

**STANWIX RURAL PARISH COUNCIL**  
**Draft Minutes of a meeting held on Wednesday 14<sup>th</sup> June 2023**  
**at 7:30 in the WI Hall, Linstock**

**PRESENT**

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

**IN ATTENDANCE**

Thirteen members of the public. One member of the press. The Clerk, S Kyle.

**SR 307/06/23 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllr A Coles. Apologies were also noted from Cumberland Cllrs J Mallinson and B Wernham.

**SR 308/06/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 10 May 2023**

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

**SR 309/06/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST**

Requests for dispensations were received and granted to Cllrs Leitch, Nedved, Nicholson, Robinson, Savory and Watson in respect of all matters relating to planning application 23/0273.

Declarations of interest were made by Cllr Leitch in respect of planning application 23/0267; the applicant being known to her.

**SR 310/06/23 PUBLIC PARTICIPATION**

*Public Participation began at 7.34pm.*

**311.1 Members of the Public**

Further to a public meeting held on 10 June 2023 regarding planning application 23/0273, with approximately 250 residents in attendance, members of the public were invited to make additional representations to supplement the views already heard.

Resident A summarised representations made at the public meeting on 10<sup>th</sup> June, noting the collective feel for the unsustainable development. He reiterated concerns including several elements of apparent contradiction with the local development plan, traffic, school places, drainage, the effect on the world heritage site and listed buildings. He stressed the impact that the development would have on the community.

Resident B reported further inconsistencies in the planning application, including issues regarding drainage and noise.

Resident C noted concerns regarding noise pollution effects that the proposed acoustic fence may have upon their property.

Resident D requested clarification over what form the response from the Parish Council would take? The Chairman suggested they consider previous objections lodged in response to large scale development for examples. It was also reported that Parish Council would register a right to speak.

Resident E provided thanks to the Council for the meeting held on Monday and providing residents the opportunity to have their say.

Resident C requested further information on a proposed drop-in by the developers. The Chairman noted that all requests for a further public meeting involving them had been denied. He confirmed a drop-in session would be hosted by the developers from 4pm to 8pm on 28<sup>th</sup> June in Houghton Village Hall. The Chairman is to request that the Cumberland Cllr's attend this drop-in for at least part of the time.

Concerning alternative parish matters, resident E noted she had provided comments regarding the accuracy of the May minutes, which she had requested be circulated to members. The Chairman confirmed they had been. She further noted that she had seen in the May minutes that the Council proposed incurring expenditure on legal expenses to determine legal ownership of the drain adjacent to 1 – 8 The Green. Resident E implored the Council to consider spending any money contributing towards to drain repairs, rather than on legal fees. Furthermore, she reported welfare concerns for an adjacent resident and requested the matter be resolved prior to them having to endure another winter with the drainage issues.

Resident F requested clarification on the procedure for the Parish Council planning response; it was confirmed a view would be considered once the Council reached the agenda item.

### **311.2 Cumberland Cllrs**

No Cumberland Cllrs were in attendance.

*Public participation ended at 7.49pm.*

### **SR 312/06/23 PLANNING MATTERS**

**312.1 Resolved** to consider planning applications received:

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

Further to both the public participation session and the substantial representations heard at the public meeting, it was determined that a protracted discussion was unnecessary. Additional comments were received regarding a public right of way across the land, biodiversity, school provision, flooding, and ecology.

**Resolved** that the Parish Council strongly object to the above proposal. The matter was referred to the planning group for consideration of a draft response.

**312.2 Resolved** to ratify responses made prior to the meeting:

**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

*Twelve members of the public and one member of the press left the meeting at 7.59pm.*

**312.3 Resolved** to consider further planning applications received:

**23/0357 Land adjacent to Shortdale Cottage, Tarraby Lane, Tarraby, Carlisle, CA3 0JT** - Erection Of 4no. Dwellings (Reserved Matters Application Pursuant to Outline Approval 20/0692)

**Resolved** to determine in accordance with local and national planning policy and guidance.

**23/0378 Stonedale Farm, The Green, Houghton, Carlisle, CA3 0LN** - Siting of A Residential Caravan to Be Occupied in Conjunction with The Existing Equestrian/Agricultural Business

**Resolved** to determine in accordance with local and national planning policy and guidance with conditioning requested to restrict future occupancy to the applicant, spouse and children.

*One member of the public re-entered the meeting at 8.02pm.*

**312.3 Resolved** to note permission notices received:

**23/0180 Westbank Cottage, 22 The Green, Houghton, Carlisle, CA3 0NF** - Change of Use from Residential to Photography Studio on Ground Floor and Massage/Beauty Therapist on First Floor

**23/0198 The Hawthorns, Linstock, Carlisle, CA6 4PY** - Variation of Condition 2 (Approved Plans) Of Previously Approved Planning Permission 23/0022 (Erection of Single Storey Rear Extension to Provide Garden Room) To Change French Doors with PVCu Frames to Bi-Folds with Aluminium Frames

**23/0219 47 Antonine Way, Houghton, Carlisle, CA3 0LG** - Erection of Two Storey Side Extension to Provide Garage, Utility & Kitchen on Ground Floor with En-Suite Bedroom Above

**312.4 Resolved** to note withdrawn applications:

**19/0973 Land adjacent to Shortdale Cottage, Tarraby Lane, Tarraby, Carlisle, CA3 0JT** - Proposed Landscaping of Plot Boundaries and Access Arrangements for Each Plot (Reserved Matters Application Pursuant to Outline Consent 18/0796)

Cllr Robinson noted that planning application 22/0297 had been removed from the agenda; the application to be reinstated for updates at the July meeting.

## **SR 313/06/23 ADMINISTRATIVE MATTERS**

### **313.1 Transcription Equipment**

**Resolved** to authorise expenditure to a maximum of £450 for the purchase of recording equipment for Council meetings. Members were advised that the Council are authorised to record proceedings as outlined in Standing Orders.

## **SR 314/06/23 VILLAGE MATTERS**

### **314.1 Houghton Village Green Drainage (1 – 8 The Green)**

It was reported that the insurance legal helpline had provided verbal advice regarding the drainage ownership issue. They had, in conversation with the Chairman, provided opinion that the drain did not appear to be proven to belong to the Parish Council. It was suggested that the matter continue to be progressed, with the planned camera survey and potential root cutting, to be carried out as soon as practicable. Riverside Housing are also to be chased again to remove the wooden post from the pipe. As a future step, a local legal firm with specialism in land management and drainage is to be sourced.

### **314.2 Brunstock Pond**

Works continued to progress on the pond, which has now been lined and filled with water. The edges are to be turfed once weather allows.

**Resolved** to make a fifty percent interim payment to the pond contractors for works completed to date.

## **SR 315/06/23 CLERK'S REPORT**

### *Goalposts*

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

## **SR 316/06/23 HIGHWAYS MATTERS**

### **316.1 Speed Indication Device**

A data report had been circulated alongside the agenda and was received and noted. It was reported that 1,226 vehicle movements in one direction per day were being recorded, with 15% of vehicles travelling in speeds more than 33mph.

### **316.2 Speedwatch**

It was reported that 5 observations had taken place by the two volunteers in the Houghton Community Speed Watch team. An improved reporting system (using a smart phone app) allows data to be recorded in real time and submitted to a central database. 28 vehicles had been caught speeding; speeders are classed as those travelling at 36mph and above although it was noted unofficially that there were many recorded doing 34/35mph. It was observed that the team's presence and the speed sign seem to be having a noticeable effect as fewer speeding vehicles were being observed than during earlier Speedwatch sessions.

### **316.3 Tarraby Lane**

Concerns were raised that planned highways works to Tarraby Lane, leaving no vehicular access possible, had been advertised and actioned with no consultation with either the Parish Council or residents.

**Resolved** that a letter of complaint be sent to Highways and that consideration for those physically unable to walk the length of Tarraby Lane be made.

### **SR 317/06/23 FINANCE MATTERS**

#### **317.1 Payments**

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

<b>Payee</b>	<b>Details</b>	<b>TOTAL</b>
Sarah Kyle	June Salary & Reimbursements	£1595.26
HMRC	June PAYE	£264.24
HMRC	June Pension	£110.86
Houghton in Bloom	Grant	£600.00
Lakeland Landscapes	50% pond works payment	£6364.00
Gordon Consultancy	Internal Audit	£114.00

#### **317.2 Bank Reconciliation**

Balances at bank as of 31<sup>st</sup> May 2023:

Cash Account	£1,005.15
Unity Bank (current a/c)	£2,776.34
Unity Bank (savings a/c)	£82,148.05
Income to 30/06/23	£46,508.05
Expenditure to 30/06/23	£9874.24

### **SR 318/06/23 Annual Governance and Accountability Return 2022/23**

#### **318.1 Internal Auditors Report**

**Resolved** to accepting the attached end of year internal auditors report for the financial year 2022/23.

#### **318.2 Annual Governance Statement**

**Resolved** to approve the attached Annual Governance Statement 2022/23 and to authorise the Chairman to sign the Annual return.

#### **318.3 Accounting Statements**

**Resolved** to approve the attached Accounting Statements for 2022/23 and authorise the Chairman and Clerk to sign the statements.

### **SR 319/06/23 COUNCILLOR MATTERS**

**Cllr Savory** reported the obstruction from view of two highways road signs; these to be reported by the Clerk.

**Cllr Robison** reported on a legal document (*relating to planning application 23/0273*) in a discussion to be continued outside the meeting with the Chairman.

**Cllr Nedved** requested clarity on the Houghton Rural Master Plan. The Chairman explained that the document was produced for consideration in the production of the CDLP 215 – 2030 and as such, would not be renewed.

**Cllr Nedved** further queried whether the Houghton Fair would be running in 2023. It was confirmed the Council had no plans to operate the event.

**Cllr Robinson** confirmed that members may object to planning applications as individuals. Any private response to any application should make clear that it is personal and not in their capacity as a Cllr.

#### **SR 320/06/23 DATE OF NEXT MEETING**

**Resolved** that the next meeting of the Parish Council will be held on Wednesday 19<sup>th</sup> July at 7.30pm in the Parish Hall, Crosby-on-Eden. It was reported that the office will be closed from 30 June until 12 July. Cllr Robinson confirmed previously submitted written apologies.

*Two members of the public left the meeting at 8.33pm.*

#### **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 321/06/23 Staff Arrangements**

*The Clerk left the meeting for this item.*

No applications had been received in response to the job advert for an Assistant Clerk. Consideration was consequently asked to be urgently considered regarding the temporary employment of a summer intern, as the Clerk's necessary reduction in hours was now an urgent priority.

#### **Resolved:**

- An available intern, to be employed, with immediate effect, for the summer period. Rate of pay and number of hours to be allocated equitably with the savings achieved from the Clerk's reduction of hours.
- The existing post of Clerk/Responsible Financial Officer be reduced temporarily for July and August from 96 hours per month to 78 hours per month. A further reduction to take place once possible.
- The Assistant Clerk position to be re-advertised in due course, for a September start if achievable.

There being no further business the Chairman closed the meeting at 8.44pm.