

STANWIX RURAL PARISH COUNCIL
Draft Minutes of the Annual Meeting, Held on Wednesday 10th May 2023
at 7:10 in the Village Hall, Houghton

PRESENT

The Chairman Cllr C Nicholson, Cllr's A Coles, E Leitch, P Nedved, A Robinson, C Savory and N Watson.

IN ATTENDANCE

Cumberland Cllr B Wernham. Five members of the public. The Clerk, S Kyle.

SR 291/05/23 ELECTION OF CHAIRMAN FOR COUNCIL YEAR 2023/24

Resolved to elect Cllr C Nicholson as Chairman for the forthcoming Council year. Cllr Nicholson signed his Declaration of Acceptance of Office for Chairman.

SR 292/05/23 APPOINTMENT OF VICE-CHAIRMAN

Resolved to appoint Cllr C Savory as Vice-Chairman for the forthcoming Council year.

SR 293/05/23 DECLARATION OF ACCEPTANCE OF OFFICE

Further to the uncontested election, all elected and present Cllr's signed their Acceptance of Office forms in the presence of the Clerk.

SR 294/05/23 APOLOGIES FOR ABSENCE

No apologies for absence were received.

SR 295/05/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 12 APRIL 2023

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

SR 296/05/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

Requests for dispensations were received and granted to Cllrs Coles, Leitch, Nicholson, Robinson and Savory, in respect of precept setting.

A request for dispensation in respect to planning matters relating to application 22/0297 was received and granted to Cllr Robinson.

Declarations of interest were made by Cllr Leitch in respect of planning applications 23/0220, 23/0221 and 23/0627; the applicants being known to her.

A pecuniary declaration of interest was also made by Cllr Nicholson in respect of item 303.4, his spouse being treasurer of Houghton Village Hall.

SR 297/05/23 PUBLIC PARTICIPATION

Public participation commenced at 7.17pm.

297.1 Members of the Public

Resident A, regarding the on-going drainage issue on Houghton Village Green, stated that the Chairman had read extracts from minutes in 1927 and 1928 at the Parish Council meeting of 14th December 2022 and at a drainage meeting on 5th December 2022. She confirmed that she had requested a copy of notes from, and evidence referred to, at this meeting. She

continued that, after reviewing the evidence she had been provided with, she disputed the Chairman's reading of said minutes and questioned if this had been in haste to summarise or intended to mislead. The Chairman expressed great offence with regard to the unwarranted accusation and requested it be retracted immediately. Resident A refused to retract her statement.

Discussion continued and Resident A asked if the Parish Council had ever been made aware of the historic information. Resident B stated he had been a Parish Councillor previously and had participated in both researching archive documents and subsequent discussion of the findings at Parish Council meetings.

Resident A requested more concrete evidence be provided in evidence of the Council's position, stating that in her opinion none to date was conclusive. The Chairman stated that the converse was also the case.

Resident C, also regarding the on-going drainage issue on Houghton Village Green, expressed disappointment at the lack of collaboration and queried why she had not been informed that the camera survey was taking place. She was reminded that she had been informed on an earlier occasion that due to weather and the contractor's schedule, the survey had been conducted at the contractor's discretion. She further expressed disappointment in the length of time the matter was taking and that she believed the Council did not see the matter as urgent. The Chairman advised she may contact the camera contractor directly.

Resident D, after noting dissatisfaction with the length of time allocated to public participation, expressed renewed complaints regarding the boulders on Houghton Village Green and requested Council opinion on their continued use. The Chairman noted the matter had been closed some months ago. Resident D reiterated his previously expressed belief that the boulders were dangerous.

Resident D also noted concerns over an area of grass on the Village Green; it was confirmed this was a wildlife initiative and would be mown once the flowers had ended their growth cycle.

Resident D finally requested consent for the laying of kerbstones on Houghton Village Green and a water pipe. He was advised to put the request in writing with a properly drawn plan so that it can be considered fully by the Council.

297.2 Cumberland Cllrs

Cllr Wernham recounted an occasion of censorship forty years ago and a recent local incident regarding the censorship of a film at a Carlisle community centre. He requested opinion on whether the Parish Council supported such arbitrary censorship. The Chairman stated that, in his view, it did not, and invited Cllr Wernham to make representations specific to the parish or regarding Cumberland Council. Cllr Wernham then spoke briefly on the structure of Cumberland Council.

Public participation ended at 7.48pm.

SR 298/05/23 PLANNING MATTERS

298.1 Resolved to ratify responses to planning applications submitted outwith the meeting:

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

Concerns over the planning portal were noted with Cllr Wernham being asked to confirm if he had taken up complaints about the system from Cllr Robinson. He responded affirmatively.

23/0021 Rickerby Retreat, Rickerby, Carlisle, CA3 9AA - Erection of Car Port with Roof Mounted Solar Array Installation

Cllr Wernham and five members of the public left the meeting at 7.53pm.

023/0220 & 23/0221 Old School Cottage, Rickerby, Carlisle, CA3 9AA - Widening of Existing Doorway Together with Fixed Lights Either Side, Rearrangement of Existing Parking Bays & Erection Of 1m High Fence & Gates

298.2 Resolved to consider planning applications received:

23/0267 Avalon, Rickerby, Carlisle, CA3 9AA - Demolition of Existing Porch & Garage; Erection of Two Storey Extension to Provide Office & Extended Hallway on Ground Floor with Galleried Landing, Extended Bedroom and En-Suite Above; Revision of Previously Approved Annexe (21/0310) joined to Main Dwelling Via Single Storey Car Port Link to Provide Garaging & Games Room on Ground Floor With 2no. Bedrooms (1no. En-Suite) Above

Resolved that a draft response be compiled and submitted for ratification at the next meeting.

298.3 Resolved to note permission notices received:

23/0057 Ganavan, Park Broom, Carlisle, CA6 4QH - Raising of Roof Height Over Section of Loft Area to Create 1no. Bedroom & Bathroom; Erection of Side Facing Dormer; Removal of Existing 4no. Flue Chimney and Erection of Replacement Single Flue Chimney

23/0165 Rose Cottage, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX - Erection of Two Storey Side & Rear Extension with Front Porch to Provide Entrance Hall with W.C., Extended Kitchen/Living Area, Utility Room and W.C. To Ground Floor with New Stairs to Gallery Landing, 3no. Bedrooms, And Dormer Windows Above; Erection of Detached Garage/Workshop with Solar Panels to Roof

298.4 Resolved to note updates with ongoing planning applications:

19/0452 - L/A Croft House Brunstock

The Parish Council had been informed by the resident that Cumberland Council had inherited liability of the above matter from Carlisle City Council and a settlement has now been reached. The matter will therefore be removed from the Parish Council agenda as a standing item.

SR 299/05/23 ADMINISTRATIVE MATTERS

299.1 Programme of Meetings

Resolved to adopt the proposed calendar of meetings for the forthcoming Council year as circulated alongside the agenda. Meetings will take place on the second Wednesday of each month, except for July (third Wednesday) and August (no meeting). Apologies were provided by some members in respect of various meetings; it is suggested that the February meeting will potentially be postponed but each meeting will be reviewed at the time.

299.2 Review of Policies and Procedures

Resolved to agree the review undertaken by the Clerk of the Council's Standing Orders; Financial Regulations, complaints procedure; procedures and practices in respect of freedom of information, General Data Protection Regulations; and policy for dealing with the press/media, with no amendments suggested.

299.3 Appointment of Representatives to Outside Bodies and Appointment of Working Groups/Committees

A report outlining the proposed abandonment of the above system, except for the Finance/Risk working group and planning working group, had been circulated alongside the agenda.

Resolved to largely abandon the previous working group structure. Also resolved to appoint:

- Finance Risk Working Group: Chairman, Vice-Chairman, and one/two Cllr's on an ad-hoc rota basis per meeting.
- Planning Working Group: Cllr's Nicholson, Robinson, and Watson (Cllrs Coles and Nedved in reserve)

It was also noted that any matters relating to flooding (EA) will be forwarded to Cllr Leitch.

SR 300/05/23 VILLAGE MATTERS

300.1 Houghton Village Green Drainage (1 – 8 The Green)

Discussion was held regarding the above, including noting that at least two members of the Council had been approached by residents outside of a meeting. It was also noted that the approach for a camera survey had been made the day following the December meeting, therefore the matter had not been delayed through any action of the Parish Council.

Resolved to seek written legal opinion regarding the matter. Any legal helpline available through the Parish Council insurance will be initially sought, although expenditure may be incurred at a local solicitor to progress the matter.

SR 301/05/23 CLERK'S REPORT

Goalposts

The new goalposts pegs have been ordered and nets will be installed as soon as possible.

Rickerby Park Trading Application

The Clerk had written to the licensing authority to request that litter be kept under control, particularly in the neighbouring village of Linstock. Cllr Leitch noted her ongoing personal objection regarding the suitability of the venture, which she explained faces the Cenotaph.

SR 302/05/23 HIGHWAYS MATTERS

302.1 Speed Indication Device

Data had been circulated prior to the meeting indicating a range of information obtained from the device. Relevant parts of this data will be shared with Cumbria Police.

Resolved to rotate the device on a quarterly basis and to continue with summary reporting of data at future meetings.

SR 303/05/23 FINANCE MATTERS

303.1 Payments

Resolved that the following payments be approved:

Payee	Details	TOTAL
Sarah Kyle	May Salary & Reimbursements	£1474.95
HMRC	May PAYE	£227.95
HMRC	May Pension	£105.30
Houghton Village Hall	Grant (2022/23)	£2,597.94
CALC	Subscription	£519.25
SLCC	Subscription	£222.00
BHIB	Insurance	£927.00
Play Inspection Company	Inspection	£210.00
Cluaran Landscapes	Grounds maintenance	£246.00
Houghton In Bloom	Grant	£116.52

303.2 Bank Reconciliation

Balances at bank as of 30th April 2023:

Cash Account	£1,005.15
Unity Bank (current a/c)	£2,282.00
Unity Bank (savings a/c)	£89,148.05
Income to 30/04/23	£46,508.05
Expenditure to 30/04/23	£2,627.33

303.3 Receipts

Resolved to note the receipts of £45,500 precept from Cumberland Council.

303.4 Grant Scheme 2023/24

Resolved to award grants following the receipt of two applications received and scrutiny by the Finance/Risk working group:

- Houghton in Bloom, £600.00 towards annual planting costs
- Houghton Village Hall, £426.68, towards LED lighting

Cllr Nicholson left the room during discussion of the latter and took no part in the decision-making process.

Also resolved to open the second round of grant funding in due course, for consideration at the October meeting.

303.5 Bank Mandate

Resolved to defer the item until the July meeting.

303.6 Internet Banking

Resolved to reconfirm approval for the Clerk to authorise internet banking payments; also to confirm approval for the direct debit for ICO and pension payments to continue.

SR 304/05/23 COUNCILLOR MATTERS

Cllr Leitch reported praise for the Linstock play area equipment from visitors to the area.

Cllr Watson requested an update regarding progress with Brunstock Pond. It was confirmed that the contractor has planned works on 18th May and 25th May. Cllr Watson was requested to attend on-site if available.

Cllr Nicholson noted a complaint regarding grass cutting in Linstock. He also reported a complaint regarding the road surface in Tarraby caused by ongoing construction works.

Cllr Nedved reported on the availability of Great Big Green Week grants available from Cumberland Council, with up to £300 being available to help organisations arrange events taking place during 10th-18th June.

SR 305/05/23 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on Wednesday 14th June at 7.30pm in Linstock WI Hall.

Exclusion of Press & Public - Part B Item

The following item is considered confidential and the exclusion of members of the public or press as permitted under the Local Government Act 1972 is necessary.

SR 306/05/23 Staff Arrangements

The Clerk left the meeting for this item.

A paper outlining recommendation of the Finance/Risk Working Group had been circulated alongside the agenda to members.

Resolved:

- A new post of Assistant Clerk be created, to be employed for 20 hours per month on scale 7 – 17.
- The existing post of Clerk/Responsible Financial Officer be reduced from 96 hours per month to 65 hours per month and re-graded to salary scales 18 – 28.
- The Clerk to be moved incrementally to point 24 with effect from 1 June 2023.

There being no further business the Chairman closed the meeting at 8.50pm.