

## **STANWIX RURAL PARISH COUNCIL**

### **Draft Minutes of a Meeting Held on Wednesday 14 July 2021 at 7:30pm in the Parish Hall, Crosby-on-Eden**

#### **PRESENT**

The Chairman Cllr C Nicholson, Cllr's A Coles, A Lightfoot, H Phillips, C Savory and N Watson.

#### **IN ATTENDANCE**

City Cllr's P Nedved, E Mallinson and F Robson. County Cllr J Mallinson (entered at 7.48). The Clerk, S Kyle.

#### **SR 090/7/21 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr's M Ellmore and D Milburn.

#### **SR 091/07/21 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

A dispensation was granted to Cllr Coles in respect of matters relating to Eden Gate. A declaration of interest was made by Cllr Lightfoot in respect of any matters relating to Houghton Village Hall, him being a member of their Management Committee.

#### **SR 092/07/21 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 4 MAY 2021**

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

#### **SR 093/07/21 PUBLIC PARTICIPATION**

City Cllr E Mallinson reported that she had been liaising with residents regarding anti-social behaviour in Houghton, on Tribune Drive and Eden Gate; she reported she is taking the matter to the Community Safety Partnership meeting for further advice. City Cllr E Mallinson further reported that discussions were being held regarding the Eden Gate and Tribune Drive connecting walks, with efforts to establish legal ownership of land in the area the priority. She also noted concerns had been received regarding under construction Eden Gate fencing.

City Cllr Nedved reported that funding for communities is to be made available via the City Council, subject to Council agreement. Details are to be circulated when appropriate.

County Cllr Mallinson reported that the local government review decision should be available the following week; he also reported that backlogs in County work were in existence.

#### **SR 094/07/21 VILLAGE MATTERS**

##### **094.1 Tribune Drive Play Area/Houghton Wildlife Village Project**

Cllr Phillips reported that he had met with a City Council officer to discuss plans to take over a lease on specific areas of land to be utilised as part of the wildlife village project. The proposed lease would not include the area housing the play area equipment and will be considered by Finance/Risk working group before being brought for agreement at the next Council meeting. A meeting to progress the Wildlife project is planned for late summer for all interested parties; a grant application for £17,500 had not yet been

determined. A commitment was made to ensure sufficient public consultation is held should the lease go ahead, and the grant be successful.

## **SR 095/07/21 PLANNING MATTERS**

### **095.1 Responses Submitted Prior to the Meeting**

**Resolved** to ratify submitted responses, which had been previously circulated to all Cllr's and are available on the Carlisle City Council website, to the following planning applications:

**21/0335 Sundawn, Brunstock, Carlisle, CA6 4QG** - Erection of Summerhouse (Retrospective)

**21/0406 Land at Lansdowne Close, Carlisle, CA3 9HN** - Erection Of 10no. Dwellings

**21/0266 Park Broom Lodge, Park Broom, Crosby on Eden, Carlisle, CA6 4QH** - Change of Use from Guest House To 3no. Dwellings

**21/0451 7 Green Lane, Houghton, Carlisle, CA3 0NT** - Erection of Single Storey Rear Extension to Provide Extended Kitchen & Bedroom

**21/0567 Eden Grove, Crosby on Eden, Carlisle, CA6 4QJ** - Continuation of Alterations to Fireplaces & Internal Wall Claddings; New Openings in Internal Walls; Removal of Lift & Installation of New Stair and Installation of New Timber Partition (LBC)

**21/0597 Greengate, The Orchard, Crosby on Eden, Carlisle, CA6 4QN** - Erection of Two Storey Rear Extension to Provide Living Room, Dining Room and Kitchen on Ground Floor with En-Suite Bedroom and Balcony Above

**21/0615 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN** - Erection Of 5no. Dwellings (Outline/Revised Application)

**21/0582 Beech House, 2 Vestaneum, Crosby on Eden, Carlisle, CA6 4PN** -Erection of First Floor Side Extension to Provide En-Suite Bedroom & Dressing Room

**21/0652 & 21/0653 Rondo Cottage, Linstock, Carlisle, CA6 4PZ** - Demolition of Existing Single Storey Rear Extension and Erection of Replacement to Provide Kitchen, Utility & WC Together with Internal Alterations (LBC)

### **095.2 To consider new applications received:**

**21/0318 The Old Grove, Linstock, Carlisle, CA6 4QD** - Restoration and Alterations to Dwelling and Attached Letting Unit; Demolition of Conservatory and Erection of Sunroom with Balcony Above (LBC)

**Resolved** to recommend that the application be determined in accordance with local and national planning and conservation policy and guidance.

**21/0333 Eden Croft, Green Lane, Crosby on Eden, Carlisle, CA6 4QN** - Variation of Condition 2 (Approved Documents) Of Previously Approved Permission 16/0787

(Conversion and Extension of Barn to Create 1no. Dwelling ) To Alter Design of Extension

**Resolved** that the Parish Council was concerned regarding the issues raised in comments from the occupants of neighbouring property. Planning conditions are imposed to enhance the quality of development and to mitigate adverse effects and enable consent where otherwise it may be necessary to refuse and failure to comply with conditions or approved plans constitutes a breach of planning control. The Parish Council requests that the allegations be investigated, and any required sanctions be applied. These concerns apart, the Parish Council recommends determination in accordance with local and national planning policy and guidance.

**21/0686 42 Antonine Way, Houghton, Carlisle, CA3 0LG** - Erection of Detached Garden Room (Revised Application)

**Resolved** to recommend that the application be determined in accordance with local and national planning and conservation policy and guidance.

**21/0638 46 Pennington Drive, Carlisle, CA3 0PF** - Relocation of Existing Boundary Fence to Incorporate Additional Land into Domestic Curtilage

**Resolved** that although the Parish Council has no objection in principle to the proposal it recommends the imposition of a condition requiring retention of the trees that screen the dwelling and its neighbours from Morrisons car park. Reason: to ensure the integrity of the landscape screening and protect the residential amenity of residential dwellings.

### **095.3 To Note Planning Permission Decisions Received**

**Resolved** to note the following planning decision notices:

#### Permission Notices

**21/0391 Wensleydale, Tarraby, Carlisle, CA3 0JS** - Erection of Detached Double Garage with External Staircase (Revised Application)

**21/0248 18 Vestaneum, Crosby on Eden, Carlisle, CA6 4PN** - Demolition of Conservatory and Erection of Two Storey Rear Extension to Provide Garden Room on Ground Floor with En-Suite Bedroom Above Together with Internal Alterations

**21/0297 26 Whiteclosegate, Carlisle, CA3 0JD** - Erection of Single Storey Front, Side & Rear Extensions to Provide Portico, Utility Room, 1no. En Suite Bedroom, Study & Orangery; Internal Layout Alterations and Associated External Works

**21/0298 Kingston, Linstock, Carlisle, CA6 4QD** Erection of Rear Extension to Provide Extended Dining Room/Kitchen

**21/0270 33 The Green, Houghton, Carlisle, CA3 0NG** - Erection of New Boundary Wall with Metal Railings (Total 1.5 Metres Height) To Front and Side Elevations; Installation of Gates to Front

**21/0303 177 Tribune Drive, Houghton, Carlisle, CA3 0LF** - Erection of Two Storey Rear Extension to Provide Kitchen/Dining Room & Sitting Room on Ground Floor With 2no. Bedrooms Above Together with Enlarged Driveway

**21/0310 Avalon, Rickerby, Carlisle, CA3 9AA** - Erection of Two Storey Extension to Provide Annexe Accommodation Joined to Main Dwelling Via Single Storey Car Port Link

**21/0317 Four O Boot Farm, The Knells, Houghton, Carlisle, CA6 4JH** - Erection of Calf Rearing Shed

**21/0335 Sundawn, Brunstock, Carlisle, CA6 4QG** - Erection of Summerhouse (Retrospective)

#### Refusal Notices Received

**20/0755 Land to the north of The Old Schoolhouse, Rickerby, Carlisle, CA3 9AA** - Erection Of 1no. Dwelling; Associated Access and Parking

#### **SR 096/07/21 ADMINISTRATIVE MATTERS**

##### **096.1 Community Led Plan Quarterly Review**

It was noted that the last few months had seen a halt to any works.

**Resolved** that works will progress as soon as possible on the footpath leaflets. The Chairman and Vice-Chairman to meet to restart production.

**Action: CN/HP**

##### **096.2 Code of Conduct**

**Resolved** to adopt the updated Code of Conduct with immediate effect.

##### **096.3 Emergency Planning**

**Resolved** to set up a working group to review and update the outdated emergency plan.

**Action: CN/HP/AC/SK**

#### **SR 097/07/21 CLERK'S REPORT**

##### *Summer Play Scheme*

Bookings for the summer play scheme are now open and places are filling fast. The events have been advertised on Facebook and notice boards.

##### *Highways System*

All members have been informed regarding the new online reporting system for Highways and are encouraged to use the new system going forward.

##### *New Member Leaflets*

Leaflets have been obtained for distribution in Wolsty/Pennington areas to attempt to recruit new Councillors.

##### *Drainage, Houghton*

The drainage issues in Houghton remain ongoing.

#### *Goal Post Green Maintenance*

Works to refurbish the goal mouth areas has been carried out in time for the summer holidays. Cllr Phillips requested that the goal posts in Houghton be given consideration; it was agreed they should be replaced at the grounds maintenance team's earliest convenience.

#### *Play Inspections*

The quarterly inspections have been carried out and several minor issues have been passed to the grounds maintenance team for action. Works to the BMX area are also required and investigations to find a suitable contractor are underway. Work also remains ongoing to appoint a weekly risk assessor for the play areas.

#### *Chippy Van*

A request to remove the signage for the above from Houghton Village Green has been made.

#### *Near Boot*

Correspondence has been exchanged with the owners of the above regarding future plans. Concerns were raised regarding the Near Boot and its worsening state of disrepair.

#### *Parliamentary Constituency Boundaries*

The above consultation is noted however no direct impacts upon the parish are noted.

#### *Anti-social Behaviour*

Several complaints have been received regarding anti-social behaviour in Houghton. Residents are urged to log all incidences with the Police. It was also noted that further reports of anti-social behaviour had been reported by Cllr Ellmore, including trespass and nuisance dog barking.

#### *Highways Issues*

Date	Location	Fault	Action	Reference	Progress
13.01.21	Houghton Road	Damaged verge	Reported to highways	W2181027312	Checked 9 June – no update
13.01.21	Brunstock	Running Water	Reported to Highways	W2181031411	To re-report with photos of problem when evident
24.01.21	Tarraby	Public footpath erosion	Reported to Footpaths officer	n/a	Notified those investigations were planned
01.03.21	Houghton Road	Potholes	Confirmed with Highways	W2181032737	Closed on system
20.03.21	The Garth, Crosby on Eden	Removal of lamp post and hole left	Reported to Highways	W2181039511	Checked 9 June – no update
23.04.21	36 Houghton Rd	Blocked gully	Reported to Highways	W2181043381	Closed on system
09.06.21	Brunstock	Obstructed highways vision	Request for Highways to investigate mirror installation	W2181047757	Request denied.

## SR 098/07/21 FINANCE MATTERS

**098.1 Payments Resolved** that the following payments be approved:

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Houghton in Bloom	Grant	£600.00
Sarah Kyle	May Salary & reimbursements	£1285.58
HMRC	May PAYE	£185.44
Cumbria Payroll	Payroll remainder 2021/22	£198.00
NEST	May pension	£96.90
Play Inspection Company	Quarterly inspections	£210.00
Burnetts	Legal Fees	£240.00
Right Print	Flyers	£59.00
Sarah Kyle	Trial Reimbursement Fees	£335.00
Burnetts	Legal Fees	£72.00
CALC	Training Course	£20.00
Sarah Kyle	June Salary & reimbursements	£1364.13
HMRC	June PAYE	£206.44
NEST	June Pension	£96.90
Parish Online	Subscription	£228.00
Cluaran Landscapes	Grass cutting	£1800.00
Cluaran Landscapes	Goal mouth maintenance	£144.00
YPO	Stationery	£30.47
Unity Bank	Quarterly charges	£18.00
		<b>£7,189.86</b>

### 098.2 Bank Reconciliation

**Noted:** Balances at bank as of 30<sup>th</sup> June 2021:

Cash Account	£30,014.05
Unity Bank (current a/c)	£2,225.92
Unity Bank (savings a/c)	£60,977.02
Unbanked deposits	£1000.00
Income to 30/06/21	£46,524.00
Expenditure to 28/02/21	£11,380.08

### 098.3 Receipts

To note income received:

- £8 each SLCC Payment from Hethersgill, Scaleby & Kirkbampton Parish Council's
- £46,500 Precept from Carlisle City Council

### 098.4 Grant Scheme 2021/22 First Round

**Resolved** to donate £3,000 to Crosby Parish Hall for essential repairs (LGA 1972 s144).

### 098.5 Donation

**Resolved** to donate £500 towards the Crosby Village Fair.

### **SR 099/07/21 COUNCILLOR MATTERS**

**Cllr Coles** reported he was seeking assistance for maintenance for the hedge on Houghton Road. He also noted a tyre dump on Hadrian's camp and raised safety concerns subsequently. Cllr Coles further reported concerns over certification for contaminated material on Eden Gate.

**Cllr Phillips** reported that the footpath from Tarraby was severely overgrown; County Cllr J Mallinson offered to take forward the matter with the appropriate Officer.

**Cllr Savory** queried whether any response had been received from Highways regarding the B6264 HGV usage. The Clerk is to chase a response.

### **EXCLUSION OF PRESS & PUBLIC - PART B ITEM**

Resolved that the following item be considered confidential and exclusion of members of the public or press be permitted under the Local Government Act 1972.

#### **SR 100/07/21 Brunstock Pond**

Further consideration was given to ongoing legal proceedings regarding the above.

### **SR 101/07/21 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 8<sup>th</sup> September 2021 at 7.30pm in Crosby Parish Hall. The meeting will only take place subject to business to transact, COVID regulations, hall accessibility and member availability at that time. There being no further business the meeting was closed at 8.42pm.