

STANWIX RURAL PARISH COUNCIL
Draft Minutes of a Meeting held on Wednesday 13th December 2023
at 7:30 in the Village Hall, Houghton

PRESENT

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

IN ATTENDANCE

Cumberland Cllr J Mallinson. The Clerk, S Kyle.

SR 370/12/23 APOLOGIES FOR ABSENCE

Apologies for absence were noted from Cumberland Cllr B Wernham.

SR 371/12/23 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8th November 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 372/12/23 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

A dispensation request in respect to precept setting was granted to Cllr N Watson. Dispensation requests had been previously granted in May in respect of precept setting to the other attending members.

Cllr Nicholson declared an interest in items on the payment schedule, his spouse being the treasurer of Houghton Village Hall.

SR 373/12/23 PUBLIC PARTICIPATION

No members of the public were present.

Cumberland Cllr J Mallinson noted he had grant funding available for community groups; applications from eligible applicants should be submitted as soon as possible in the new year. He also reported that the works undertaken on the car park verges in Houghton were undertaken as a gesture of goodwill by Cumberland Council staff whilst in the area. Cllr Mallinson also requested that any information on gritting routes that had been removed from the schedule should be reported to him.

SR 374/12/23 PLANNING MATTERS

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

23/0800(1) Houghton House Farm, Houghton, Carlisle, CA6 4DX - Erection of Timber Orangery to Replace Existing Conservatory; Replacement Doors to Pool Room & Erection of Detached Summerhouse (LBC)

374.2 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

It was reported that 43 new documents had been submitted since 8 November and that

the deadline for response to these was 22 January. It is anticipated that the application might go to the March Development Control Committee. Work will continue to evaluate the documents to formulate the Parish Council response.

374.3 To Note Permission Notices Received

21/0794 2 Tribune Drive, Houghton, Carlisle, CA3 0LE - Erection Of 1.97 Metre Fence (Retrospective)

23/0696 6 Green Lane, Houghton, Carlisle, CA3 0NT - Demolition of Rear Conservatory; Erection of Single Storey Rear Extension to Provide Additional Living Accommodation

23/0654 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Demolition of Bothy (Retrospective); Erection of Facsimile of Demolished Bothy

23/0701 Fairholme Farm, Birky Lane, Walby, Carlisle, CA6 4QL - Change of Use of Former Poultry Units To 4no. Units for Use Class B8 (Storage & Distribution)

23/0706 21 Whiteclosegate, Carlisle, CA3 0JA - Erection of Single Storey Rear Extension to Provide Enlarged Living/Dining/Kitchen Together with First Floor Side Extension to Provide Bathroom

374.4 To Consider Additional Planning Matters

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

It was reported that revised layouts are anticipated therefore the application is currently on-hold. Statements are also still awaited from United Utilities and the Environment Agency. The application is therefore not expected to progress prior to the March Development Control Committee meeting. Praise was noted for the planning officer in charge of this case for his transparency and communication with members.

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

It was reported that the Parish Council objection that had been submitted in November had been marked as a complaint rather than objection so was being handled in an alternate system. A subsequent objection had been lodged that refers to the previous correspondence. The earlier letter is still not available online.

It was also reported that revised plans are anticipated, and the period of public consultation would be subsequently extended. Concerns were however raised that this had not yet happened despite works continuing. Concerns were also raised regarding the lack of email correspondence forthcoming from the planning team. Members were advised to ensure that the copied in both the ED Admin email address and senior officers when corresponding with planners.

With reference to previously raised concerns regarding a lack of Enforcement staff, it was reported that an additional Enforcement Officer has been employed to work alongside 2

to three others in Cumberland Council. No information was available regarding the number of building control staff available.

Resolved that the lack of transparency on the website regarding the objection be raised and that additional concerns be lodged regarding the ongoing works and inadequate responses to emails.

SR 375/12/23 Administrative matters.

375.1 Community Led Plan

Resolved to investigate the feasibility of holding a "Community Fair". Invitations to be extended to community groups and relevant providers to attend a social evening in Houghton in the spring to showcase local services and groups and to garner views for the updated Community Led Plan.

375.2 Councillor Vacancies

Members were requested to consider suitable candidates to fill the vacancies on the Council. An advertising campaign has been launched with further information, including a personal statement from Cllr Leitch, to follow.

Resolved to note the resignation of Mr D Milburn.

375.3 Bus Services

Members were informed that a £3m budget for improving public transport services in the County was available and a suggestion for the allocation of funds towards the Border Rambler voluntary bus service was made. An allocation towards the Hadrian's Wall bus was also proposed.

Resolved to contact both bus providers to discuss their capacity and future intentions before writing to Cumberland Council with the suggestions for budgetary support.

375.4 Play Area Inspections

Resolved that quotations be obtained for a monthly maintenance and inspection contract for the Parish Council controlled play areas.

375.5 Party Political Advertising Policy

Discussion was held regarding a draft policy to deal with requests to share information originating from a party-political source.

Resolved to reject the draft proposal. Resolved instead to prohibit all future political advertising of any nature, including the sharing of information from any potential candidate, elected political member or any political party.

SR 376/12/23 CLERK'S REPORT

It was reported that the noticeboards at Tribune Drive and Low Crosby were again operational. The boards at Whiteclosegate and Crosby Moor remain out-of-service. Discussion was held regarding noticeboard replacement; the Cumberland Cllr fund to be investigated for potential grant support.

It was also reported that quotations for the painting of the Low Crosby bus shelter were to be obtained.

SR 377/12/23 HIGHWAYS MATTERS

377.1 Jackson Road

A complaint had been received from a member of the public regarding the above, which had now escalated into residents being verbally abused by drivers. The complaint followed the meeting recently attended by the Chairman with Highways and the school that had considered various options. These included using part of the school field for parking, double yellow lines, and a one-way system on Jackson Road. Members noted that the issue was a long-standing problem with a clear solution not immediately available. Support will however continue to be provided towards any achieved a working solution.

A concurrent issue with parking in the lay-by opposite the village shop was also reported, with concerns over vehicles parking there for all or a long part of each day. The lack of enforcement was agreed as being a barrier to most means of deterrent.

Resolved to write to the school and nursery to ask that parents and visitors be reminded that they should not park in the lay-by, which is designated for short-term (20 minutes) parking only.

SR 378/12/23 FINANCE MATTERS

378.1 Payments

Resolved to authorise the payment of invoices below:

Payee	Details	Method	Gross Amount
Sarah Kyle	December Salary & Reimbursements	BACS	£1,661.76
HMRC	December PAYE	BACS	£483.61
NEST	December Pension	DD	£141.78
A Kyle	December Salary	BACS	£385.00
Linstock WI Hall	Rental	BACS	£20.00
Houghton Village Hall	Grant	BACS	£466.99
Play Inspection Company	Inspection	BACS	£234.00
Brian Smith	Notice Boards	BACS	£178.00
ICO	Data Protection	DD	£35.00
C Nicholson	Reimbursement	BACS	£228.98
S Splinter	Signage	BACS	£75.00
			£3,910.12

378.2 Bank Reconciliation

Resolved to note the bank reconciliation on 30 November 2023:

Balance at 01.04.2023	£48,554.48
Receipts to 30.11.23	£55,528.82
Expenditure to 30.11.23	£34,300.01
Cash book balance 30.11.23	£69,783.29

Represented by: Current A/C (Unity)	£1,280.65
Savings A/C (Unity)	£67,497.49
Balance at bank 30.11.23	£68,778.14
plus cheques still to be deposited (£1,005.15)	£69,783.29

378.3 Grants 2023/24

A request had been received from Houghton Guides to carry-forward the allocated grant of £1000 for attendance at a Christmas pantomime, to the next financial year.

Resolved not to grant permission for the funds to be carried forward. It was agreed instead that the group should reapply for necessary funds with an updated application in the next Council year.

378.4 Budget and precept 2024/25

A report had been circulated to all members alongside the agenda, with full proposals detailing the budget for 2024/25.

Resolved to accept the recommendation of the finance and risk working group that the precept be held at £46,500 for the forthcoming council year. Also resolved that the proposed budget for 2024/25 be accepted.

SR 379/12/23 COUNCILLOR MATTERS

Cllr Savory reported that the free pest control service for rats had been removed from the Cumberland Council services, although a concession was available. Concerns were expressed that a public health hazard may arise if residents are unable to afford to pay for rodent control. The matter will be considered fully in January.

SR 380/12/23 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on Wednesday 17th January at 8pm in the Village Hall, Houghton. Agenda items to be submitted to the Clerk before 10th January 2024. Please note the later date and time of the meeting.

Cumberland Cllr J Mallinson left the meeting at 8.58pm.

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 381/12/23_Grounds Maintenance Tenders

Three tenders had been received and these had been considered in-depth in an anonymised process by the finance and risk working group.

Resolved to award a 12-month contract, renewable for up to 2 further years (totalling three years) to Cluaran Landscape Services at £9,235 plus VAT per year, remaining the same for each of the three years.

There being no further business the Chairman closed the meeting at 9pm.