



Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY
www.stanwixrural.co.uk clerk@stanwixrural.co.uk Tel: 07548 981 009

3rd April 2024

A meeting of Stanwix Rural Parish Council which is to be held on Wednesday **10th April 2024 at 7.30pm** in Linstock WI Hall. This is a public meeting and all members of the press and public are welcome to attend.

THIS MEETING WILL BE AUDIO RECORDED FOR TRANSCRIPTION PURPOSES – A COPY OF THE RECORDING WILL BE AVAILABLE UPON REQUEST BY EMAIL FROM THE CLERK

Yours faithfully

A handwritten signature in black ink, appearing to be 'Sarah Kyle', written in a cursive style.

Sarah Kyle
Clerk & Responsible Financial Officer

Agenda

1. Apologies for Absence

To receive written apologies and approve reasons for absence

2. Minutes of the Meeting of the Parish Council held on 20th March 2024

To resolve to authorise the Chairman to sign to approve the accuracy of the minutes

3. Co-option of Parish Councillor

To consider the co-option of Mr David Small with immediate effect

4. Declarations of Interest and Request for Dispensations

- a) The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to
- b) receive declarations by members of interests in respect of items on this agenda

5. Public Participation

In accordance with [Standing Orders](#) 3e – 3k, the Chairman will, at his discretion:

- a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting; and
- b) receive reports from Cumberland Councillors

6. Planning Matters

6.1 To consider new planning applications:

22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings With Associated Parking, Landscaping, Drainage And Surface Water Attenuation, Public Open Space And Access

24/0182 5 Smithy Croft, Houghton, Carlisle, CA3 0NS - Erection Of Two Storey Side Extension To Provide Living Room, Utility Room, Snug, Shower Room And Garage On Ground Floor With 3no. Bedrooms (1no. En Suite) Above

24/0192 7 Green Lane, Houghton, Carlisle, CA3 0NT - Erection Of Two Storey Side Extension To Provide Carport On Ground Floor With En-Suite Bedroom Above

24/0176 1 Whiteclosegate, Carlisle, CA3 0JA - Erection Of Rear Single Storey Extension To Provide Kitchen, Utility, Diner & Lounge Extension

24/0199 Fairholme Farm, Birky Lane, Walby, Carlisle, CA6 4QL - Change Of Use Of Former Poultry Units To 4no. Units For Use Class B8 (Storage & Distribution)

24/0233 Eden Meadows, Linstock, Carlisle, CA6 4PY - Demolition Of 1no. Bungalow; Erection Of 1no. Replacement Two Storey Dwelling

6.2 To Receive Decision Notices:

24/0001 48 Lansdowne Close, Carlisle, CA3 9HN - TPO Pollard 1no. Ash Tree To 5m Subject To TPO 288

6.3 To Receive Updates

23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no. Dwellings & Associated Infrastructure
To receive a verbal update

22/0672 The Park, Rickerby, Carlisle, CA3 9AA - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762

7. Administrative Matters

7.1 Community Led Plan

To consider the community event planned for 24th April 7pm – 9pm in Houghton Village Hall and agree a provisional working budget of up to £500

7.2 Play Area Maintenance

To receive a verbal report regarding tendering for the above and to authorise expenditure required for an urgent repair required at Linstock

7.3. Houghton Village Green

To consider consent for an event to be hosted by Houghton School PTA

7.4. Tree Maintenance

To note a request for assistance regarding an overhanging tree in Houghton

8. Clerk's Report

To receive a verbal report detailing updates from the last meeting

9. Highways Matters

9.1 Jackson Road Parking

To receive an update with the survey to adjacent residents regarding potential solutions

9.2 Speed Indication Device

To receive a report outlining 12 & 6-month to date figures

10. Finance Matters

10.1 Payments

To consider the authorisation of payments as detailed in the schedule

10.2 Bank Reconciliation

To note the bank reconciliation to 29 February 2024 as detailed in the schedule

10.3 Grant Scheme

To consider grant applications received and award grants

11. Councillor Matters

An opportunity for Councillors to raise issues on behalf of residents in their ward.

Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council.

12. Date of Next Meeting

To resolve that the Annual Meeting of the Parish Council be held on Wednesday 1st May in Crosby Parish Hall. Please note the earlier than advertised date. The meeting will be preceded by the Annual Parish Meeting which will commence at 7.00pm. *Agenda items should be submitted to the Clerk by 22nd April 2024*

STANWIX RURAL PARISH COUNCIL
Draft Minutes of a Meeting held on Wednesday 20th March 2024
at 7.30pm in the Village Hall, Houghton

PRESENT

The Chairman Cllr C Nicholson, Cllrs P Nedved, A Robinson, C Savory and N Watson.

IN ATTENDANCE

Four members of the public. The Clerk, S Kyle.

SR 392/3/24 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr E Leitch. Apologies were also received from Cumberland Cllr B Wernham via email which were received following the meeting.

SR 393/3/24 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13th December 2023

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Parish Council.

SR 394/3/24 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

Cllr Robinson's dispensation regarding 22/0297 remains ongoing.

SR 395/3/24 PUBLIC PARTICIPATION

One member of the public informed members regarding updated documentation regarding planning appn. 22/0297, expressing concern regarding the discrepancy between the date on the document and the date of upload to the Cumberland website. The Chairman also noted concerns with discrepancies in its content.

SR 396/3/24 PLANNING MATTERS

396.1 Resolved to Ratify Planning Application Responses Submitted Prior to the Meeting:

24/0028 Timberwell Lodge, Crosby on Eden, Carlisle, CA6 4QX - Application Of External Render To Entire Dwelling; Replacement Upvc Windows; Installation Of Pitched Roof Over Flat Roofed Dining Area; Erection And Alteration Of Living Room Front Elevation To Provide 2 Storey Picture Window In New Gable Front

23/0020/TPO 46 Lansdowne Close, Carlisle, CA3 9HN - Pollarding Of Overhanging Branches To 1no. Ash Tree (T8) Subject To TPO288

24/0085 Eden Golf Club, Crosby on Eden, Carlisle, CA6 4RA - Variation Of Condition 5 (Programme Of Archaeological Work) Of Previously Approved Permission 21/0111 (Change Of Use Of Part Of Golf Course To Allow For Stationing Of Up To 100 Caravans) To Take Into Account A Phased Approach To The Development

24/0062 11 Drumburgh Avenue, Carlisle, CA3 0PD - Erection Of Two Storey Side Extension To Provide Garage And Living Area On Ground Floor With 1no. En-Suite Bedroom Above; Single Storey Rear Extension To Provide Additional Dining Area (Revised Application)

24/0145 59 Millcroft, Carlisle, CA3 0HT Erection Of Single Storey Extension To Rear To Provide Additional Living Accommodation; Front Extension To Provide Porch On Ground Floor With New Roof Over To Create First Floor Area; Installation Of Solar Panels To Rear Elevation; Extension To Driveway (Revised Application)

24/0018/S211 5 Rickerby Court, Rickerby, Carlisle, CA3 9BF - Works To 1no. English Oak Tree, 1no. Ash Tree & 1no. Sycamore Tree In Rickerby Conservation Area (Woodland to the rear of Eden View)

396.2 To Consider Possible Actions

21/1143 Land adjacent to Meadow Cottage Tarraby, Carlisle CA3 0JS

A member of the public had alerted the Council to concerns regarding the submission of a Nutrient Neutrality Assessment and updated documentation-seeking regularisation of the removal of ancient hedgerows on the Conservation Area boundary. These proposals being contrary to conditioning of consent in respect of approved application 22/0680.

Resolved to object to the submitted documents and the lack of prior consultation. Also, to object to breach of conditions in respect to Appn. Ref 22/0680

23/0001/S211 Tarraby Conservation Area Works to Sycamore Tree

No decision was published in respect of the above application, however extensive work had taken place.

Resolved to submit a letter, further to the Parish Council's objection of February 2023, recommending prosecution should the works prove to be unlawful.

396.3 To Receive and Note Decision Notices:

23/0864 4 The Nurseries, Linstock, Carlisle, CA6 4RR - Erection Of First Floor Extension Above Existing Garage To Provide En-Suite Bedroom & Dressing Room

23/0800/01 Houghton House Farm, Houghton, Carlisle, CA6 4DX (LBC) Erection Of Timber Orangery To Replace Existing Conservatory; Replacement Doors To Pool Room; Erection Of Detached Summerhouse & Store

23/0428 Land to the West of Walby Farm & Fairholme Farm, Birky Lane, Crosby on Eden, Carlisle, CA6 4QL - Erection Of Agricultural Workers Dwelling On Land Associated With Walby Farm, Together With The Replacement Of The Existing Septic Tank With A Biological Package Treatment Plant At Fairholme Farm, Walby

SR 396/3/24 To Receive Updates:

22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings With Associated Parking, Landscaping, Drainage And Surface Water Attenuation, Public Open Space And Access

Further to public participation, it was confirmed that a long outstanding report regarding flooding, highways and education, had been uploaded to the Cumberland Council planning portal website earlier on 20 March. Concerns were raised regarding the potential reasons for such a delay and that the letter does not bear scrutiny due to discrepancies and inconsistencies contained therein.

Resolved: The Council to request that the application be deferred from the April

Development Control Committee to enable consultation on the new document to be properly achieved.

23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no.Dwellings & Associated Infrastructure

It was noted that the matter remains ongoing with progression to the Development Control Committee unlikely before the summer.

22/0672 The Park, Rickerby, Carlisle, CA3 9AA - Discharge of Conditions 3 (Surface Water Drainage Scheme); 4 (Foul Drainage); 6 (Construction Vehicle Parking); 7 (Materials) & 10 (Window Detail) Of Previously Approved Permission 21/0762

No update was provided.

SR 397/3/24 Administrative matters.

397.1 Community Led Plan

It was noted that plans continue to run an event to engage community members on 24th April. Further plans, including a budget, will be considered in April.

397.2. Emergency plan

Resolved that Cllrs Nedved and Leitch will draft an outline plan for consideration at a future meeting.

397.3 Summer play scheme

Resolved that six play days will be held in summer 2024, with three being held at Crosby and three at Houghton. Details in terms of costings to remain as per 2023.

397.4 Review of policies

Resolved to note the review of the standing orders, financial regulations and GDPR policies by the Clerk, with no amendments currently required.

SR 398 Village Matters

398.1 Linstock Green Drainage

Members were informed that concerns have been raised regarding a severe area of pooling on the Village Green. Investigations are to be made regarding the possible cause and potential solutions.

398.2 Wildflowers Tarraby Common Land

Resolved to grant permission to a resident to sow wild flower seeds on Tarraby Common Land in conjunction with Houghton Wildlife Group.

398.3 Empty Property, Jackson Road

An empty property, with concerns regarding vermin and damp, had been reported to the Parish Council. Action had been taken and the matter was confirmed to be being dealt with by Environmental Health at Cumberland Council.

SR 399/3/24 CLERK'S REPORT

A verbal update was provided, noting:

Speed Camera

Investigations regarding the possible requested installation of a speed camera on Houghton Road remain ongoing.

Rodent Control

It was reported that the Council had written to the Director of Public Health, who subsequently replied.

Jackson Road Traffic Survey

A survey had been distributed to residents on and surrounding Jackson Road. The results will be presented at the April meeting.

SR 400/3/24 HIGHWAYS MATTERS

400.1 Dog walking Tarraby Lane

A member of the public had approached the Parish Council for assistance regarding dogs being walked off-leads during lambing time.

Resolved to contact Cumbria Highways to request signage be placed at either end of Tarraby Lane.

400.2 Linstock Speeding

Concerns had been raised by a member of the public regarding speeding in Linstock. The resident had been advised to log all incidents with the Police.

Resolved to write to Cumbria Highways to request the temporary installation of a traffic detection unit.

SR 401/3/24 FINANCE MATTERS

401.1 Payments

Resolved to authorise the payment of invoices below:

Payee	Details	Method	Gross Amount
Sarah Kyle	February salary	BACS	£1,288.49
HMRC	PAYE	BACS	£146.36
NEST	Pension February	DD	£93.69
A Kyle	February Salary	BACS	£232.40
Houghton Village Hall	Hall Rental	BACS	£16.00
Cluaran	Grounds maintenance	BACS	£1,860.00
EquiPhase	Website hosting	BACS	£66.00
Sarah Kyle	March salary	BACS	£1,250.89
HMRC	PAYE March	BACS	£146.16
Nest	March pension	DD	£93.69
A Kyle	March salary	BACS	£232.40
C Nicholson	Flyer Printing	BACS	£65.00
S Kyle	Stamps and ink	BACS	£277.39

S Kyle	Software	BACS	£254.45
Play Inspection Co.	Quarterly Inspection	BACS	£262.44

401.2 Bank Reconciliation

Cash Book	Balance at 01.04.2023	£48,554.48
	Receipts to 29.02.24	£56,003.80
		£104,558.28
	Expenditure to 29.02.24	£48,109.37
	Cash book balance 29.02.24	£56,448.91
Represented by:	Current A/C (Unity)	£971.29
	Savings A/C (Unity)	£54,472.47
	Balance at Bank 29.02.24	£55,443.76
	Plus cheques	£1005.15
		£56,448.91

401.3 Review of Internal Audit Arrangements

Resolved to adopt the updated internal audit documentation, as circulated alongside the agenda. The reappointment of Mr R Gordon as internal auditor was noted therein.

401.4 Fidelity Insurance Guarantee

Resolved to note the adequacy of the above. Clarification regarding its purpose and inclusion as part of the wider insurance arrangements was provided by the Clerk for the benefit of the Council.

401.5 Asset Register

Resolved to adopt the updated asset register for the Council year.

SR 402/3/24 COUNCILLOR MATTERS

Cllr Savory reported a complaint regarding dog waste bags being left in hedgerows on Houghton Road near to the garage. Cllr Savory also noted that the Speedwatch camera will be in use in the parish in the near future.

Cllr Robinson referred to further concerns regarding 22/0297 and will put these into writing for the April meeting.

Cllr Nedved raised concerns regarding the barriers still at Whiteclosegate. This is to be followed up by the Clerk/Chair.

SR 403/3/24 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on Wednesday 10th April at 7.30pm in the WI Hall, Linstock. Agenda items to be submitted to the Clerk before 25th March 2024. There being no further business the Chairman closed the meeting at 8.27pm.

SID YEARLY TRAFFIC SUMMARY

The tables below cover SID data from April 2023 to March 2024. More detailed information may be found in the half-yearly reports.

Traffic travelling south to north on Houghton Road

Period	Nos. of vehicles	AADT	Average speed mph	85%ile speed mph	Maximum speed mph
April* – June 2023	103 811	1142	27.5	32.4	55
October – December 2023	89 089	973	26.8	31.2	65

*Start from 08 April

Traffic travelling north to south on Houghton Road

Period	Nos. of vehicles	AADT	Average speed mph	85%ile speed mph	Maximum speed mph
July – September 2023	152 466	1663	28.9	34.0	60
January – March 2024	162 262	1794	28.2	33.3	60

CGS April 2024

The tables below summarise information from the speed indicator sign for vehicles travelling south to north (October to December) and north to south (January to March) on Houghton Road in 2023/4.

MONTH	Total Vehicles	AADT	Monthly Weekday Figures		Monthly Weekend Figures		All (mph)
			Nos. vehicles	Av. speed mph	Nos. vehicles	Av. Speed mph	85%ile speed
October	32316	1058	24486	26.9	7830	27.4	31.7
November	30894	1029	23792	26.2	7102	26.8	30.5
December	25879	834	19385	26.5	6494	26.9	31.2

HOUGHTON ROAD: NORTH TO SOUTH TRAFFIC DATA							
MONTH	Total Vehicles	AADT	Monthly Weekday Figures		Monthly Weekend Figures		All (mph)
			Nos. vehicles	Av. speed mph	Nos. vehicles	Av. Speed mph	85%ile speed
January	54014	1775	43006	27.6	11008	28.6	33.0
February	52576	1812	40813	28.0	11763	28.7	33.3
March	55672	1795	40774	28.2	14898	28.9	33.5

The following sheets list the traffic analysis data and bar charts showing vehicle speed distribution for the same periods.

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 2

For Project: Houghton Road S to N
 Project Notes:
 Location/Name: Incoming
 Report Generated: 02/01/2024 14:12:56
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 01/10/2023 11:00:00 through 31/12/2023 23:59:59
 85th Percentile Speed: 31.2 MPH
 85th Percentile Vehicles: 75726
 Max Speed: 65 MPH on 13/10/2023 19:20:00
 Total Vehicles: 89089
 AADT: 973

**Volumes -
weekly counts**

Time	5 Day	7 Day
Average Daily	1039	970
AM Peak	68	64
PM Peak	104	93

Speed

Speed Limit: 35
 85th Percentile Speed: 31.2
 50th Percentile Speed: 26.8
 10 MPH Pace Interval: 20.0 MPH to 30.0 MPH
 Average Speed: 26.84

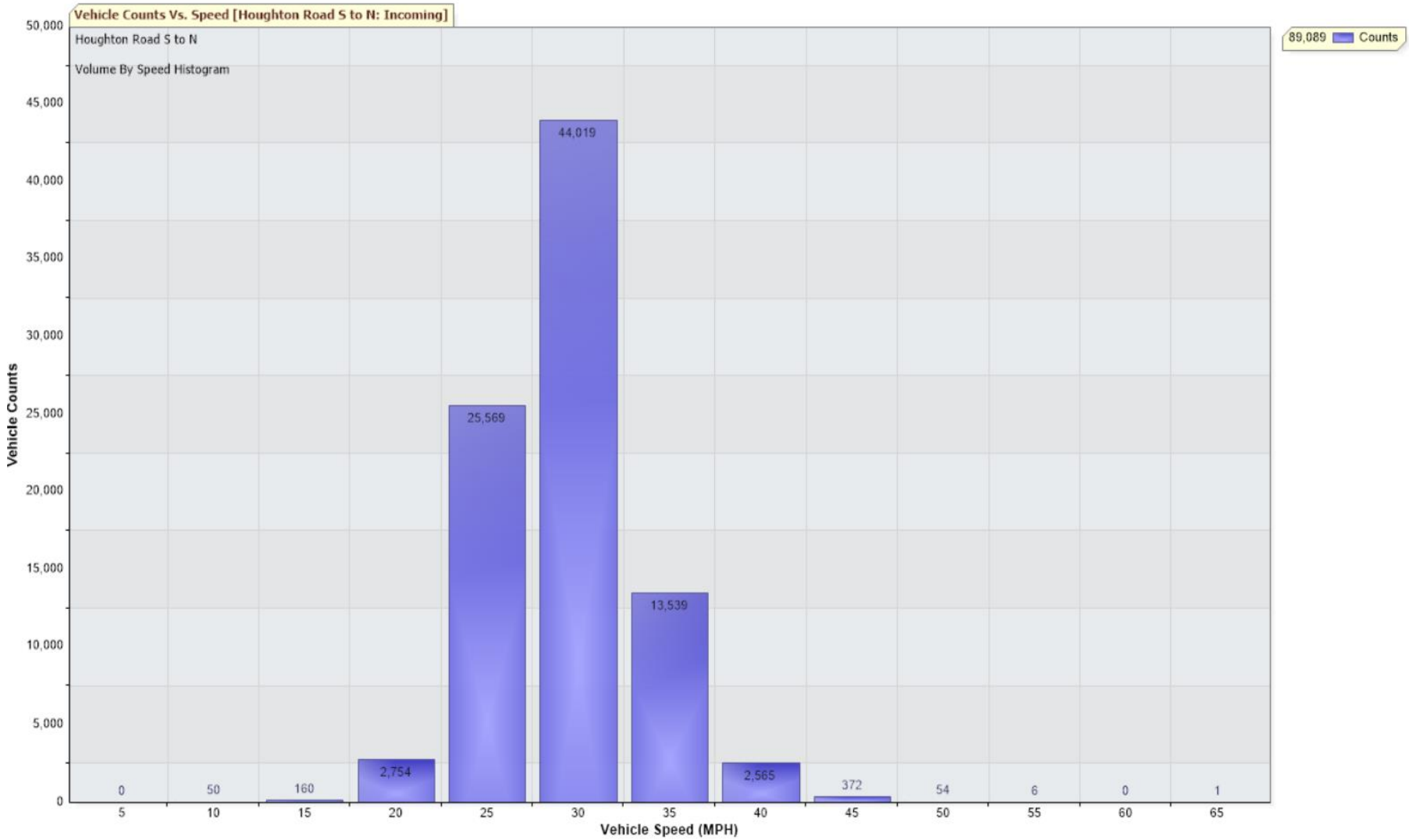
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	370	449	457	406	417	480	419
% over limit	3.0	3.1	3.5	3.0	2.9	4.1	4.2
Avg Speeder	38.2	38.3	38.3	38.2	38.6	38.2	38.6
Avg Speed	12.3	11.9	12.3	12.2	12.0	13.7	15.0

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 2

Houghton Road S to N

Incoming

Summary Histogram Report Monthly Counts/Speed Avgs Weekly Counts/Speed Averages Speeder Report Charts: Average Weekly Speeds Charts: Average Weekly Volumes Charts: Daily Volumes Volume By Speed Histogram



PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 2

For Project: Houghton Road N to S
 Project Notes:
 Location/Name: Incoming
 Report Generated: 01/04/2024 08:59:58
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 01/01/2024 14:00:00 through 31/03/2024 23:59:59
 85th Percentile Speed: 33.3 MPH
 85th Percentile Vehicles: 137923
 Max Speed: 60 MPH on 13/01/2024 22:05:00
 Total Vehicles: 162262
 AADT: 1794

**Volumes -
weekly counts**

Time	5 Day	7 Day
Average Daily	1916	1782
AM Peak 09:00	212	170
PM Peak 16:00	165	149

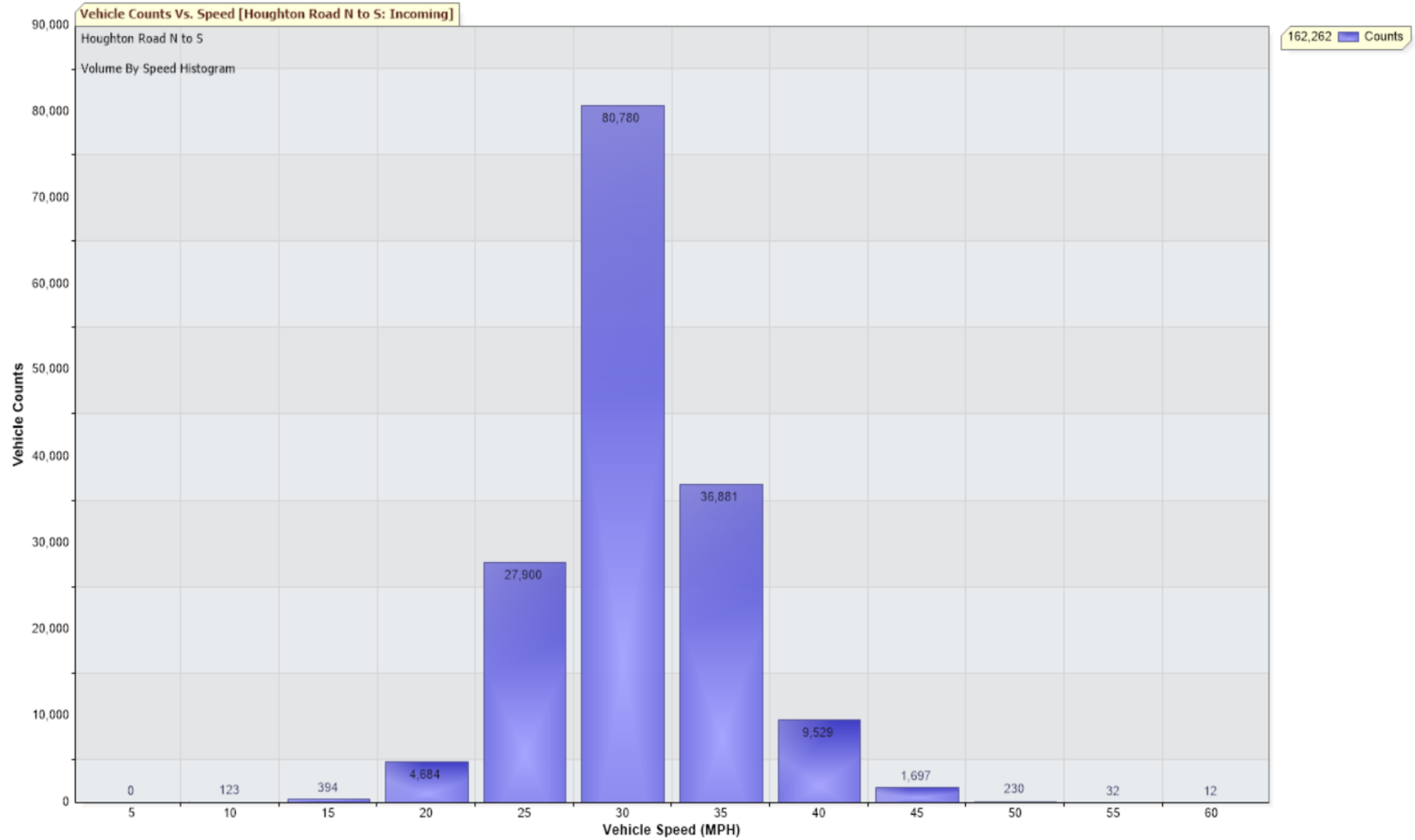
Speed

Speed Limit: 35
 85th Percentile Speed: 33.3
 50th Percentile Speed: 28
 10 MPH Pace Interval: 25.0 MPH to 35.0 MPH
 Average Speed: 28.22

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	1588	1488	1467	1585	1885	1893	1594
% over limit	6.8	6.1	6.0	6.2	7.0	8.7	10.0
Avg Speeder	38.5	38.4	38.5	38.4	38.5	38.6	38.6
Avg Speed	9.6	9.5	9.5	9.2	9.3	10.8	13.0

PTSC 906: SPEED SIGN ON HOUGHTON ROAD: HALF-YEARLY REPORT 2

Incoming | Summary | Histogram Report | Monthly Counts/Speed Avgs | Weekly Counts/Speed Averages | Speeder Report | Charts: Average Weekly Speeds | Charts: Average Weekly Volumes | Charts: Daily Volumes | Volume By Speed Histogram



STANWIX RURAL PARISH COUNCIL GRANTS 2024/25

Amount in Budget

S137 Payments (but can contribute up to £19,752 approx on	£1,000
General Grants Fund	£4,000
Events Fund	£1,000
	£6,000

Applicant	Project	Last Years A/C's	Bank Statement	Quotations	Power to provide under Local Government Act 1972	Total Cost of Project	Amount Requested	Amount Awarded/ Recommended	Comments
Houghton School PTA	Summer Fair	Yes	yes	Yes	LGA1972 s.145 Provision of entertainment and support of the arts	£1,320	£1,000	£ 500.00	
Linstock WI Hall	Refurbishment s	Yes	yes	Yes	Power to provide and encourage the use of facilities, Local Government Act 1972, s.144	£2,644	£2,644	£ 1,500.00	To recommend work is carried out over 2 years with donation payable in 2025/26
Susan's Farm	Community Bonfire	No	yes	No	LGA1972 s.145 Provision of entertainment and support of the arts	£518	£518	£ 400.00	Figure as donation dependent upon receipts for expenditure
Houghton Village Hall	Refurbishment s	Yes	yes	Yes	Power to provide and encourage the use of facilities, Local Government Act 1972, s.144	£7,992	£1,000	£ 800.00	To be used as contribution for CWMET grant
Houghton in Bloom	Annual expenses	Yes	yes	Yes	Public Health Act 1875, Section 164. Power to obtain and maintain open space.	£733	£600	£ 500.00	To be pre-paid as in normal year
Brunstock Residents	Refurbish path at common	No	No	Yes	Power to provide and encourage the use of facilities, Local Government Act 1972, s.144	£21,134	£3,000	£ 2,300.00	To be paid direct to Tolsons
					TOTAL	£3,964.20	£8,762	£ 6,000.00	