

STANWIX RURAL PARISH COUNCIL

MINUTES OF MEETINGS

May 2007

to

April 2008

STANWIX RURAL PARISH COUNCIL

REGISTER OF ATTENDANCE 2007/2008

Year		2007												2008				
Month		May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April		Total			
	Ward																	
Name																		
Alecock S	C & L	✓	✓	✓	Ap 22 nd	✓	✓	✓	✓	✓	AP	✓	Ap.					
Cawley G	C & L	Ap	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Gascoigne P	Houghton	✓	✓	✓	Ap 8 th	✓	AP	✓	✓	✓	AP	AP	✓					
Lightfoot A	Houghton	Ap	✓	✓	✓	AP	AP	✓	✓	✓	✓	AP	✓					
Newstead P	Houghton	✓	Ap.	✓	AP.	AP.	Ap.	Ap.	✓	•	•	✓	✓					
Nicholson C	Vallum	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Robertson Y	Houghton	✓	✓	Ap	✓	✓	AP	✓	✓	✓	✓	✓	✓					
Roelich T	Houghton	✓	✓	✓	✓	✓	•	✓	AP	✓	✓	✓	AP					
Scorer A	Houghton	✓	Ap	Ap	✓	•	✓	AP	✓	✓	✓	✓	AP					
Taylor J	Vallum	✓	✓	✓	✓	✓	AP	✓	✓	✓	✓	✓	✓					
Telford J	C & L	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓					
Watson J	Houghton	✓	✓	✓	✓	AP.	AP	✓	✓	✓	AP	✓	✓					
Welsh A	Vallum	Ap	✓	Ap	✓	✓	AP	✓	AP	✓	AP	✓	AP					
Fox M	C & L	•	•	✓	✓	✓	✓	AP	✓	✓	✓	✓	✓					
HAMILTON Y	Houghton	•	•	Ap	✓	AP	✓	✓	AP	✓	AP	✓	AP					
Bainbridge J	Carlisle Cty	Ap	✓	✓	Ap 22 nd	✓	✓	✓	✓	AP	✓	✓	AP					
Bowman M	Carlisle Cty	Ap	✓	✓	Ap 22 nd	✓	✓	AP	✓	AP	✓	✓	AP					
Mallinson J	County Cl	✓	Ap	✓	✓	•	✓	•	•	AP	✓	AP	•					
P C K Hughes	Police	Ap	✓	Ap	•	✓	•	Ap	AP	✓	✓	AP	✓					
Total Atts		11	14	14		13	10	13	14	15	13	15	11					

Alisdair Wright
from Nov '07

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STANWIX RURAL PARISH COUNCIL

It being after the Local Election of May 3rd 2007 and before the meeting commenced, all those parish Councillors present signed Declaration of Acceptance forms and completed Notification of Financial and other Interests Forms.

Minutes of the Annual Meeting of the Parish Council held on 9th May 2007 in Crosby Parish Hall, Crosby on Eden.

SR 190/05/07 Election of Chairman for the year 2007-08

Cllr C Nicholson was unanimously elected Chairman for the coming year and signed the Declaration of Acceptance of Office.

SR 191/05/07 Apologies for absence

Apologies were received and accepted from Cllrs G Cawley, A Lightfoot, A Welsh and City Cllrs J Bainbridge and M Bowman

SR 192/05/07 Present

Cllr C Nicholson (Chair) and Cllrs S Alecock, P Gascoigne, P Newstead, Y Robertson, T Roelich, A Scorer, J Taylor, J Telford and J Watson

SR 193/05/07 In attendance – County Councillor J Mallinson and 1 member of the public

SR 194/05/07 Election of Vice-Chairman

Cllr G Cawley was unanimously elected Vice Chairman

SR 195/05/07 Declarations of Interest

Cllr J Watson declared a personal and prejudicial interest in a planning matter under item 9 of the Agenda.

SR 196/05/07 Minutes of the meeting of the Parish Council held on 11th April 2007.

Resolved that the minutes of the meeting of the Parish Council held on 12th April 2006 be received, agreed and signed by the Chairman as a correct record.

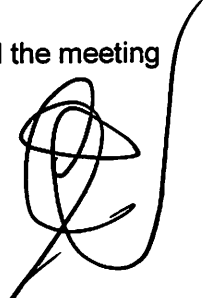
SR 197/05/07 Public Participation

The Chairman adjourned the meeting to allow members of the public an opportunity to address the Council or raise matters of interest.

Mr D Sowden of Crosby on Eden asked the Council to consider action in regard to vehicle damage to the traffic island and bus stop opposite his house. He was also concerned about similar damage by large vehicles to the surface edging on the road to the Golf Course, opposite the Church.

County Councillor Mallinson undertook to pursue the issues with Highways Officers.

The Chairman reconvened the meeting



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SR 198/05/07 – Administration and Governance matters

198/1 Vacancies

It was noted that two vacancies, one for the Cosby/Linstock Ward and the other for the Houghton Ward, remained after the recent local elections. The Clerk advised that they could be filled by co-option within 35 working days of the election (up to 21st June 2007). Four persons had expressed an interest in joining the Council.

Resolved that the Clerk write to candidates asking them to submit a written application to include "what they did, what involvement in any organisation they might have and any interest in the local community". Applications should be received by 31st May and a decision will be made the next meeting on 13th June.

198/2 Appointment of representatives to be members of or attend outside bodies

It was resolved to appoint representatives to the following outside bodies -

- Stanwix and Wetheral Neighbourhood Forum – Chairman, Vice Chairman and Clerk
- Cumbria Police Authority Community Forum (Carlisle) - Cllrs T Roelich and J Taylor
- Houghton Village hall Committee – Cllr A Lightfoot
- Crosby Parish Hall – vacancy to be considered at future meeting
- County and Carlisle Gypsy and Traveller Group – Cllr C Nicholson
- Carlisle City Council Environment forum – Cllr Y Robertson
- Hadrians Wall Local Concerns Group – Cllr G Cawley.

198/3 Councillor Surgeries

Resolved that the Chairman and another Councillor attend each Surgery and that the Clerk circulate a suggested rota and dates among all members.

198/4 Councillor Training

The following Councillors agreed to attend the CALC "Effective Councillor" training course on 14th June at the Castle Inn Bassenthwiate –

- Cllr P Newstead – 2.30pm to 5.00pm
- Cllr Y Robertson – 2.30pm to 5.00pm
- Cllr S Alecock – 6.30pm to 9.00pm
- Cllr J Telford – 6.30pm to 9.00pm
- Cllr T Roelich – 6.30pm to 9.00pm

It was also agreed that Cllr C Nicholson attend the experienced Chairman Course on 27th September

The Clerk was authorised to arrange the payment of course fees in the sum of £15 per Councillor.

SR199/05/07 Finance Matters

199/1 Accounts to year ended 31st March 2007 – Several features of presentation were discussed and amendments for the future were suggested.

Resolved to approve the accounts for the purposes of the Annual Return and that an amended version to include more detail of the Clerk’s salary and expenses together with a breakdown of “administration” be made available at the next meeting.

199/2 Internal Auditors report – **Resolved** to receive and approve the internal auditor’s report for the Accounting period ended 31st March 2007

199/3 Audit Commission Annual Return for Year Ended 31st march 2007 –

Resolved to approve the statement of Assurance. The Chairman was authorised to sign the Annual return for the year ended 31st March 2007

199/4 HSBC Bank Mandate – Cheque signatories

Resolved that Bank mandate be for six signatories and the following be authorised to sign cheques on behalf of the Council -

- Cllr S Alecock
- Cllr C Nicholson
- Cllr P Newstead
- Cllr Y Robertson
- Cllr J Taylor
- Cllr J Telford

It was noted that the Bank mandate required any two out the six Councillors to sign cheques

199/5 Precept 2007/08 - Receipt of the precept for 2006/07 in the sum of £34,550.00 was noted

199/6 Resolved that the following payments be approved –

PAYEE	DETAILS	AMOUNT	V'CHER	
			No.	CHQ.No.
CS Moth	Salary&Expenses	772.6	186	101005
HM Customs & Rev	Tax & NI	301.45	187	101006
Getmapping	photo copyright	258.50	188	101007
Cum Pl'ing F'ld Assocn	Subs 07-08	20.00	189	101008
Thurnams	Office Supplies	39.56	190	101009
Eden Woodland Cons	Grass Cutting	591.22	191	101010
Allianz Cornhill	Insurance	564.73	192	101011
GCawley	Broadband reimbursement	22.48	193	101012
C Nicholson	Broadband reimbursement	87.50	194	101013
JeanAirey	Internal audit fees& expenses	164.50	195	101016
Thurnam	Toner cartridge	105.74	196	101015

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200/05/07 Planning Matters

200/1 Applications

The following applications were considered –

Appn 07/0009 Tarraby Farm, Tarraby – Fell 4 apple, 1 Birch and 2 poplar trees (conservation area). Resolved to approve the application provide the applicant replaces the trees within a timescale and a position agreed with the Tree Preservation Officer

Appn 07/0347 Little Bobbington, The Knells – First Storey Extn and additional living accommodation and detached garages. Resolved to submit "no observations"

Appn 07/0351 Land at rear of the Beeches, Houghton Rd, Houghton – formation of access road and erection 1 No. bungalow and 2 No. dormer bungalows(reserved matters). Resolved to submit "no observations"

Appn 07/0353 The Beeches, The Green, Houghton – demolition of artist studio, garage and out building and erection of 3 bed dwelling house and garage.

Resolved to object because the Parish Council considers that any further development, beyond that permitted by the existing outline consent:

- Would have adverse impact upon the privacy and amenity of neighbouring residents and;
- Would constitute an over intensive use of this site such as to further prejudice the character of the locality, and;
- would further prejudice road safety and traffic congestion in the vicinity of the highway access and
- he Parish Council requests that members of the Development Control Sub-Committee make a site visit.

Appn 07/0388 Quercetum, Brunstock – single storey rear extns to provide en-suite bedroom, sunroom, porch and dining room. Resolved to submit "no observations"

Appn 07/0394 L/A Westwinds, Linstock – Erection of 1 detached dwelling (outline application)

Cllr Telford expressed a personal and prejudicial interest but it was agreed that she remain in the meeting as she was able to inform members in the discussion. Cllr Telford was excluded from voting in the Council's decision.

It was resolved to object on the following grounds –

- Poor visibility for highway access/egress
- Problems with drainage infrastructure
- No public sewer in Linstock

Appn 07/0403 154 Houghton road, Houghton – Variation of Conditions 02 &03 of Planning application 92/0182. - Condition 02 to be changed from Mrs B J Collie to Miss Georgia Collie. Condition 03 to be changed from working hours from 08.00 to 15.15 on Tuesday, Thursday and Friday to Tuesday(09.00 to 18.00),Wednesday(09.00 to 15.00),Thursday(12.00noon to 20.00) and Friday(08.00 to 15.00). Resolved to submit "no observations"

Appn 07/0405 Crosby House, Crosby – Conversion of barn to create camping barn(revised application). Resolved to submit “no observations”

Appn 07/0421 The Knells Country House Ltd, Houghton – erection of 7 external wall lamps (LBC). Resolved to agree provide the lamps fitted are non light polluting.

Appn 07/0428 – Houghton Nursery Group, Jackson Road, Houghton – Erection of signage

Cllr Watson expressed a personal and prejudicial interest but it was agreed that he remain in the meeting. Cllr Watson was excluded from voting in the Council’s decision.

Resolved to submit “no observations”

Appn 07/0446 Land adjacent to Golf Driving Range, off California Road, Carlisle – Residential Care Home x 70 beds (outline).

Resolved to object on the following grounds:

- The site of the proposed development is located outside any recognised settlement boundary.
- The proposal is not adequately justified
- The proposed development is contrary to Local Planning policies
- The proposal would result in an undesirable precedent.
- The proposal is contrary to the objectives of the advice within PPS7 (Sustainable Development).
- The proposal would lead to unacceptable increases in traffic.
- Issues of light pollution

Appn 07/0467 Croft House, Tarraby – Construction of 1st Floor extension to front elevation to provide bedroom, dressing room and bathroom.

Resolved to submit “no observations”

200/2 Permissions – the following permissions were noted -

Appn 07/0113 – 2 Centurions Walk, Houghton, Carlisle – single storey extension to rear of dwelling and porch to front.

Appn 07/0234 Whiteclosegate Garage, Brampton Old Rd, Carlisle –Change of use of land to increase vehicles allowed for sale from 10 to 22 (retrospective)(revised application).

Appn 07/0067 33 The Green, Houghton – Change of use of land to rear for the storage of 4 caravans

200/3 Refusal of Permission – the following refusal of permission was noted -

Appn 07/0231 – Houghton Hall – Variation of planning condition 12 ref Appn 05/0477 to allow for display of temporary buildings.



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201/05/07 Village Matters

Houghton - Village Hall – “no ball games” notice. Resolved that this matter be considered at the next meeting

202/05/07 Councillor Matters

Linstock Village Green – it was noted that the annual WI car boot sale would be held on Sunday 1st July

A689 from Junction 44 – Speed indicator sign – reported to hotline but no action to date.

A689 St John’s Bridge junction. The Clerk reported feedback from the Area Highways Engineer following representations by this Council, stating that all the recent road safety innovations between the Linstock roundabout and J44 of the M6 would be reviewed.

Chestnut Grove, Houghton – lighting failures were reported

203/05/07 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received. It was noted that guidance on the new Code of Conduct for members would be published soon.

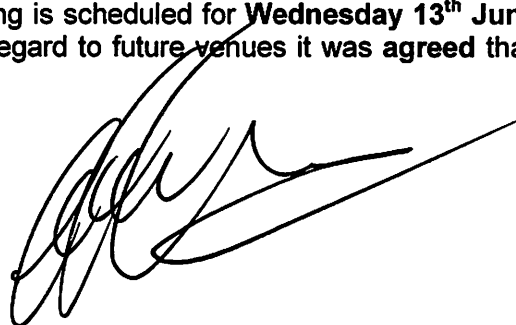
204/05/07 Declaration of Acceptance of Office

Resolved that Cllrs G Cawley, A Lightfoot and A Welsh be permitted to complete the Declaration of Acceptance of Office before or at the next meeting of the Council.

205/05/07 Date of next meeting

The next meeting is scheduled for **Wednesday 13th June at 7.30pm in Houghton Village Hall, Houghton.** In regard to future venues it was agreed that the search for alternative premises be continued.

Signed
Chairman
13th June 2007



STANWIX RURAL PARISH COUNCIL

248.

Minutes of a meeting of the Stanwix Rural Parish Council held on Wednesday 13th June 2007 in The Village Hall, Houghton.

SR206/06/07 Apologies for absence

Apologies for absence were received from Cllrs P Newstead, A Scorer and County Cllr J Mallinson.

SR207/06/07 Present

The Chairman, Cllr C Nicholson and Cllrs S Alecock, G Crawley, P Gascoigne, A Lightfoot, Y Robertson, T Roelich, J Taylor, J Telford, J Watson and A Welsh.

SR208/06/07 In attendance

City Cllr J Bainbridge
City Cllr M Bowman
PC K Hughes
2 members of the public

SR209/03/07 Declarations of Interest

Declarations of a personal interest were made by -

Cllr S Alecock – Item 6 - Planning application 07/0252
Cllr C Nicholson – Item 10.1 – Crosby on Eden Playing Filed (use by School)

SR210/06/07 Minutes of the meeting of the Parish Council held on 9th May 2007.

210/1 The minutes of the meeting of the Parish Council held on 9th May 2007 were received and agreed save for the following amendments:-

Min 200/1 – Appn 07/0405 Crosby House, Crosby. The resolution “no observations” to be deleted and replaced with the words “the Parish Council supports this application”

Min 200/1 – Appn 07/0009 - Tarraby Farm, Tarraby - add the words “unless this action is precluded by decision in respect of appeal by the applicant”

210/2 – Payments - Resolved that the Internal Auditor be asked to advise in regard to the presentation of the salary of the Clerk

SR 211/03/07 Public Participation

No matters were raised by members of the public.

SR 212/06/07 Finance matters

212.1 Income of £510.47 from HM Revenue and Customs for recovered VAT for the period 1/10/06 to 31/3/07 was noted.

212.2 Grants approved by the City and County Councils were noted as follows -

- 5 new notice Boards - £2250
- Internal redecoration of Crosby Village Hall - £1000
- Technical assessment fees re asbestos in Houghton Village hall - £500 or up to 60% of fee

212.3 Accounts for year 2006/07 – A paper was received from the Clerk, clarifying a number of issues raised at the last meeting. The Clerk answered members' questions. **Resolved** that the Accounts for 2006/07 be approved.



212.4 Resolved that the following payments be approved-

PAYEE	DETAILS	AMOUNT	V'CHER No.	CHQ.No.	
CS Moth	Salary	607.35			
	Expenses	73.92			
	Total	681.27	198	101018	
HM Customs & Rev	Tax & NI	279.19	199	101019	
BT	Tel A/C	66.46	200	101020	
West Coast Surveys Information	Asbestos survey Houghton VH	544.03	201	101021	
Commissioner	Renewal of Data Prot'n reg	35.00	202	101022	Supp
Eden Woodland Cons	grass cutting May07	591.22	203	101023	Supp
Eden Woodland Cons	ExtraCuts May-07	99.88	204	101024	Supp

SR213/06/07 – Supplementary agendas

It was noted that some items for payment and planning had been received on a Supplementary agenda. Further, it was stated that that this appeared to conflict with the requirement that notice of 3 days be given of intended agenda items. The Clerk advised that whilst this was indeed the case the Council had accepted some time ago to apply the exception to the 3 day rule in that items that could not wait until the next meeting could be raised. This especially covered payments and certain, apparently non-contentious planning applications where the 21 day consultation period would elapse before they were brought to a meeting of the Council. Current procedures made for consultation between the Clerk and Chairman. In instances of doubt the item would be placed on the agenda for the next meeting.

Resolved to continue receiving supplementary agenda items, given acceptance of the point made.

SR214/06/07. Planning matters

214.1 Applications – Resolved to submit “no observations” in regard to the following applications -

07/0252 – Linstock Village Green – Construction of Timber Bus Stop (SRPC application)

07/0465 – 13 Lansdowne Court, Stanwix – change of use of land from agriculture to garden

07/0555 – 11 Hadrians Gardens, Carlisle – proposed two storey side extension to provide bedroom and study with single storey rear extension

07/0578 – Crosby Nursery, Laughingstock, Crosby on Eden – Proposed two storey extension and change of use of part of first floor to nursery use

07/0540 Ashgrove, Brampton Old Road, Carlisle – erection of sunroom and additional garage

07/0568 22 Jackson Road, Houghton – two storey extension to the west side , comprising ground floor kitchen/dining room, additional bedroom and revamp of existing bathroom. First floor bedroom with separate shower room.

07/0635 1 Rickerby Mews, Rickerby Mews, Rickerby, Carlisle - partial demolition of internal wall and minor alterations to kitchen door and bathroom(LBC)

250

250

214.2 Permissions

The following permissions were noted -

07/0306 – 38 Jackson Road, Houghton – replacement of flat roof with pitched roof over bedroom/garage

07/0308 – West House, Eden Grove, Crosby on Eden – Installation of a conservatory

07/0347 Little Bobbington, The Knells – First Storey Extn and additional living accommodation and detached garages.

07/0388 Quercetum, Brunstock – single storey rear extns to provide en-suite bedroom, sunroom, porch and dining room

Appn 07/0403 154 Houghton road, Houghton – Variation of Conditions 02 & 03 of Planning application 92/0182. - Condition 02 to be changed from Mrs B J Collie to Miss Georgia Collie. Condition 03 to be changed from working hours from 08.00 to 15.15 on Tuesday, Thursday and Friday to Tuesday(09.00 to 18.00), Wednesday(09.00 to 15.00), Thursday(12.00noon to 20.00) and Friday(08.00 to 15.00).

Appn 07/0405 Crosby House, Crosby – Conversion of barn to create camping barn (revised application)

Appn 07/0421 The Knells Country House Ltd, Houghton – erection of 7 external wall lamps (LBC).

214.3 Refusals

The following refusal was noted -

Appn 07/0276 Land adjacent to 7 The Nurseries Linstock – Erection of a two storey dwelling (outline application)

SR215/06/07 Planning Consultations

The Chairman reported that it had come to his attention that fraudulent representations had been made to the City Council in respect of two planning applications that had recently been the subject of public consultation. Written representations about the applications had been made by persons unknown, purporting to be three local residents. Each of the residents denied that they had submitted such representations. The Chairman had drawn the matter immediately to the attention of officers within the City Council.

Resolved to authorise the Clerk to write to the City Council raising serious concerns of the Council and asking that the Police be involved in any investigation; similarly that the residents themselves be encouraged to involve the police.

SR216/06/07- Appn 07/0421 The Knells Country house – Supportive action by the Chairman and Clerk following receipt of correspondence from a neighbour (Minute SR 200/05/07 refers) was noted

SR217/06/07 - Highways matters

217.1 Houghton - A copy of a letter from a Houghton resident - Mrs K Kerr to the Highways Department of the County Council concerning the poor condition of the road through Houghton Village was received. Mrs Kerr was particularly concerned that roads throughout the Village were in a dangerous state of repair such that accidents might soon occur. A

copy of the response from the Area Engineer (Carlisle) stating that no funds could be made available for repairs was also received.

Resolved to authorise the Clerk to write to the Chief Executive of the County Council, with copies to the Leader of the County Council and to Mrs Kerr, seeking assurances that action be taken to correct the funding situation such that repairs will be undertaken.

217.2 Linstock - a letter from a resident, Ms D Whitehead concerning the width of the road adjacent to her house opposite the end of the North green was received. Mrs Whitehead was concerned that the inadequate width of the road and the volume of traffic in front of her house would increase the incidence of damage to her property.

Resolved that the Area Engineer be asked to undertake a traffic audit of Linstock traffic and that this be done in consultation with Councillors representing the Crosby and Linstock Ward

217.3 Brampton Road – it was noted that repairs to the section of road from Stanwix Bank to the Art College on Brampton Road would take place between 23rd July and 17th August 2007

SR 218/06/07 - Administration and Governance matters

218.1 Vacancies - Houghton Ward and Crosby and Linstock Ward (SR 198/05/07 also refers)

Three written applications were received for a vacancy in each of the two wards and Members voted for each of the three candidates as follows -

Houghton Ward

Mr M Fox - Nil votes
Mrs V Hamilton 7 votes
Mr S Sedgwick - 4

Resolved that Mrs V Hamilton be co-opted to the Council

Crosby and Linstock Ward

Mr M Fox – 10 votes
Mrs V Hamilton – Nil votes
Mr S Sedgwick – 1 Vote

Resolved that Mr M Fox be co-opted to the Council

218.2 Flood Emergency Contact Cllr – Resolved to defer this matter to the next meeting.

219/06/07 Unitary Cumbria proposal

Members considered papers from CALC and Carlisle City Council updating the situation in regard to the Government's consultation on the Cumbria County Council proposal for a Cumbria Unitary Authority. It was noted that financial information contained in the County Council proposal appeared to be incorrect and that forecast savings could not be substantiated. There was further concern that the excellent relationship with Carlisle City Council would be disturbed to the detriment of residents in the Parish. Carlisle City Council sought the support of Parish Councils in opposing the County unitary bid and consideration of an alternative approach.

Resolved that the Clerk be authorised to write to the Secretary of State for Communities and Local Government stating this Council's opposition to the Cumbria County Council Unitary bid and supporting the response of the District Councils in Cumbria for an alternative approach.

220/06/07 – Police matters

PC Hughes referred to the siting of the Speed Indicator Device (SID). He was reassured that sufficient volunteers were available to move the equipment about the locality and noted members views for an increased police presence from time to time.

221/06/07 Village matters

221.1 Crosby on Eden – playing field. A request was received from the Crosby on Eden C of E Primary School that they be allowed to use the playing field adjacent to the Parish Hall for sporting activities. The frequency of use would be weekly and also for the annual sports when field markings would be made.

It was noted that the field was classed as a village green and therefore exclusive use could not be guaranteed to the school on the days of their use. Grass cutting frequencies would have to be increased but the school was willing to assist with costs

Resolved that the School be permitted to use the playing field; that the Parish Council fund extra grassing cutting until the end of the season after which the matter will be reviewed and that in the meantime there be an examination of legal issues and insurance matters for further report to the Council.

221.2 Crosby Play area – resolved to authorise the felling of a dead Ash tree adjacent to the Beck in the sum of £190+VAT by Eden Woodland Consultants Ltd

221.3 Houghton – Parking adjacent to the post office/shop – parking issues had again been raised, prompting further suggestions for control.

Resolved to ask the County Highways Department for advice in regard to parking bays, public notices and the permissions required for change and better control

221.4 Houghton – Resolved to authorise repairs to Village Green (football area) surface by Eden Woodland Consultants in the sum of £830+Vat

221.5 Linstock – The Public Telephone box conversion to “cashless” was noted

222.6 Linstock village green – to authorise the pruning of tree branches/crowns by Eden Woodland Consultants in the sum of £360+VAT

222/06/07 Councillor Matters

The following issues were raised –

222.1 Can “Police Matters” be placed early on the agenda? (Clerk will action)

222.2 Linstock -the Footpath group will examine the feasibility of a new footpath between the telephone box and the motorway bridge.

222.3 Dog Fouling, Houghton school – the matter will be reported to the City Council

222.4 7th Edition of “Local Council Administration - can a second copy be purchased? (Clerk will action)

222.5 Next Meeting agenda to include discussion about “Matters arising/Minutes action Column

223/06/07 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

224/06/07 Resignation of Clerk

The Clerk, Mr C S Moth gave notice of his resignation effective 31st July 2007, citing personal and professional reasons. Members thanked Mr Moth for his contribution to the Council's work.

225/06/07 Date of next meeting – the next meeting is scheduled for **Wednesday 11th July 2007** at 7.30pm in Houghton Village Hall, Houghton.

Signed 

Chairman

11.7.07

STANWIX RURAL PARISH COUNCIL

Minutes of a meeting of the Stanwix Rural Parish Council held on Wednesday 11th July 2007 in the Village Hall, Houghton

SR 226/07/07 Welcome – The Chair welcomed Cllr M Fox to his first meeting

SR 227/07/07 Apologies for absence

Apologies for absence were received from Cllrs V Hamilton, Y Robertson, A Scorer and A Welsh and PC K Hughes

SR 228/07/07 Present

The Chairman, Cllr C Nicholson and Cllrs S Alecock, G Crawley, M Fox, P Gascoigne, A Lightfoot, P Newstead, T Roelich, J Taylor, J Telford and J Watson

SR 229/07/07 In Attendance

County Cllr J Mallinson
City Cllrs J Bainbridge and M Bowman
3 Members of the public

SR 230/07/07 Declarations of Interest

Cllr J Telford declared a personal interest in item 6 of the agenda – Planning matters

SR 231/07/07 Minutes of the meeting of the Parish Council held on 13th June 2007.

The minutes of the meeting of the Parish Council held on 13th June 2007 were received and agreed

SR 232/07/07 Public Participation

No matters were raised by the general public

SR 233/07/07 Finance matters

233.1 Monthly Payments Schedule – presentation of Clerk’s salary – a report from the Internal Auditor was received and noted. It was confirmed that the issue of the Council’s own internal audit arrangements had been identified by the Risk Group. The Audit Commission was also encouraging Councils to be assured about the process of auditing its financial affairs. It was agreed that the matter be discussed soon.

233.2 Quarterly Monitoring report

A new quarterly report of Income and Expenditure against budget was received for the period 1st April to 30th June 2007. It was agreed that a “forecast outturn” column be included.

In answer to questions from Cllr J Watson the Clerk explained that within the Budget Summary - Administration, the line entitled “Clerks salary + tax + NI” , being a record of payments to both the Clerk and the Inland Revenue and Customs, comprised four elements – Clerk’s nett pay, personal tax deduction, personal National Insurance and the employers National Insurance. Cllr Watson was not satisfied with this explanation and it was agreed that he could examine the figures if he desired it.

above clerk to cover NI payments APRIL & MAY 2007 TAX + NI.

233.3 Concurrent Services grant

Receipt of the concurrent services grant of £6080 from Carlisle City Council was noted

233.4 Resolved that the following payments be approved -

CS Moth	Nett Salary		607.35	205	101025
CS Moth	Expenses	25.00			
	Travel	19.00			
	Room rent	32.00	76.00	206	101026
HM Revenue and Customs Tax and NI			279.64	207	101027
Eden Woodland Cons	Greens Maintenance		1014.22	208	101028
Eden Woodland Cons	Crosby Ash tree Felling		223.25	209	101029

SR 234/07/07 Planning matters

234.1 Applications

The Chairman's action in consultation with ward councillors with regard to the following application was **agreed**

Appn 07/0475 – the Knells Country House, Houghton – erection of conservatory – “no observations”

234.2 The following decisions were noted -

Permissions

Appn 06/1433 Joiners Shop, Linstock Road End, Linstock, Carlisle – Replacement of workshop and Joiners store; change of use of agricultural field to storage yard and new access(revised application)

Appn 07/0428 Houghton Nursery Group, Jackson Rd, Houghton – Erection of Signage (retrospective)

Appn 07/0465 – 13 Lansdowne Court, Stanwix – change of use of land from agriculture to garden

Appn 07/0467 – Croft House, Tarraby – First Floor extension to provide bedroom, Dressing room and bathroom

Appn 07/0475 and 07/0476(LBC)– the Knells Country House, Houghton – erection of conservatory

Appn 07/0555 – 11 Hadrians Gardens, Carlisle – proposed two storey side extension to provide bedroom and study with single storey rear extension

Refusals

Appn 07/0394 L/A Westwinds, Linstock – erection of one detached dwelling (outline)

234.3 The following appeals against the decision of the City Council to grant permission were noted

Appn 06/0743 land at The Knells, Houghton – New Care Home facility with car parking and water treatment plant (outline)

Appn 06/0420 – Land Adjacent South View, Houghton – Wood Chalet to be used for self catering accommodation (retrospective application)

SR 235/07/07 Highways matters

235.1 Linstock – It was noted that the Area Engineer will undertake a traffic survey.

It was agreed that this should be done in consultation with local ward Councillors G Cawley and J Telford + *Gordon Alexander*

255

SR 236/07/07 Administration and Governance matters

236.1 Clerk Vacancy – The following action was agreed –

Hours – to be 96 per month

Pay – to be within nationally agreed pay scales

Job Description – agreed that for the time being the role should be two fold – Clerk to the council and Responsible Financial Officer. Candidates would be advised of a possible split in the roles in the future.

Personal Specification – amended to include attainment of Qualification (Cilca) within an agreed timescale and the requirement to attend evening meetings

Timetable for recruitment

20 -27th July –Public Advert

10th August – return of applications to the Chairman

13/14 August – short listing for interview

20/21 August – interview

22nd August – Special Council meeting to confirm appointment

Advertisement

to include a short description of the area covered by the Council

to be placed in local newspapers for 3 nights – Thursday, Friday and Saturday

Recruitment Panel

The panel to interview and recommend a suitable candidate to be the Chairman, Vice Chairman and Cllr J Taylor

Handover

It was agreed that the present Clerk, Mr C Moth undertake a formal handover with the new clerk and be available to advise on process and procedure for a short period. It was also agreed that he be paid an honouraria for this work.

236.2 August Council meeting

It was agreed that with the meeting on 22nd August, the meeting scheduled for 8th August be not held unless urgent matters were to be considered. The meeting on 22nd August will be principally to consider the appointment of a Clerk, authorise payments and consider planning matters.

236.3 Agenda and Minutes

In response to a suggestion from Cllr J Taylor it was agreed that future agendas should include ~~reports on progress in regard to previously agreed action~~ and that the minutes should include an action column.

Secours Arising.

In regard to a further matters raised by Cllr Taylor the following decisions were made -

“Delegation” – agreed delegation was unlawful to anyone except the Clerk but possible to a committee

Need to review the Minutes of the past 14 months – agreed as unnecessary

236.4 Planning Committee

Resolved to consider establishing a planning committee at the September meeting of the Council

236.5 Information for Councillors

Resolved to purchase 4 copies of “The Parish Councillors Guide” by Paul Clayden (vice Prophet) in the sum of £14.50 each, to be available to Councillors. It was also agreed that no action be taken in respect of the previous decision (Min SR222.4/06/07 refers to purchase a copy of the 7th Edition of “Local Council Administration”

236.6 New Model Code of Conduct for Local Authority members

Action to be taken by 1st October 2007 was noted. A new Members Guide and Revised Notification of Interests form was distributed to members. The matter will be placed on the agenda for the September meeting. The Clerk will prepare the model for consideration by members.

236.7 Flood Emergency Contact Cllr

It was agreed that Cllr M Fox replace Mrs S Aglionby as the Emergency contact for Crosby on Eden.

SR 237/07/07 Carlisle Airport

Resolved that the Chairman be authorised to request membership for the Council on the Carlisle Airport Consultative Group.

Also resolved that Irthington Parish Council be approached for a joint meeting with a group comprising the Chairman and Cllrs M Fox and J Telford, to discuss issues of mutual interest about the airport and its proposed development.

SR 238/07/07 Village matters

238.1 Crosby on Eden playing field – An increased grass cutting frequency to fortnightly was confirmed to the end of July and extended until the end of August.

238.2 Crosby on Eden – Crosby Drains Forum

Further to a report from Mr Andrew Plane of the Drains Forum it was **agreed in principle** that the Council should contribute funds to a Joint funding flood prevention scheme shortly to be considered by the City Council and Environment Agency.

It was further resolved to write to the City Council and to other agencies to endorse the view that (a) no further development should take in Crosby on Eden because of the inadequacy of the drains infrastructure and (b) solutions priorities should be an early task.

238.3 Houghton – location of Speed Indicator Devices (SID's) – agreed that an enquiry from a Mr C Coulter be referred to Cllr J Taylor in his role as Coordinator. Cllr Fox agreed to be a volunteer for Crosby on Eden.

238.4 Linstock middle green – a resident, Mrs Bell of Nursery Close reported problems with an overhanging tree to her property. It was agreed that Cllr Alecock would look into it

SR 239/07/07 Councillor Matters

The following matters were raised –

- Cllr P Gascoigne requested more 40mph repeater signs on the ~~A009~~ ^{SCARBY ROAD} adjacent to the St John's Bridge junction. It was noted that a request is with the Highways department.
- Cllr P Gascoigne requested that the provision of emergency electrical supplies to village halls be actioned as soon as possible. The Chairman confirmed that the matter was in hand.
- Cllr J Telford reported concern about inappropriate parking of a vehicle on the Middle Green – an approach will be made to the owner of the vehicle.
- Cllr S Alecock made a plea for action to be taken in regard to the suggested playground for Linstock north green – the Clerk will contact the City Council
- Cllr P Newstead asked members to consider meeting on another night because the present dates clashed with business meetings in Nottingham. The Clerk will examine alternative dates and report.
- Cllr G Cawley reported on a recent meeting between annoyed and worried Rickerby residents and the Environment Agency when it was confirmed that no funds would be available to increase flood protection for Rickerby. It was noted that City and County Councillors were making a bid for funds to provide a modicum of property defence.


SR 240/07/07 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 241/07/07 Date of next meeting

It was agreed that the next meeting will take place on Wednesday 22nd August 2007, venue to be confirmed. Members were also asked to keep 8th August available.

The meeting closed at 9.45pm.

Signed 

Chairman

Date 22.8.07.

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of Stanwix Rural Parish Council held on Wednesday 22nd August 2007 in the Village Hall Houghton.

SR 242/08/07 Welcome

The Chairman welcomed Cllr. V. Hamilton to her first meeting.

SR 243/08/07 Apologies for absence

Apologies for absence were received from Cllrs. S. Alecock, P. Newstead and also from J. Bainbridge and M. Bowman

SR 243/08/07 Present

The Chairman, Cllr C. Nicholson and Cllrs. M. Fox, P. Gascoigne, V. Hamilton, A. Lightfoot, Y. Robertson, T. Roelich, A. Scorer, J. Taylor, J. Telford, J. Watson, A. Welsh, G. D. Cawley

SR 244/08/07 In Attendance

County Councillor J. Mallinson

SR 245/08/07 Declarations of interest

Cllrs. Roelich and Nicholson each declared a personal interest in agenda item 6, Appn 07/0778.

SR 246/08/07 Minutes of the meeting of the Parish Council held on 11th July 2007

The minutes of the meeting of the Parish Council held on 11th July 2007 were received and agreed subject to the following amendments:-

Min 236.3 Amend to delete the words "reports on progress in regard to previously agreed action" and replace with "actions arising".

SR 235.1 Amend to include Cllr. S. Alecock as a consultee.

SR 239 Bullet Point 1 Amend to delete "A 689" and replace with 'Scaleby Road'.

(Apropos 233.2 a request was made to check payments to HM Revenue & Customs for April/May 2007)

SR 247/08/07 Public participation

There was no public participation.

SR 248/08/07 Finance matters

248.1 The internal auditors report was received and noted.

248.2 Clarification was sought regarding variance in HM Revenue and Customs payments. Clarification will be given by new Clerk.

Resolved: That the following payments would be made.

PAYEE	DETAILS	AMOUNT	Vo. No	CHEQUE
C. S. Moth	Net Salary	607.57	210	101030
	Expenses	19.90		
	Travel	15.00		
	50% broadband rent	35.98		
	Room rent	32.00		
	Total	102.88	211	101031
HM Revenue & Customs	Tax & N.I.	61.05	212	101032
Thurnams	Parish Plan Printing	2255.00	213	101033
Shaw & Sons	Parish Councillor			
	Guides x 4	58.00	214	101034

CALC	Chair training	30.00	215	101035
KJS Plant Hire	Mid Green Linstock			
	Road resurfacing	399.50	216	101036
Eden Woodlands Cons.	Grass cutting July	702.85	217	101037
Mrs. J. Airey	Int. Audit Fee/Expss.	164.50	218	101038
Cumber. Newspapers Ltd.	Clerks Advert	1285.78	219	101039
Thurnams	Storeboxes	29.35	220	101040
BT	Acct. 01228675996	29.32	221	101041
	Total	5725.80		

SR 249/08/07 Planning matters

Appns. received

- 07/0834:** 2, Chestnut Grove, Linstock: Installation of a conservatory.
No observations.
- 07/0540** Ashgrove, Brampton Old Road, Carlisle – Erection of Sunroom and Additional Garage - *No observations*
- 07/0761** Oakbank House, Houghton, demolish roof & garage; add Garage, External Store and utility room - *No observations*
- 07/0814** 29, Beech Grove, Houghton Road, Carlisle; Add conservatory to side elevation. - *No observations*
- 07/0850** East Lodge, Crosby-on-Eden; erection of detached domestic garage. - *No observations*
- 07/0928** Houghton Hall Garden Centre; open sided canopy over existing external display area, extension to internal store within existing storage area and extension to retail area to provide area for aquatics
Resolved: *Chairman to investigate and comment accordingly.*

The Chairman's action in association with other Councillors was confirmed regarding the following applications:

- 07/0778** 36, Whiteclosegate, Carlisle; demolition of kitchen and outbuildings to replace with larger kitchen, also bedroom & ensuite bathroom over. - *No observations*
- 07/0841** 57, Pennington Drive, Carlisle; single story extensions to front and rear giving larger living room, kitchen and W.C.
- *No observations*
- 07/0851** Garden Cottage, High Crosby, Carlisle; erection of detached garage and formation of new vehicular access.
Resolved : *To include additional comment regarding possible effects on the local drainage system.*

Permissions granted

- 07/0353** The Beeches, The Green, Houghton; demolition of artists studio, garage and outbuilding; erection of 3 bedroom dwelling with detached garage
- 07/0252** Linstock Village Green; erection of timber bus shelter
- 07/0578** Crosby Nursery, Laughingstock, Crosby-on-Eden; proposed two storey extension and change of use of part to nursery
- 07/0635 (LBC)** 1, Rickery Mews, Rickerby, Carlisle; partial demolition of internal wall and minor alterations to bathroom and kitchen door.

Withdrawal

- 07/0568** 22, Jackson Road, two storey extension on west side

SR 250/08/07 Administration and Governance matters

251

250.1 Appointment of new Clerk

Following interviews the Appointment Working Group recommended that Mrs Andrea McCallum be appointed as Clerk/Responsible Financial Officer to the Council, according with the further recommendations of its report.


Resolved: To accept in full the report and recommendations of the Appointment Working Group and to appoint Mrs McCallum as soon as possible as Clerk/ RFO to the Council.

250.2 Meeting arrangements

It was agreed that the Council should continue with holding it's meetings on the second Wednesday of each month and vary the venue when possible.

SR 251/08/07 Date of next meeting

It was agreed that the next meeting would be held at 7.30 p.m. Wednesday 12th September 2007, at the Parish Hall, Crosby on Eden.

Signed 

CHAIRMAN

12/September/2007

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 12th September 2007 in the Parish Hall, Crosby on Eden.

To be
Actioned
By:

R 252/09/07 Apologies for absence

Apologies for absence were received from Cllrs A. Lightfoot, P. Newstead, J. Watson & V. Hamilton.

R 253/09/07 Present

The Chairman, Cllr C. Nicholson and Cllrs S. Alecock, G. Cawley, P. Gascoigne, Y. Robertson, T. Roelich, J. Taylor, J. Telford, A. Welsh, M. Fox and V. Hamilton

R 254/09/07 In Attendance

City Cllr J. Bainbridge
City Cllr M. Bowman
PC K Hughes
1 member of the public

R 255/09/07 Declarations of Interest

Cllr Cawley declared a personal and prejudicial interest in Agenda Item 6 – Planning Appn. No. 07/0934. It was agreed that he should remain in the room but be excluded from the vote

R 256/09/07 Minutes of the meeting of the Parish Council held on 22nd August 2007

The minutes of the meeting of the Parish Council held on the 22nd August 2007 were received, agreed and signed by the Chairman as a correct record.

R 257/09/07 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting so as to allow members of the public to address the meeting in relation to the business to be transacted at this meeting.

A Crosby on Eden resident reported:-

- Issues concerning surface water drainage.
- United Utilities contractors had not yet completed the work required at Primrose Bank.
- A drain, which is discharging sewage into the river, had been examined by the River Bailiff on 11th September 2007.

The resident requested the Council's supporting action in addressing these issues.

R 258/09/07 Community Policing Report

PC Hughes reported:

- Thefts of tools from sheds are still taking place, but in no great number.
- Residents had again raised the issue of speeding traffic on the C1012 Houghton Road and Speed Detection Radar will be deployed in the coming weeks.
- That he was aware of, and had dealings with, a man of reported vagrant appearance seen loitering in the gardens of houses.



R 258/09/07 Community Policing Report cont.

The use of 30mph repeaters on Houghton Road was suggested to PC Hughes and concerns were expressed to him regarding the hazarding of road safety by excessive vehicle speeds and heavy goods vehicles using the Crosby on Eden/Newby Road.

Chairman said he would arrange to include Highways Matters as an Agenda Item for the next meeting on 10th October 2007 and in the interim discuss, with Highways Officers, the possibility of 30mph repeaters for Houghton Road and the matters raised in respect of the Crosby on Eden/Newby Road: the results to be reported to the next meeting.

The Chairman re-convened the meeting.
PC K Hughes left the meeting at 7.50 p.m.

CN

R 259/09/07 Finance Matters

259.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
Billy Cannon	Removal of items	40.00	222	101042
Eden Woodland	Top Soil Houghton	705.00	223	101043
Eden Woodland	Grass Cut August	647.04	224	101043
Houghton Vill Hall	Hire of Hall (Jun-Aug)	40.00	225	101044
C Nicholson	Expenses (postage)	9.24	226	101045
RJ Telford	Noticeboards	708.06	227	101046
CALC	Composite Adv Inclusion	15.00	228	101047

259.2 August Payment to HM Revenue & Customs Clerk confirmed that an adjustment had been made and that all other such payments since April were also correct.

259.3 Bank Account Access – Resolved that A McCallum (Clerk) is authorised to access bank accounts.

259.4 Revised Schedule of Payments – Clerk advised delay was due to difficulties in accessing bank accounts and time constraints.

R 260/09/07 Planning Matters

260.1 Applications – Resolved to submit “no observations” in regard to the following applications:-

07/0028 – Avalon, Rickerby, Fell two Cypress trees within G3 of tree preservation order 191.

07/814 – 29 Beech Grove, Houghton Road, Carlisle, Add conservatory to side elevation (amended)

07/0925 – Houghton Hall Garden Centre, Houghton, Siting of Marquee over existing decked area for a temporary period

07/0934 – The Beeches, Rickerby, Removal of existing steel framed window and door and a replacement timber single glazed sliding sash window to match existing (LBC)

07/0973 – Greenacres, The Knells, Houghton, Demolition of garage and utility area and formation of garage, utility and first floor sunroom

R 260/09/07 Planning Matters cont.

07/0898 – Woodside, Houghton, External staircase to side elevation for assisted emergency exit (for disabled occupant)

260.2 Permissions – The following permissions were noted:-

07/0778 – 36 Whiteclosegate, Carlisle, Demolition of kitchen and outbuildings to replace with larger kitchen, also bedroom and ensuite bathroom.

07/0834 – 2 Chestnut Grove, Linstock, Installation of a Conservatory

07/0841 – 57 Pennington Drive, Carlisle, single storey extension to front and rear giving larger living room, kitchen and W.C.

07/0850 – East Lodge, Crosby on Eden, erection of detached domestic garage

260.3 Appeals – The following appeals were noted:-

07/0276 – 7 The Nurseries, Linstock, Land adjacent to, Erection of 1No Two Storey Dwelling (Outline Application)

R 261/09/07 Highways Matters

261.1 Repairs to Roads in Houghton Village – Letter from Chief Executive noted. Concern's raised about defects to road surface on corner.

Resolved: Clerk and Chairman would write to Highways Dept. to request road survey.

AM/CN

R262/09/07 Administrative and Governance Matters

262.1 To consider the Creation of a Planning Committee

Members considered a discussion paper and expressed reservations regarding the creation of a planning committee: these included Cllr time involved and the number of applications received. It was proposed that applications be circulated via e-mail to the Chairman and the two Ward Councilor's. These applications can then be examined e.g. on the City Council website and provisional comments submitted as necessary, subject to ratification by the Parish Council.

Chairman warned of possible problems concerning the legal validity of this course of action and proposed that further advice be sought.

Resolved: Chairman to contact Carlisle City Council Legal Services and Planning Services for further advice regarding this issue.

CN

262.1 Adoption of New Model Code of Conduct

Resolved: to adopt the New Model Code of Conduct, including Paragraph 12(2) and to advertise its adoption through The Cumbria Association of Local Councils (CALC) composite advertisements.

262.3 Clerk Training – Agreed that A McCallum attend CALC training.

R263/09/07 Carlisle Airport

The Chairman reported that the Council was now represented on the Airport Consultative Group and it was agreed that the Clerk determines when the group's proposed Public Meeting is to take place. Cllr Fox advised 23rd October 2007, however, SRPC had not been notified officially of this date.

Resolved that Irthington Parish Council is approached for a joint meeting, as previously agreed (Minute 237/07/07).

AM

R 264/09/07 Village Matters

264.1 Houghton Village Green

Resolved to authorise Clerk to purchase new goalposts and nets.

AM

R 265/09/07 Councillor Matters

he following matters were raised:-

Cllr Fox requested the City Council and Environment Agency be contacted regarding surface water drainage in Crosby on Eden. Chairman agreed to include as an Agenda item at next meetings.

CN/AM

Cllr G Cawley reported areas of localised flooding on road between Rickerby Village and Motorway and a faulty drain to the west side of the motorway on the same road. Also advised that possibility of Footpath Group Meeting in October.

Cllr Gascoigne requested an update on progress on the Houghton/Houghton Hall Footpath and also reported that the grass on Crosby Village Green was long, following the ceasing of 10-day cuts. Chairman to report at next meeting on progress of footpath and that he would contact the school to discuss its agreed contribution towards the costs of extra cuts of Crosby playing field.

CN

Cllr Alecock requested an update on progress of replacing the Tree at 20 The Nurseries, Linstock, the Linstock Bus Shelter and the proposed playground at Linstock. Chairman advised that a letter regarding the tree was to be sent requesting its replacement with a native, broadleaf species. The Bus Shelter was due to be erected and progress would be reported to the next meeting. It was suggested that the playground working group reconvene and that it's members to arrange date/time for meeting.

CN/AM

R 266/09/07 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

Stanwix Rural Parish Plan - The Chairman suggested Cllrs distribute copies and it was proposed that a Chairman's covering letter also be included.

Resolved: That the Parish Plan, including Chairman's letter, be distributed by Cllrs.

CN/ALL

Carlisle City Council – Cumbrian Gypsy and Traveller Accommodation Assessment.

Resolved: Chairman to contact Mr Bowman for advice prior to responding.

CN

R 267/09/07 Date of Next Meeting

The next meeting is scheduled for Wednesday 10th October 2007 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 8.40 p.m.

Signed 

C.P. NICOLSON
Chairman

10/10/2007

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 10th October 2007 in the Parish Hall, Crosby on Eden.

**To be
Actioned
By:**

SR 268/10/07 Apologies for absence

Apologies for absence were received from Cllrs P Gascoigne, A. Lightfoot, P. Newstead, Y Robertson, J Taylor, J. Watson & A Welsh.

SR 269/10/07 Present

The Chairman, Cllr C. Nicholson and Cllrs S. Alecock, G. Cawley, A Scorer, J Telford, M Fox and V Hamilton

SR 270/10/07 In Attendance

City Cllr J. Bainbridge, City Cllr M. Bowman, County Cllr J Mallinson
1 member of the public

SR 271/10/07 Declarations of Interest

Cllr M Fox declared a personal and prejudicial interest in Agenda Item 13.5 – Crosby Drains (Minute 282.5/10/07) It was agreed that he should remain in the room but be excluded from the vote

SR 272/10/07 Minutes of the meeting of the Parish Council held on 12th September 2007

The minutes of the meeting of the Parish Council held on the 12th September 2007 were received, agreed and signed by the Chairman as a correct record.

SR 273/10/07 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting so as to allow members of the public to address the meeting in relation to the business to be transacted at this meeting.

The applicant addressed the Council regarding Planning Application 07/1010 – The formation of a Farm Activity Centre at Walby Grange.

Mr D Sheard, Cumbria County Council Area Support Manager, spoke in his capacity as Chairman of the Gypsy & Traveller Joint Practitioners Working Group. He addressed the Council about current issues faced by the group, and gave an insight into how Parish Councils and the Group can work together. He also advised of a planned future Forum Meeting (date to be advised).

The Chairman reconvened the meeting

SR 274/10/07 Finance Matters

274.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
A McCallum	Nett Salary	891.31	229	101048
	Expenses	157.00	230	101049
HM Inland Rev.	Tax & NI	122.03	231	101050
Thurnams	Toner Cartridge	105.74	232	101051
Thurnams	Lost Cheque No. 101040	29.35	233	101052
Eden Woodland	Grass Cut September	647.04	234	101053
C Moth	Honouraria Payment	88.85	235	101054 (Item 274.5)

274.2 Quarterly Monitoring Report The quarterly report of Income and Expenditure against budget was received for the period 1st July to 30th September 2007.

274.3 Bank Interest Payment – Receipt of £692.67 Interest payment on the 7th September 2007 was noted.

274.4 Audit Commission Annual Return March 2007 – Clerk advised that the Annual Return had been received and was in accordance with the Audit Commissions requirements. The Auditor did draw SRPC attention to the need to increase the level of Fidelity Insurance and the lack of insurance cover for the councils Assets. **Resolved** to increase Fidelity Insurance Cover to £90,000 and **also Resolved** for the Clerk to determine if Asset Insurance exists and if not, to update the Asset Register and obtain quote for cover.

AM

SR 275/10/07 Precept for 2008/9

Chairman reported that a meeting of the Money Management Group had taken place on the 9th October 2007.

Resolved that Cllrs inform the Clerk of any capital projects to be included in the Precept before Wednesday 17th October.

ALL
AM

SR 276/10/07 Planning Matters

276.1 Applications

07/1013 Walby Grange, Walby, Formation of Farm Activity Centre to include Livestock and Animal Building, Reception and Cafe, Play Barn together with associated Nature Trail and Car Parking.
Resolved: To support the application.

07/1034 28 Smithy Croft, Houghton, Carlisle; Erection of En-Suite Bedroom above existing Garage.
Resolved: to submit no observations.

07/0053/SNBN Land at the rear of The Beeches, Houghton Road, Houghton, Naming of development of 4 no. Dwellings as 1-4 Beech Grove Gardens.
Resolved: to submit no observations.

07/9020 Carlisle Northern Development Route, Carlisle, Section 73 application for minor amendment to condition 13 of Appn. 1/04/9032
Resolved: to submit no observations.

CN

SR 276/10/07 Planning Matters cont.

Resolved to object to:

- 07/1072 Smithy Cottage, Orchard Gardens, Houghton, Erection of 1 no. Detached Dwelling (outline application) on the following grounds:**
- Area of Greenfield character in open countryside.
 - Proposal not supported by agricultural or forestry need.
 - Prejudicial to the environmental amenity of neighbouring properties.
 - If granted, would establish an undesirable precedent.
 - Proposed vehicle access via a public footpath.
 -

CN

276.2 Permissions – The following permissions were noted:-

- 07/0761 Oakbank House, Oakbank, Houghton; Demolish existing Flat Roof Garage and External Store and build new Pitched Roof Garage with Utility Room.**
- 07/0814 29 Beech Grove, Houghton; Erection of Conservatory to side elevation (retrospective).**
- 07/0851 Garden Cottage, High Crosby, Erection of detached domestic Garage.**
- 07/0925 Houghton Hall Garden Centre, Houghton, Siting of a Marquee over Coffee Shop External Seating Deck for a temporary period.**
- 07/0928 Houghton Hall Garden Centre, Houghton, Erection of open-sided Canopy over existing external display area together with the erection of a building within the existing storage yard to provide additional internal storage area and retail area for Aquatics.**
- 07/0934 The Beeches, Rickerby, Removal of existing Steel Framed Window and Door and a replacement timber single glazed sliding Sash Window to match existing (LBC)**

276.3 Withdrawals – The following withdrawals were noted:-

- 07/0446 – Land adjacent to Golf Driving Range, off California Road, Carlisle, Residential Care Home (70 bed) (outline)**

SR 277/10/07 Highways Matters

277.1 Repairs to Roads in Houghton Village –

Chairman reported on correspondence received from R Hayward.

Resolved: To write to Mr J Stoddart, Cumbria County Council, concerning the allocated Highways Budget.

Speed Indication Device – to be moved to a suitable location between Newby Grange & Newby East (taking into account the Parish boundary).

Flooding of Highway between Rickerby and Linstock – to contact Mr J Meeten for further comment.

SR 277/10/07 Highways Matters cont.

AM/CN

277.2 Linstock Traffic Survey

Reported by Cllr Alecock that the Traffic Survey had commenced and would be undertaken for a two-week period. It was requested that a full Safety Audit should also be undertaken.

Resolved: To request Safety Audit

AM/CN

SR278/10/07 Administrative and Governance Matters

278.1 To consider the Creation of a Planning Committee

Advice was received from Mr J Egan, Director of Legal & Democratic Services advising that current practice is unsatisfactory.

The following options were proposed:

- The formation of a Planning Sub-Committee.
- Special meetings of the Parish Council to be called when necessary.

Resolved: Council to discuss the options at November Meeting and consider the number of planning applications that have breached the 21 day deadline.

278.2 CALC's Effective Councils Roadshow

Resolved: to accept the offer of training, Clerk to determine possible dates.

AM

SR279/10/07 Parish Plan

Resolved: Due to the postal strike the discussion paper 'Implementing the Parish Plan' will be considered at the November Meeting.

AM
ALL

SR280/10/07 Airport Open Meeting

Chairman reported that the proposed date of 23rd October 2007 was currently on hold due to the late submission of the Stobart Air planning application.

Resolved: Clerk to contact Irthington Parish Council regarding a joint meeting once the planning application is in the public domain.

AM

SR281/10/07 Gypsy & Traveller Group Meeting 1st October 2007

Resolved: To waive the Chairman's Report following Mr D Sheard's earlier comprehensive address. Minute 273/10/07.

SR282/10/07 Village Matters

282.1 Houghton Village Green – Clerk reported on progress of new goalposts and nets.

282.2 Linstock Bus Shelter – Clerk reported that administration problems had been encountered while ordering the Shelter but had been verbally assured it had now been ordered.

282.3 Crosby on Eden Playground

Resolved: To authorise quarterly inspections by Carlisle City Council at a cost of £290 + VAT/visit and erection of appropriate signage.

AM

SR282/10/07 Village Matters cont.

282.4 Overhanging Tree, The Nurseries, Linstock

Resolved: Members agreed that the resident should fund the costs of removing and replacing the overhanging tree using SRPC Contractors. The tree to be replaced with a sapling native Oak.

Clerk to obtain estimate for works and inform resident of decision.

AM

282.5 Crosby Drains

A report from the Carlisle Highways and Transport Working Group (CHTWG) was received.

Resolved: That SRPC contribute the sum of £5,000 to the funding of surface drainage work under the stipulation that :-

- Non-return valves are used where required.
- The offer is made conditional that CHTWG sources the balance to complete the project.
- Payment will be made on completion of the work.

AM

SR 283/10/07 Councillor Matters

The following matters were raised:-

Cllr Fox reported that the footpath between Hadrians Wall and Barn End at Crosby on Eden was eroding into the river. Chairman will determine agency responsible for its maintenance.

CN

Also reported that hazardous parking was taking place in Crosby e.g. Children being discharged from vehicles onto the highway. Chairman will seek advice from the Community Policeman.

CN

Cllr Telford reported that undergrowth was making part of the Footpath from Linstock to the Thatched Cottage inaccessible.

Chairman will investigate and report to relevant department.

CN

~~Cllr Gascoigne~~ reported concerns over speeding traffic on The Knells Road during rush-hour.

Clerk will request Community Policeman to deploy Speed Detection Radar at these times.

AM

Cllr Alecock advised that a Sewer Survey had been undertaken in Linstock. Chairman will investigate and report to next meeting.

CN


SR 284/10/07 Schedule of Correspondence, notices and publications


A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 285/10/07 Date of Next Meeting

The next meeting is scheduled for Wednesday 14th November 2007 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 9.30 p.m.

Secord 
C.F. NICHOLSON
Chairman


Date 14/11/2007

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 14th November 2007 in the Parish Hall, Crosby on Eden.

To be
Actioned
By:

SR 286/11/07 Apologies for absence

Apologies for absence were received from Cllrs A Scorer, M Fox, P Newstead & M Bowman.

SR 287/11/07 Present

The Chairman, Cllr C Nicholson and Cllrs S Alecock, G Cawley, P Gascoigne, V Hamilton, A Lightfoot, Y Robertson, T Roelich, J Taylor, J Telford, J Watson and A Welsh.

SR 288/11/07 In Attendance

City Cllr J Bainbridge and 2 member's of the public.

SR 289/11/07 Declarations of Interest

Cllr J Taylor declared a personal interest in Item 5.7 of the agenda.
Cllr's Nicholson & Alecock declared a personal interest in Item 6 of the agenda, grasscutting at Crosby School.

SR 290/11/07 Minutes of the meeting of the Parish Council held on 12th September 2007

The minutes of the meeting of the Parish Council held on the 12th September 2007 were received and agreed subject to the following amendment:-

SR 283 Amend to delete the words "Cllr Gascoigne" and replace with "Chairman reported, on behalf of Cllr Gascoigne".

SR 291/11/07 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting in order to allow members of the public to address the Council regarding the business to be transacted.

Mr N Milbourn addressed the Council on behalf of Mr J Hardy, regarding Agenda Item 15.1 Bridleway 132005 downgrade. He offered evidence that the right of way was in fact a public footpath that had been mistakenly identified as a bridleway.

The Chairman reconvened the meeting

SR 292/11/07 Finance Matters

292.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
A McCallum	Nett Salary	891.31	236	101055
	Expenses	137.47	237	101056
HM Inland Rev.	Tax & NI	122.03	238	101057
Thurnams	Toner & Stationary	157.11	239	101058
Audit Commission	Audit Fee 06/07	470.00	240	101059
Eden Woodland	Grass Cut October	591.22	241	101060
Office Tech Corp	Service on Printer	35.25	242	101061
C Nicholson	Reimbursement – CALC	10.00	243	101062
Edwards Sports	Goalposts – Houghton	581.63	244	101063

292.2 National Salary Award for Clerks 2007/8

Resolved that the increase of 0.24p/hour be backdated to September 07 in December's salary.

AM

292.3 CALC AGM

Resolved to approve the payment of £10.00 to reimburse Cllr C Nicholson.

AM

292.4 Release of Funds to Crosby & Houghton Village Halls

Resolved to approve the quote of £1,000 from KG Bell for re-decoration of Crosby Hall and Thurnam's quote of £2246.25 for replacement chairs from Thurnams.

AM

292.5 Internal Audit

Noted that internal audit is deferred to January 2008.

292.6 The installation of Emergency Generator Connections to Parish Halls

Resolved that connections for emergency generators be installed for Houghton, Crosby & Linstock Parish Hall's. Cllr Alecock to first verify, that the works quoted for match the required specifications.

SA/AM

SR 293/11/07 Budget & Precept for 2008/9

Resolved that the Precept remain unaltered for 2008/9 at £34,550.

Resolved that the Budget shall include an increase in Grasscutting and Greens Maintenance to £7,200 for 2008/9, to facilitate the increased frequency of grass cutting to 10-day intervals.

Further resolved that Crosby School should not be required to contribute to toward a 10 day general cutting schedule.

It was agreed that the Clerk investigate the regulations regarding Section 137 payments, with regard to making a contribution towards new goals for Houghton School, and report to the next meeting.

AM

SR 294/11/07 Planning Matters

294.1 Applications

07/1146

Woodside, Brunstock, First floor extension over existing dining room to provide en-suite bedroom above and single storey front and rear extension to provide porch and sunroom with new vehicular access.

Resolved that "no observations" be made.

07/1171

22 Jackson Road, Houghton, Ground floor extension to provide enlarged lounge; side extension to provide new side door, porch and dining area; rear extension to provide enlarged kitchen and bathroom. Provision of first floor to provide bedroom and shower room (Revised Application).

Resolved that "no observations" be made.

07/ 1227

Little Bobbington, The Knells, Houghton – Proposed entrance porch to front elevation and additional Garage adjoining existing.

Resolved that "no observations" be made.

07/0032S211 Avalon, Rickerby, Fell small tree in corner of garden
Resolved: that no observations be made other than general support of policy and officer action in respect of replanting requirements.

AM/CN

07/1090 Carlisle Airport (Watchclose Woods Area), Change of use of land to provide railway test track and materials store for rail training and plant certification.

Resolved: to object on grounds including:-

- Development is not Airport related
- Development is prejudicial to protected wildlife species and their habitat
- The presence of archaeological remains

AM/CN

07/1127 Carlisle Lake District Airport, Construction of replacement runway with associated Instrument Landing Equipment, Warehousing and Distribution Facilities, Passenger Terminal, etc.

Resolved: that the Council supports the principle of ensuring the commercial viability of the Airport and securing its long term future, for the benefit of the local area and its inhabitants. However, the Council does have several deep concerns regarding elements of the current application. Council to submit initial comments outlining its concerns to planning officers.

AM/CN

Refusals – The following refusal was noted:-

07/1034 28 Smithy Croft, Houghton, Erection of En-Suite Bedroom above existing Garage.

294.2 Fraudulent Representations

Members noted the receipt of a reply from Mr A Eales, Head of Planning and expressed disappointment that Planning Services did not appear to wish to take the matter any further.

SR 295/11/07 Highways Matters

295.1 Linstock Traffic Survey

Clerk reported on the results of the Highways Dept. Survey and explained the reasons behind the anomalous results. Agreed not to repeat the survey and that a site visit may be more useful in addressing issues.

Resolved: To contact R Hayward and arrange site visit.

AM

295.2 Linstock Highway Safety Audit

Resolved: To arrange a site meeting with highways officers and City and County Cllrs.

AM

295.3 Crosby Drains

Chairman reported that Carlisle Area Committee had approved the required funding for improvements to highways drainage in the village.

SR296/11/07 Administrative and Governance Matters

296.1 Planning Committee

Clerk reported that 36% of applications received, fall outside the 21-day consultation period.

Resolved: Chair and Clerk to propose protocol to be discussed at the December Meeting.

AM/CN

Cllr Watson & Bainbridge left the meeting at 8:55 p.m..

296.2 CALC's Effective Councils Roadshow
Resolved: to arrange for the 20th February 2008.

AM

Cllr Welsh left the meeting at 9:11 p.m.

296.3 Carlisle City Council Standards Committee
Chairman's appointment as substitute Parish Council's Representative was noted.

296.4 Playgrounds Working Group Meeting 7th November 2007
The minutes of the meeting were received and identified actions agreed.

SR297/11/07 Parish Plan
The paper "Implementing the Parish Plan" was received and agreed by members.
Resolved: to prepare the paper for adoption as the Councils Parish Plan Implementation Protocol.

AM/CN

SR298/11/07 Stanwix & Irthington Joint Meeting 1st November 2007
The minutes of the meeting and actions of the meeting were discussed. The Chairman suggested approaching the PC's of Brampton, Hayton, Hethersgill, Irthington, Walton and Scaleby to instigate an informal group meeting.
Resolved: Clerk to contact PC's above, regarding a joint meeting and arrange a date.

AM

SR299/11/07 Patch Walks 23rd November 2007
Members were asked to note the date, time and location of the Patch Walk.

SR300/11/07 Policing
It was noted that this item should have been placed earlier on the Agenda, as per Minute 222.1/06/07.

AM

300.1 New Community Officer
PC Alistair Wright is in post on 15th November 2007 and is available on the same telephone number.

300.2 Brampton Police Team Website
Noted the new website at www.brampton-local-policing.team.org.uk.

300.3 Police Community Liaison Forum
It was noted that Clerk & Cllrs Taylor and Roelich had not received notification of the meeting. Clerk advised that next meeting on the 28th January 2008. Clerk to pursue receipt of Agenda's in early January.

AM

301/11/07 Allotments
It was suggested that some plots, though not active, are still formally designated in Houghton.
Resolved: to contact Carlisle City Council for advice on allotment provision.

AM

302/11/07 Footpaths

302.1 Bridleway Downgrade
Resolved: to support the downgrading of Bridleway 132005 into a footpath.

AM

302.2 Local Footpath Group
Reports from the Local Footpath Working Group were received.

302.3 Hadrians Wall Local Concerns Group
The success of the field toilet was noted. The facility is likely to be re-deployed next year.

SR 303/11/07 Councillor Matters

The following matters were raised:-

Cllr Taylor had emailed the Chairman that a hedge from Houghton Road to Tribune Drive was overgrown. Chairman said enquiries were already underway regarding that and another such hedge alongside the B6264 Brampton Road to determine the owner and arrange cutting back.

CN

It was also raised that other Parish Councils had received grants to renovate Cast Iron signs. However, it was agreed on discussion that no signs within these criteria appeared to exist in the Parish.

Cllr Alecock reported that overgrown trees on the Motorway Bridge were obscuring the sign to Linstock.

Chairman will investigate and report to the Highways Department.

CN

Cllr Nicholson reported a complaint from a resident who had experienced difficulties disposing of large quantities of leaves and that the matter was resolved to the complainants satisfaction.

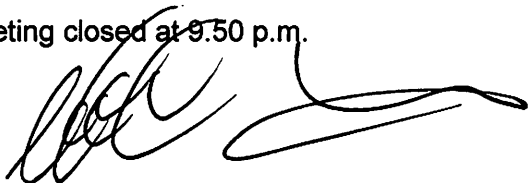
SR 304/11/07 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 305/11/07 Date of Next Meeting

The next meeting is scheduled for Wednesday 12th December 2007 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 9.50 p.m.



Signed
Chairman
12th December 2007

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 12th
December 2007 in the Parish Hall, Crosby on Eden.

SR 306/12/07 Apologies for absence

Apologies for absence were received from Cllrs V Hamilton, T Roelich & A Welsh.

SR 307/12/07 Present

The Chairman, Cllr C Nicholson and Cllrs S Alecock, G Cawley, M Fox, P Gascoigne,
A Lightfoot, P Newstead, Y Robertson, J Taylor, J Telford & J Watson. + Cllr Scorer

SR 308/12/07 In Attendance

City Cllrs J Bainbridge, M Bowman and 1 member of the public.

SR 309/12/07 Declarations of Interest

Cllr J Taylor declared a personal interest in Item 5.8 of the Agenda.

SR 310/12/07 Minutes of the meeting of the Parish Council held on 14th November 2007

The minutes of the meeting of the Parish Council held on the 14th November 2007 were received and agreed subject to the following amendments:-

SR 292.6 After "Crosby and Linstock Parish Halls" add "*sufficient to provide full supply*"

SR 294.1 Carlisle Lake District Airport - After "concerns to planning officers" add "*including:-*"

- *Application suffers general lack of relevant information.*
- *Issues of road safety including impacts in local settlements, etc.*
- *Noise and light pollution.*
- *Impact on habitat and protected species.*
- *Impact on archaeological remains and World Heritage Site.*
- *Likelihood of pluvial flooding downstream of site.*
- *Impact on Irthington Waste Water Treatment Works.*

SR 311/12/07 Matters Arising

5.2 National Salary Award for Clerks 2007/8 (Minute No. 292.2/11/07) - Awarded to Clerk December 2007.

5.3 CALC AGM (Minute No. 292.3/11/07) - Clerk issued cheque for £10.00 to Chairman.

5.5 Release of Funds to Crosby & Houghton Village Halls (Minute No. 292.4/11/07)

Clerk written to Village Halls advising that the Parish Council has approved the quotes for chairs and re-decoration.

9.2 CALC's Effective Councils Roadshow (Minute 296.2/11/07) - Clerk reported that booked for 20th February 2007.

13.3 Police Community Liason Forum (Minute No. 300.3/11/07) - Clerk reported that had obtained and circulated minutes of previous 2 meetings to Cllrs Taylor & Roelich.

15.1 Bridleway Downgrade (Minute 302.1/11/07) - Clerk has written advising that the Council decision was to support the downgrading to a footpath.

17 Councillor Matters (Minute 303/11/07) - Chairman reported that investigations were underway to determine the owner of the overgrown hedge on Houghton Road and the matter of overgrown trees obscuring the Linstock Village sign had been reported to Highways Department.

To be
Actioned
By:

Q

Cllr Fox requested an update on the agency responsible for footpath erosion between Hadrians Wall and Barn End, Crosby on Eden and when work was scheduled to begin on the funded improvements. Chairman and Clerk will report to next meeting.

CN/AM

SR 312/12/07 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting in order to allow members of the public to address the Council regarding the business to be transacted.

Mr D Sowden addressed the Council, thanking them for the financial contribution towards the surface drainage project within Crosby on Eden. He also reported a problem of youths in vehicles congregating in Crosby and being witnessed driving at high speed (within the 30mph zone) three abreast on the road. Evidence that these youths had been drinking was also found. Requested that the Parish Council could take up this matter with the Community Policeman. Cllr Alecock suggested that the registrations of vehicles be recorded.

Resolved: Chairman to contact Community Policeman.

CN

The Chairman reconvened the meeting.

SR 313/12/07 Finance Matters

313.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
British Telecom	Telephone Bill	187.51	245	101064
A McCallum	Nett Salary	953.87	246	101065
	Reimbursements	110.90	247	101066
HM Inland Rev.	Tax & NI	138.75	248	101067
Thurnams	Parish Plan Letters - Toner	32.26	249	101068
Linstock WI	Hall Rental	20.00	250	101069
Allianz Insurance	Increased Fidelity Ins.	55.41	251	101070

313.2 To note the receipt of a grant totalling £1020 from the Parish Council & Village Hall Grant Committee.

313.3 To note the receipt of reclaimed VAT for the period 1/08/07 to 31/10/07 totalling £791.82.

313.4 Parish Precept 2008/9

A letter was received from Mr Peter Mason, Head of Revenues & Benefit Services advising that Precept to be 1.5% higher to take account of losses on collection across the authority.

Resolved: Chairman & Clerk to write to Executive Committee to determine why the rural parishes are required to contribute towards these losses.

CN/AM

313.5 Section 137 Payment to Schools

CALC have advised that the Parish Council are unable to make financial contributions to Schools under Section 137.

313.6 Churchyard Maintenance Grants 2008/9

Resolved that £700 be paid to Houghton and Crosby on Eden Church with the stipulation that this donation be used for Churchyard maintenance costs only.

AM

313.7 Village Hall & Parish Council Grants Scheme 2008/9

Resolved: that Cllrs inform the Clerk of any projects to be considered before Wednesday 26th December 2007.

313.8 Emergency Generator Connections to Parish Halls

Clerk reported that E.I.T.S. had been appointed and that an infantry of Generator suppliers had been collated. It was agreed that the Clerk to obtain a project completion date from E.I.T.S.

SR 314/12/07 Planning Matters

314.1 Applications

07/1242 & 07/1268 Knells Lodge, Houghton, Internal alterations to provide 3 bedroomed property; single storey rear extension to provide kitchen. Conversion of outhouses to provide playroom, utility room, office/study and workshop.
Resolved that "no observations" be made.

AM

Resolved to object to:-

07/1227 Little Bobbington, The Knells, Houghton (amended details) – Proposed entrance porch to front elevation and additional Garage adjoining existing.
Resolved: that having been misinformed by the previous application to object on grounds including:-

- Work appears to have started on garage 3; the amended application may then be viewed as being retrospective.
- The end garage, numbered 3 on the plan, extends well beyond the nominal building line of the neighbouring property 'Parkside' and is prejudicial to the amenity of that property.
- No detail appears to be given regarding the pitch and fall of the garage's flat roof, or its means of drainage. Rainwater draining invasively to the neighbouring property would not only provide a great nuisance but would also be detrimental to its amenity and the well being of its occupants.

AM

Permissions – The following permissions were noted:-

07/1146 Woodside, Brunstock, First floor extension over existing dining room to provide en-suite bedroom above and single storey front and rear extension to provide porch and sunroom with new vehicular access.

07/1171 22 Jackson Road, Houghton, Ground floor front extension to provide enlarged lounge and first floor bedroom and shower, etc.

Refusals - the following refusal was noted:-

07/1072 Smithy Cottage, Orchard Gardens, Houghton, Erection of 1 no. detached dwelling

SR 315/12/07 Highways Matters

315.1 Linstock Site Visit

Site visit is to take place at 10:00 am on Wednesday 9th January 2007, between Cllrs Alecock, Telford, Bowman & Bainbridge with Mr Kevin Crawley from the Highways Department.

SR 316/12/07 Administration and Governance Matters

316.1 To consider the proposed protocol for a Planning Committee

The paper "Proposed Planning Committee" was received and the following amendments agreed:-

- Membership – Section C, substitution in Cllrs absence shall be deleted from the document.
- Administration – that the proposed planning committee shall be convened on a trial period of 6 months, then reviewed by the Council.
- That the meetings be called as extraordinary meetings of the Parish Council, when and if necessary.

Resolved: Clerk to amend the paper as agreed, subsequent to its implementation and call extraordinary meetings when required.

(Cllr Taylor abstained, requested that it be noted that he was ~~not in favour of the resolution~~)
"considered the procedure to be unnecessarily bureaucratic"

316.2 To confirm the appointment of Mrs A McCallum

Resolved: to confirm the appointment of Mrs A McCallum as Clerk/Responsible Financial Officer to the Council as from 1st September 2007. The position is for 96hrs/month at NALC Scale SCP23-25.

316.3 Asset Insurance

A quote of £441.79 has been obtained for Asset Insurance from Allianz.

It was agreed for the Clerk to obtain 2 further quotes from insurance companies and circulate copies of the Asset register to Cllrs.

316.4 Parish Councillor Allowances 2007/8

The Chairman stated that he would not claim an allowance for the year 2007/8.

Resolved: that Cllrs and Chairman will not claim allowances for the next year.

SR317/12/07 Parish Plan

Chairman proposed that a Parish Plan Working Group be formed towards the aim of implementing the Parish Plan. Cllr Scorer, Fox & Cawley volunteered to become members, the Chairman to approach Cllr Welsh.

It was agreed that the Parish Plan should include a label (provided by Clerk), advising residents of the importance of the plan and future planned meetings.

Resolved: Cllrs to deliver the plan to householders in early January 2008.

SR318/12/07 Carlisle Airport

The Chairman reported on the Joint Airport Group Meeting held on the 5th December 2007.

Advised Council of offer from the Airport Director, Mr Richard Gordon to meet with Cllrs to discuss the development.

It was agreed Clerk to arrange a joint meeting with other Parish Councils in the third week of January with Mr Gordon.

SR319/12/07 Village Matters

319.1 Linstock Footpath

Cllr Alecock reported a residents concern about an overgrown hedge encroaching onto the footpath between Linstock and Linstock Castle.

Resolved: City Council to be notified concerning rectification.

319.2 Allotments

It was agreed no further action to be taken on the provision of allotments until written requests received by parishioners.

AM

AM

AM

ALL

AM

CN/AM

SR320/12/07 Hadrians Camp

Chairman reported on the possible exchange of land ownership from Cumbria County Council to Carlisle City Council.

SR 321/12/07 Councillor Matters

The following matters were raised:-

Cllr Gascoigne reported the disappearance of 40 mph interactive signs on A689. Clerk to ascertain why and whom had removed them and if they are likely to be replaced.

AM

Cllr Fox advised that hazardous parking was still taking place at Crosby School. Clerk to relay concerns to Community Policeman.

AM

Cllr Cawley reported that the roadside Bench between Rickerby and Linstock was in poor repair. Clerk to contact Hadrians Wall National Trail Manager on replacing with dedicated seat.

AM

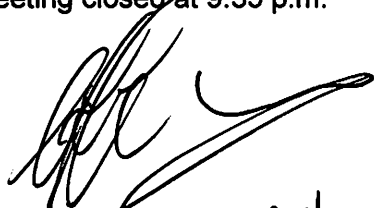
SR 322/12/07 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 323/12/07 Date of Next Meeting

The next meeting is scheduled for Wednesday 9th January 2007 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 9.35 p.m.


C.F. NICHOLSON
Chairman

9/1/2007

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 9th January 2008 in the Parish Hall, Crosby on Eden.

SR 324/1/08 Apologies for absence

Apologies for absence were received from Carlisle City Cllrs J Bainbridge & M Bowman and County Cllr J Mallinson.

SR 325/1/08 Present

The Chairman, Cllr C Nicholson and Cllrs S Alecock, G Cawley, M Fox, P Gascoigne, V Hamilton, A Lightfoot, Y Robertson, T Roelich, A Scorer, J Taylor, J Telford, J Watson & A Welsh.

SR 326/1/08 In Attendance

PC A Wright

SR 327/1/08 Declarations of Interest

Cllr J Taylor declared a personal interest in Item 7.1 – Planning Application No. 07/1375.

SR 328/1/08 Minutes of the meeting of the Parish Council held on 12th December 2007

The minutes of the meeting of the Parish Council held on the 12th December 2007 were received and agreed subject to the following amendments:-

SR 307 Add "Cllr Scorer" to those present.

SR 316.1 After "was not in favour of the resolution" add "as he considered the procedure to be unnecessarily beaurocratic"

SR 329/1/08 Matters Arising

Footpath Erosion at Crosby (Minute No. 311/12/07) – Reported to Andrew Nicholson of East Cumbria Countryside Project.

Vehicles in Crosby (Minute No. 312/12/07) –Chairman notified Community Policeman.

Precept (Minute No. 313.4/12/07) – Clerk advised 1.5% has been incorporated into the precept in previous years and that all precepting authorities are required to incorporate this charge to meet their share of losses on collection for empty properties, exemptions, deaths, etc.

Section 137 Payments to Parents & Teachers Associations (Minute 313.5/12/07) - PC unable to make a contribution to PTA for school goal-posts under Section 137.

Emergency Generator Connections (Minute No. 313/12/07) – EITS to begin work on the w/c 21st January 2008.

Asset Insurance (Minute 316.3/12/07) – Clerk reported difficulties in gaining a comparative quote. Will report to next meeting.

Linstock Footpath (Minute 319.1/12/07) – Reported to Highways Hotline a blocked drain and highway flooding near The Old Cottage was also reported.

Disappearance of Interactive Signs on A689 (Minute 321/12/07) - Will not be replaced unless high levels of recorded incidents in future.

Replacement of Rickerby Bench (Minute 318/12/07) - Next on list to receive a pledged bench from the Hadrians Wall Trail.

Parking at Crosby School (Minute 321/12/07) - See Community Police Officers Report.

To be
Actioned
By:

AM



SR 330/1/08 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting in order to allow members of the public to address the Council regarding the business to be transacted.

No members of public present at the meeting

SR 331/1/08 Community Policing Report

PC A Wright reported incident log to December included:

- Instances of 2 x criminal damage at Near Boot
- Attempted burglary at Crosby Lodge
- Residents of Knells area reported suspicious dogwalkers. PC Wright approached and confirmed as known criminals.

Advised that letter was being distributed to all school children at Crosby, highlighting issues including the disembarking of children from cars onto road, parking on Zig Zags and speed of vehicles. Letter is educational but Police will enforce if necessary.

Issue raised of HGV vehicles using minor country lanes. PC Wright requested that offending vehicle registrations and company names be passed to himself.

The Chairman reconvened the meeting.

SR 332/1/08 Finance Matters

331.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
A McCallum	Nett Salary	912.17	252	101071
	Reimbursements	124.24	253	101072
HM Inland Rev.	Tax & NI	127.59	254	101073
Thurnams	Parish Plan Env & A4 Paper	76.01	255	101074
St Johns, Houghton	Churchyard Grants	700.00	256	101075
St Johns, Crosby	Churchyard Grant	700.00	257	101076
D Kinnard	Hedge Cut at Brunstock	35.25	258	101077

332.1 To note the receipt of the Football Foundation Grant of £248.00 for Houghton goal-posts and £650.96 bank interest payment.

332.2 Quarterly Monitoring Report of income and expenditure against budget for the period 1st October to 31st December 2007 was received.

Future payments include the Linstock Bus Shelter and a £5,000 contribution to the Carlisle Highways and Transport Working Group (CHTWG) for Crosby drains.

Resolved: Clerk to write to CHTWG to seek assurance that the agreed funding for Crosby Drainage work would be carried over into the 2008/9 financial year, due to the delay in completing the project.

Cllr Alecock entered the meeting at 8:05 p.m.

ALL

AM

SR 333/1/08 Planning Matters

333.1 Applications

07/1375 24 Houghton Road, Houghton, Single storey extension to front elevation to provide garage, two storey side extension to provide extended kitchen, WC and utility to ground floor with en-suite bedroom above. Single storey rear extension to provide extended living room and exercise room
Resolved that "no observations" be made.

AM

Permissions – The following permissions were noted:-

07/1227 Little Bobbington, The Knells, Proposed entrance porch to front elevation and additional garage adjoining existing

07/1242 & 68 Knells Lodge, Houghton, Internal alterations to provide 3 bedroomed property.

Refusals - the following refusal was noted:-

07/1090 Carlisle Airport (Watchclose Woods Area), Change of use to land to provide Railway Test Track and materials store for rail training and plant certification

The Council noted that the refusal allows an 18 month period of grace, during which time operations may continue.

SR 334/1/08 Highways Matters

334.1 Carlisle Northern Development Route – PFI Project
A letter from Mr G Holden, Cumbria Highways was noted.

SR 335/1/08 Administration and Governance Matters

335.1 Notification of Personal Interest Forms
A letter from Mr J Egan, Director of Legal and Democratic Services was noted.

SR 336/1/08 Carlisle Airport

A joint PC Meeting is to take place with Mr R. Gordon, Airport Director on Wednesday 16th January 2008 in Crosby Hall at 7:30 p.m. Cllrs Nicholson, Scorer, Cawley, Gascoigne, Fox and Robertson indicated their intention to attend.

SR 337/1/08 Councillor Matters

The following matters were raised:-

Cllr Scorer reported that the condition of Houghton road between the motorway bridge and Tribune Drive is completely unacceptable, 4-5" deep holes evidenced. PC Wright to arrange traffic survey, this would provide data on speed and number of vehicles which may be contributing to the damage.

AW

Cllr Lightfoot advised that the footpath from Kingmoor to Orchard Lane, Houghton is a sodden quagmire and requires remedial action. Clerk will report to the East Cumbria Countryside project.

AM

He had received requests from residents for a footpath/cycle-track from Houghton to Houghton Hall. Clerk & Chairman will seek clarification of any undertaking by developers to provide a footpath/cycle-track from St. John's bridge.

AM/CN

Cllr Gascoigne reported that the junctions of A689 with the Crosby Road had been hazardous due to lack of gritting in recent frosty weather. Chairman & Clerk to notify Mr R Hayward, Highways.

CN/AM

Cllr Alecock reported that Christmas Trees had not been collected in recycling bins, advised that specific collection dates applied.

Cllr Fox requested that the Parish Plan Working Group Meeting be arranged. Chairman to action.

CN

SR 338/1/08 Schedule of Correspondence, notices and publications

... schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 339/1/08 Date of Next Meeting

The next meeting is scheduled for Wednesday 13th February 2008 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 8.40 p.m.


C.F. NICHOLSON
CHAIRMAN

13/ Feb / 2008

DRAFT MINUTES TO BE RATIFIED BY NEXT MEETING ON 12th MARCH 2008

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 13th February 2008 in the Parish Hall, Crosby on Eden.

SR 340/2/08 Apologies for absence

Apologies for absence were received from Cllr S Alecock, P Gascoigne, V Hamilton, J Watson & A Welsh.

To be
Actioned
By:

SR 341/2/08 Present

The Chairman, Cllr C Nicholson and Cllrs G Cawley, M Fox, A Lightfoot, Y Robertson, T Roelich, A Scorer, J Taylor & J Telford.

SR 342/2/08 In Attendance

PC A Wright

SR 343/2/08 Declarations of Interest

There were no declarations of any personal and/or prejudicial interests relating to any item on the agenda.

SR 344/2/08 Minutes of the meeting of the Parish Council held on 9th January 2008

The minutes of the meeting of the Parish Council held on the 9th January 2008 were received, agreed and signed by the Chairman as a correct record.

Cllr Taylor questioned the necessity of circulating a copy of the minutes with the Agenda, as draft copies are circulated a few days after meeting.

Agreed: to contact CALC requesting clarification.

AM

SR 345/2/08 Matters Arising

Asset Insurance (Minute No. 329/1/08) – See Agenda Item 9.6

Letter to Carlisle Highways & Transport Working Group (332.2/1/08) – Acknowledgment received from Richard Hayward/Linda Graham that the work shall be completed by the end of financial year 2007/08.

Traffic Survey of Houghton (337/1/08) – See Community Police Officers Report

Footpath from Kingmoor to Orchard Lane (337/1/08) – Reported to Andrew Nicholson, East Cumbria Countryside Project.

Footpath/Cycle-track from Houghton to Houghton Hall (317/12/07) – Chairman reported that a link appeared to have been proposed from St. John's Bridge to Houghton Hall. Chairman to pursue the matter with the Planning Department.

CN

Gritting of junctions to A689 (337/1/08) – A689 priority one road. Roads alongside only receive grit that is cast out from the side of the vehicle. Salt containers reported as having gone missing from Crosby corner and beside old Houghton Post Office.

Agreed: to determine if they can be replaced.

AM

SR 346/2/08 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting in order to allow members of the public to address the Council regarding the business to be transacted.

No members of public present at the meeting



DRAFT MINUTES TO BE RATIFIED BY NEXT MEETING ON 12th MARCH 2008

SR 347/2/08 Community Policing Report

Traffic Survey of Houghton (337/1/08)

PC A Wright reported that a Traffic Survey had been carried out in October 2006, unfortunately this did not state the number of vehicles. AW contacted Roy Hindson, Traffic Management Officer regarding the possibility of a further census and is awaiting a reply. It was reported that parked cars near 'pinchpoints' in Houghton, were hindering traffic flow.

Knells Farm, parking of agricultural vehicle – Agenda item 8.1
Owner to be approached by PC Wright.

Parish Plan – Community policing in rural areas

An outline of staffing levels was given and advised that PC Wright's area consisted of anything to the right of the A7 from Bewcastle. This includes seven schools and eight Parish Councils.

PC Wright also reported that:-

- An expected rise in anti-social behaviour, due to the school holiday had not been evidenced.
- A complaint had been received about the speed of vehicles on Knells road. AW has instigated the movement of the repeater sign to the area.
- The emergence of a 'hide' in Tarraby Lane Wood was also being investigated.

The Chairman reconvened the meeting.

SR 348/2/08 Finance Matters

348.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
A McCallum	Nett Salary	862.37	259	101078
	Reimbursements	134.66	260	101079
HM Inland Rev.	Tax & NI	177.39	261	101080
Carlisle City Cou.	Install Goalposts Houghton	311.38	262	101081
British Telecom	Phone Bill Oct-Dec 07	49.46	263	101082
Thurnums	Parish Plan Envelopes	10.56	264	101083
Thurnams	Houghton Hall Chairs	2639.34	265	101084

348.2 To note the receipt of Wayleaves payment of £9.20.

348.3 Crosby Village Hall – Payment to R & A Electrical of £250.00 + VAT
Resolved: payment approved and to appear on March payment schedule.

348.4 Internal Auditors Report - the report of the internal auditor for the period 1st July-30th December 2007 was received and noted.

Agreed: Asset Register - it was requested that the signs and notices listed on the register be identified and listed in a view to determining current value.

AM

348.5 Colour Printer & Paper Shredder

Resolved: authorised the purchase of Paper Shredder (approx. £20.00) and Colour Laser Printer (approx. £130.00).

AM

348.6 Linstock Playground

Resolved: The sum of £15,000 to be allocated to the project with other possible funding streams to be applied for.

DRAFT MINUTES TO BE RATIFIED BY NEXT MEETING ON 12th MARCH 2008

SR 349/2/08 Planning Matters

349.1 Applications

08/0002 Smithy Cottage, Orchard Gardens, Houghton – Erection of single storey extension to provide 1no. en-suite bedroom.

Resolved: that “no observations” be made.

08/0030 10 The Green, Houghton – Erection of single storey bathroom extension to rear elevation to allow for disabled access.

Resolved: that “no observations” be made.

08/0023 Moor Park House, Crosby Moor, Crosby on Eden – 2 storey side and rear extension to provide garage, utility, enlarged dining room and kitchen to ground floor, with 2no. bedrooms, 1no. bathroom and en-suite and dressing/study to existing bedroom at first floor level; creation of 2nd floor providing 1no. bedroom, sitting room and bathroom in roof space; creation of new access.

Resolved: that “no observations” be made.

SR 350/2/08 Highways Matters

350.1 Knells Farm – Parking of vehicles

See Community Policing Report earlier.

It was also reported that a planning issue may exist in the use of a building. Chairman to contact Planning Department to clarify.

CN

SR 351/2/08 Administration and Governance Matters

351.1 CALC Effective Councils Roadshow

To take place on Wednesday 21st February 2008.

351.2 Consultation on Orders and Regulations relating to the Conduct of Local Authority Members in England.

Reported that Carlisle City Council will be issuing a responding to the paper. If Cllrs wished to submit comments to contact Clerk prior to 15th February 2008.

351.3 Appointment of External Auditor

The appointment of BDO Stoy Hayward from 2007/8 for a five-year period was noted.

351.4 Police Community Forum

Cllr Taylor & Roelich to make every effort to attend every meeting of The Carlisle Police Community Liaison Forum and report to council.

JT/TR

351.5 Greater Influence for Local Councils

CALC Consultation paper received and Cllrs advised of conference on 29th March 2008.

Resolved: Clerk & Chairman to attend conference at cost of £10.00/head.

AM

351.6 Asset Insurance

Agreed: Clerk to obtain quote to insure Crosby Playground & Linstock Bus Shelter and 'self insure' smaller items. If quoted less than £250.00 then Clerk to obtain insurance. If over £250.00 to be considered by Council at next meeting.

AM

DRAFT MINUTES TO BE RATIFIED BY NEXT MEETING ON 12th MARCH 2008

SR 352/2/08 Parish Plan

352.1 The Parish Plan Working Group Action Plan was received.

Areas of dog fouling identified as being Church Lane, Church woods and outside the school at Houghton, Tarraby, Tarraby Lane and the Millennium Path at Rickerby.

Areas requiring drains clearance identified as outside No. 22 on Houghton Road and close to the new gates to the old camp.

Agreed: to advise Dog Wardens of identified dog-fouled areas and cite refuse bin at Tarraby. To notify Highways Dept. of drains on Houghton Road.

AM

352.2 The Parish Plan ... Next Steps

Agreed: Public meetings to determine future priorities to be arranged at Houghton, Linstock & Crosby. Chairman and Ward Councillor's to be in attendance. Clerk and Cllr Fox to arrange evening meetings at Easter.

AM/MF

SR 353/2/08 Village Matters

353.1 Erection of Tribune Drive Noticeboard

Resolved: To be erected beside Post Box at Tribune Drive. Planning permission to be applied for at a cost of £67.50.

AM/CN

353.1 Crosby Drains Forum

The minutes of the meeting held on the 25th January were received. Main points included:-

- Linstock to get mains sewage connection. Carlisle City Council (working with United Utilities) is instigating the appointment of one contractor to connect households. Duncan Fone, United Utilities to give outline of proposed works at Wetheral & Stanwix Neighbourhood Forum meeting on 21st February.
- PC has written to United Utilities requesting that Crosby should also get mains sewage connection and pumping station.

Other issues raised included:-

- Effluent flowing into Willow Beck may be from chicken farm.
- The notification of the results of Low Crosby Viability Report funding application from Environment Agency.
- Identification of Willow Beck culvert landowner.
- Highway drain collapse at Newby, Crosby.

Agreed: to pursue these issues.

AM

353.2 Pitt Report

A letter from the National Flood Forum was received.

Agreed: Cllr Fox to draft letter on behalf of the Parish Council, to be submitted by Clerk.

MF/AM

353.4 Extension of Houghton Bus Shelter

Resolved: to write to Stagecoach requesting extension of Bus Shelter.

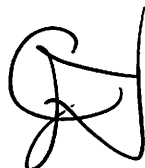
AM

SR 354/2/08 Councillor Matters

The following matters were raised:-

Cllr Scorer reported that a thorny shrub adjacent to Tribune Drive Playground was dangerous to children and had already caused serious injury to a dog. Cllr Scorer to photograph shrub and Clerk to instigate removal with City Council.

AS/AM



DRAFT MINUTES TO BE RATIFIED BY NEXT MEETING ON 12th MARCH 2008

Cllr Taylor had received a complaint that the 10.04 bus from Houghton to City was frequently full and therefore unable to stop at Whiteclosegate. This is due to the change of start time for concessionary bus fares from 9:30 am to 10:00 am. Cllr Bainbridge is already pursuing the matter with Stagecoach, trying to bring forward the 10:04 bus. Clerk to write to City Council expressing concerns and requesting possible solutions.

AM

Also, reported a problem with litter at the lay-by at Pond Cottage, Tarraby. Clerk to investigate the placing of a litter-bin.

AM

Cllr Telford reported that Potholes at the Post-box in the wall at Linstock had not been repaired, despite being reported. Clerk to report again.

AM

Cllr Fox advised that the position of a lay-by/bus stop at Crosby Moor (westbound side of the A689) is making it visually difficult to turn on to the A689 safely. Clerk to investigate the movement of lay-by to the other side of the junction.

AM

Also reported that Crosby playing field goalposts require new nets. Clerk to obtain estimates for next meeting and the possibility of borrowing nets in the interim.

AM

SR 355/2/08 Schedule of Correspondence, notices and publications

schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 356/2/08 Date of Next Meeting

The next meeting is scheduled for Wednesday 12th March 2008 at 7.30pm in Crosby Parish Hall, Crosby on Eden. The Annual Parish Meeting will proceed this meeting at 7:00 p.m.

The meeting closed at 8.55 p.m.



Clerk

12/03/2008

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 12th March 2008 in the Parish Hall, Crosby on Eden.

To be
Actioned
By:

SR 357/3/08 Apologies for absence

Apologies for absence were received from Cllr P Gascoigne, A Lightfoot, J Mallinson & PC A Wright.

SR 358/3/08 Present

The Chairman, Cllr C Nicholson and Cllrs S Alecock, G Cawley, M Fox, V Hamilton, P Newstead, Y Robertson, T Roelich, A Scorer, J Taylor, J Telford, J Watson & A Welsh.

SR 359/3/08 In Attendance

City Cllr J Bainbridge & City Cllr M Bowman

SR 360/3/08 Declarations of Interest

Cllr Nicholson declared a personal interest in Agenda Item 7.1, Planning Appn. 08/0179.

SR 361/3/08 Minutes of the meeting of the Parish Council held on 13th February 2008

The minutes of the meeting of the Parish Council held on the 13th February 2008 were received and agreed subject to the following amendment at the request of Cllr Taylor:-
SR351.4 Delete "*Cllr Taylor & Roelich to make every effort to attend every meeting of the Carlisle Police Community Liaison Forum and report to council*" and replace with "*Cllr Taylor enquired regarding the requirement to attend all meetings of the Carlisle Police Community Forum or just the Stanwix one. Cllr. Taylor was advised that as the Councils appointees to the Forum he and Cllr Roelich are required, if possible, to attend all its meetings*"

SR 362/3/08 Public Participation

In accordance with Standing Order 70, the Chairman adjourned the meeting in order to allow members of the public to address the Council regarding the business to be transacted.

No members of public present at the meeting

SR 363/3/08 Community Policing Report

A report by PC Alasdair Wright was received in his absence.

Items reported included:-

- Rise in quad bike and diesel thefts in north Cumbria.
- The offer to interested parties of joining the Farmwatch, Neighbourhood Watch and Smartwater schemes.
- Key Individual Network (KIN) Survey, canvassing members of the community (including parish councils) views on police satisfaction levels and current concerns.
- Lay-by/bus stop on A689 Crosby Moor – will report to next meeting the numbers of tickets issued.

AW

Ancillary to PC Wright's report, Cllr. Nicholson also reported the theft of copper telephone cable from underground ducting in the Brampton Road/Whiteclosegate area. He urged that apparent street works by the occupants of unidentified white vans be immediately reported to the police for investigation.

The Chairman reconvened the meeting.



SR 364/3/08 Finance Matters

364.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
A McCallum	Nett Salary	858.67	266	101085
	Reimbursements	116.10	267	101086
HM Inland Rev.	Tax & NI	181.09	268	101087
J Airey	Int. Audit Fees Jul-Dec 07	159.00	269	101088
Thurnums	Toner Cartridge & Box Paper	139.52	270	101089
Linstock WI	Hall Rental – Sat 19 th Jan	20.00	271	101090
Carlisle City Cou.	Linstock Bus Shelter	3600.00	272	101091
R & A Electrical	Crosby Hall Electrical	293.75	273	101092
Crosby Parish Hall	Hire of Hall 2006/7	215.00	274	101093
Cumbria Co. Council	Crosby Drains Contribution	5000.00	275	101094
A McCallum	Broadband Reimbursement	66.50	276	101095
Cllr G Cawley	Broadband Reimbursement	82.50	277	101096
Cllr C Nicholson	Broadband Reimbursement	137.50	278	101097
EITS Cumbria Ltd	Emergency Generator Conn.	4191.34	279	101098
Carlisle City Council	Playground Plan Fee	67.50	280	101099

364.2 CALC Annual Subscription

Resolved: To approve payment of £284.50 for membership 2008/9 and £13.50 annual subscription for Local Council Review Newsletter.

AM

364.3 Great North Air Ambulance & MENCAP

Resolved: to approve payment of £100.00 to the Great North Air Ambulance under Section 137. No donation shall be made to MENCAP and a letter written to this effect.

AM

364.4 Purchase of Annual Minute Book

Resolved: to purchase new Minute Book at a cost of £71.00 + VAT.

AM

364.5 To note the receipt of £301.41 reclaimed VAT for the period 1/10/07 to 31/12/07.

364.6 Houghton Village School 50th Anniversary

Agreed: To request that Houghton School advise the Parish Council via letter suggesting ways that the council might support the community in celebrating this event.

AM

SR 365/3/08 Planning Matters

365.1 Applications

08/146 Little Bobbington, The Knells, Houghton – Revision of approved garages.

Resolved: to object on grounds including:-

- The fourth garage would extend almost 6.3 metres beyond the building line of 'Parkside'.
- The development may already have taken place.
- The proposal is a further over development of the site and constitutes yet another step in a creeping development.
- The proposal, if permitted, would further prejudice the significantly eroded residential amenity of 'Parkside's' rural setting.

AM

08/0179 Crosby on Eden Primary School. Crosby on Eden – Erection of Canopy over existing play area.

Resolved: that "no observations" be made.

AM



Permissions

07/1375 24 Houghton Road, Houghton – Single storey extension to front elevation to provide garage. Two storey side extension to provide extended kitchen, WC and utility to ground floor with en-suite bedroom above. Single storey rear extension to provide extended living room and exercise room.

08/0002 Smithy Cottage, Orchard Gardens, Houghton – Erection of single storey extension to provide 1no. en-suite bedroom.

08/0030 19 The Green, Houghton – Erection of single storey bathroom extension to rear elevation to allow for disabled access.

Appeals

07/1034 28 Smithy Croft, Houghton – Erection of en-suite bedroom above existing garage.

Withdrawals

08/0023 Moor Park House, Crosby Moor, Crosby on Eden - 2 Storey side extension and rear extension to provide garage, utility, enlarged dining room and kitchen to ground floor, etc.

365.2 Proposed Housing Development at Crindeldyke

Agreed: To first contact Kingmoor Parish Council to determine their views on the development.

Further Agreed: The Parish Council (as a non-statutory consultee) to provide a scoping opinion to ARUP, Manchester, on behalf of Story Land & Development.

Areas that the Parish Council wishes to determine being:-

- The possible impact of increased traffic levels on the A689 and Houghton village.
- If sufficient education provision is available in the area, particularly secondary.
- The levels of low cost/social housing that is to be incorporated into the development.
- The adequacy of mains service provision in the area.

CN

CN/AM

SR 366/3/08 Highways Matters

366.1 Condition of unadopted road at Linstock to Park Broom

Following a complaint about the condition of the road, road paring's had been sourced from Cumbria Highways, Mr Wannop from Linstock Castle agreeing to lay as surfacing.

SR 367/3/08 Administration and Governance Matters

367.1 CALC Effective Councils Roadshow Actionplan

Resolved: To adopt the action plan and to continue expanding the existing programme of public consultation.

AM

367.2 Community Empowerment in Carlisle.

A letter from Mrs M Mooney, Town Clerk & Chief Executive, Carlisle City Council was received, no reply deemed necessary.

367.3 Clerks Report

Resolved: To replace "Matters Arising" as an agenda item with "Clerks Report" for a trial period, before reviewing effectiveness.

AM

367.4 Internal Auditor Recommendations - System of Internal Audit Checklist & Statement Regarding the effectiveness of the Council's Internal Auditor

Concerns were raised regarding the necessity for the council to undertake these procedures.

Agreed: To obtain clarification from the Internal Auditor and CALC why the council is required to undertake these procedures.

AM

367.5 Asset Insurance

Resolved: To insure the Bus Shelter and Crosby Play equipment with Allianz at a cost of £280.03/annum.

AM

SR 368/3/08 Village Matters

368.1 Erection of Tribune Drive Noticeboard

It was agreed that the previously identified position beside the postbox at Tribune Drive was unsuitable due to the position of an electricity sub-station?. An alternative site a short distance to the west may be considered at the next meeting, once clarification is obtained as to if the area is privately owned or amenity land.

AM

368.2 Crosby Goalpost Nets

Resolved: To purchase nets at a cost of £54.70 + VAT from Carlisle City Council.

AM

368.3 Development of Extended Children's Services – Meeting 29th February 2008

Cllr Fox reported that the meeting advised of the development of services to the community through schools. Crosby School will fall into the Brampton/Longtown catchment and Houghton into Carlisle.

368.4 Extension of Houghton Bus Shelter

Agreed: to determine how many people are using the bus shelter and at what times to determine if the need to extend exists.

Further Agreed: To determine if the Bus Shelter would be more suitably placed on the opposite side of the road.

AM/CN

368.5 Concessionary Bus Fare Scheme

A letter from Mr P Mason, Head of Revenues and Benefits was received. The letter requested that the Parish Council should provide specific examples of full busses being unable to stop and collect passengers so that Mr Mason can investigate the matter with Stagecoach.

Resolved: Cllr Taylor to approach complainant for specific examples.

JT

368.6 Unauthorised Development in the Parish

Cllr. Taylor explained that recent experience had made him aware of a time limit of four years for taking enforcement action against unauthorised development (i.e. development without or exceeding, planning permission). He wished to advise Cllrs. and public alike of the existence of this time limit. Cllr. Taylors statement was noted.

368.7 Car Park at Houghton Village Post Office

Agreed: To obtain background information regarding the possibility of parking bays being incorporated into the lay-by.

Further agreed to investigate the possibility of erecting a polite notice advising on a 20 minute parking limit, estimate to be obtained.

CN/AM

CN

SR 369/3/08 Councillor Matters

The following matters were raised:-

Cllr Alecock reported that the road cones on the A689 lay-by were damaged and moved. Clerk to contact PC Wright and request that they are re-instated.

AM

Cllr Scorer reported that Carlisle City Council were in the process of removing the thorny shrub adjacent to Tribune Drive Playground.

Cllr Bainbridge reported on the adoption of land at Antonine Way by the City Council and the Tribune Drive public open space proposal.

Cllr Fox reported that Crosby bus shelter was being fly-posted by local handymen. Clerk to determine who owns the bus-shelter before progressing the fly-posting issue.

AM

Cllr Nicholson reported that an elector had enquired about the possibility of extending the 30mph speed limit to include the 40mph section between Rickerby & Linstock. Chairman to discuss with Highways and report to next meeting.

CN

Cllr Roelich reported that a resident of Tribune Drive had expressed concern regarding the removal, by the City Council, of a large shrub from the adjoining public land but that this issue had subsequently been resolved.


SR 370/3/08 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 371/3/08 Date of Next Meeting

The next meeting is scheduled for Wednesday 9th April 2008 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 8.55 p.m.


Cllr Nicholson
Crosby on Eden

9/4/2008

STANWIX RURAL PARISH COUNCIL

Minutes of the meeting of the Stanwix Rural Parish Council held on Wednesday 9th April 2008 in the Parish Hall, Crosby on Eden.

To be
Actioned
By:

SR 372/4/08 Apologies for absence

Apologies for absence were received from Cllr S Alecock, T Roelich, A Scorer, A Welsh, V Hamilton and Carlisle City Councillors J Bainbridge & M Bowman.

SR 373/4/08 Present

The Chairman, Cllr C Nicholson and Cllr G Cawley, M Fox, P Gascoigne, A Lightfoot, P Newstead, Y Robertson, J Taylor, J Telford & J Watson.

SR 374/4/08 In Attendance

PC A Wright and 3 members of the public.

SR 375/4/08 Declarations of Interest

There were no declarations of a personal and/or prejudicial interest relating to any item on the agenda.

SR 376/4/08 Minutes of the meeting of the Parish Council held on 12th March 2008

The minutes of the meeting of the Parish Council held on the 12th March 2008 were received and agreed subject to the following amendment at the request of PC A Wright:- SR363/3/08 Key Individual Network - the word "*including*" is to be deleted and replaced with "*which echo*".

It was also agreed at Cllr Taylors suggestion, that in the interest of clarity SR35.4/2 08 be amended to indicate that "*Cllr Taylor had never received direct notification of meetings of the Police Community Forum*".

SR 377/4/08 Public Participation

In accordance with Standing Order 70 (a), the Chairman adjourned the meeting in order to allow members of the public to address the Council regarding the business to be transacted.

A resident of Houghton addressed the Council concerning parking within the lay-by at Houghton Store. Advised that as a resident of the area, people who live and require parking need to be taken into consideration. Commented that he does not welcome regulation of parking times within the lay-by and feels that visitors to the shop appear to take precedence to residents. Also, suffers noise from cars waiting at the "pinchpoints" and considers them to be dangerous.

A resident of Crosby on Eden reported that the junction at Park Broom/Wallfoot Hotel had again been an accident site and requests the Council to lobby to improve the junction. PC Wright advised that he would report the matter to Traffic and report back with accident statistics.

A resident of Crosby on Eden requested that the Parish Council write to Mr R Hayward, Highways Dept., Cumbria County Council concerning the road 'widening' through verge damage creating roadside trenches and gully formation on the road from Crosby Church to Blue Wicket.

Agreed: Chairman advised resident that he would notify the Highways Department of the danger and report to the next meeting.

AW

AM/CN

SR 378/4/08 Community Policing Report

PC Alasdair Wright reported that:-

- Still offering the Farmwatch, Neighbourhood Watch and Smartwater schemes.
- Roadcones on A689 - he has been unable to determine an owner of cones but considers that what is really needed is a higher curb to stop vehicles parking.
- Lay-by/bus stop on A689 Crosby Moor – has not personally witnessed any vehicles parking within layby and has had no feedback from highways on ticket numbers issued.
- Crosby School Parking – is still an issue.
- A689 Crosshills Road – complaints received concerning speeding traffic and situation is being monitored.

A Councillor reported that discarded litter was becoming a problem on Houghton Village Green. When culprits challenged by a resident had received verbal abuse. PC Wright advised that he would report it to colleagues. He also reported that a new Police Community Support Officer was due to be instated in May.

A Councillor also reported that the Speed Indication Device charger was broken and was currently in PC Wrights possession, awaiting replacement.

Wright and three members of the public left the meeting.

The Chairman reconvened the meeting.

SR 379/4/08 Finance Matters

379.1 Resolved that the following payments be approved:-

PAYEE	DETAILS	AMOUNT	VOU NO.	CHQ NO.
A McCallum	Nett Salary	858.67	281	101100
	Reimbursements	95.44	282	101101
HM Inland Rev.	Tax & NI	181.09	283	101102
R J Telford	Noticeboard at Linstock	376.78	284	101103
Staples	Colour Printer & Shredder	146.67	285	101104
CALC	Conference Places	20.00	286	101105
CALC	Annual Subscription 08/09	284.50	287	101106
CALC	Local Council Review Sub.	13.50	288	101107
Air Ambulance	Donation	100.00	289	101108
Thurnams	Collins Minute Book	83.43	290	101109
British Telecom	Phone Bill	99.86	291	101110
Allianz Insurance	Asset Insurance	285.33	292	101111

379.2 Parish Council & Village Hall Grants 2007/8

To note the receipt of Cumbria County Council Grant of £1,500 (Emergency Generator Connections) & £220 (Linstock Bus Shelter). To also note the receipt of Carlisle City Council Grant of £1,500 (Emergency Generator Connections) & £1,200 (Linstock Bus Shelter).

Agreed: To thank City Council Councillors for the contributions.

379.3 To note the receipt of £46.44 from United Utilities for services of Clerk at Linstock Public First Time Sewerage Meeting.

Clerk requested Councils permission to facilitate at other First Time Sewerage Meetings, on behalf of United Utilities, on a self-employed basis.

Resolved: Clerk may work for United Utilities on a self-employed basis if she wishes.

379.4 Embossing Charge of £40.00

Resolved: to authorise payment of £40.00 + delivery charges for embossing of Minute Book.

AM

AM

379.5 Parish Council & Village Hall Grants 2008/9

Houghton Village Hall – Gas Heater – SRPC Contribution of £500
Linstock WI Hall – External Redecoration – SRPC contribution of £360
Crosby Parish Hall – Water Heater - £240.00
Community Noticeboards x 6 – SRPC contribution £1255
Resolved: to authorise project contributions as listed above.

AM

379.6 Purchase of Tables for Crosby Parish Hall

Resolved: To authorise the purchase of tables at a cost of £963.62 + VAT.

AM

379.7 Reimbursement to Clerk - PC Fixer Invoice

Resolved: To authorise payment of £40.00 to reimburse Clerk for removal of virus from PC and anti-virus software installation.

AM

379.8 Quarterly Monitoring Report of income and expenditure against budget for the period 1st January to 31st March 2008 was received.

R 380/4/08 Planning Matters

Applications

08/0211 20 Hadrians Gardens, Carlisle – Two storey side and rear extension to provide dining room, utility room, shower room and store to the ground floor, with 1 no, en-suite bedroom and separate above.
Resolved: that “no observations” be made.

AM

08/0240 Garden Cottage, Crosby on Eden – Raising of part of garden to be level with the road at the new vehicular access & erection of wall to the eastern boundary.
Resolved: that “no observations” be made.

AM

08/0297 Moor House, Rickerby – Conversion and extension of existing single storey building and garage to two storeys to provide additional bedrooms, studio and billiard room.
Resolved: that “no observations” be made.

AM

08/0285 42 The Green, Houghton – Demolition of artist studio, garage and part demolition of outbuildings and erection of 3 bedroom dwelling house with garage, conversion of remaining out building to games/study bedroom annex (revised application).
Resolved: To apply for extension of planning consultation deadline to be increased to the 16th May, as a result of plans being unavailable for scrutiny.

AM

Permissions

07/0540 Ashgrove, Brampton Old Road – Erection of sunroom and additional garage.

SR 381/4/08 Clerks Report

381.1 Salt Containers at Crosby & Old Post Office

Report received from Rob Lawley, Cumbria Highways as to why salt containers had been removed. Cllrs were unwilling to accept the reason stated as vandalism and advised that were damaged by cars skidding into them.



Resolved: To write to Highways requesting that Crosby Salt Container be re-instated in a position before or inside the bend, avoiding possible future damage.

AM

381.2 Lay-By/Bus Stop on Crosby Moor
See earlier Community Policing Report.

381.3 Houghton Village School 50th Anniversary
Letter sent to School Governors 26th March 2008, no reply received as yet.

381.4 Proposed Housing Development at Crindledyke
A letter from Kingmoor Parish Council was received and the Parish Council's response to ARUP, Manchester had been sent on the 7th April (Minute 365.2/3/08).

381.5 Asset Insurance
See 379.1/4/08

381.6 Erection of Tribune Drive Noticeboard
See Minute 384.3/4/08

381.7 Crosby Goalpost Nets
Received.

381.8 Extension of Houghton Bus Shelter
Chairman to progress.

CN

381.9 Concessionary Bus Fare Scheme
Cllr Taylor reported that the issue had resolved itself due to recent Carlisle City Council action.

382.10 Car Parking at Houghton Village Post Office
Resolved: Site visit to be arranged with Richard Hayward, Cumbria Highways and all Councillors invited to attend.

CN/AM

382.11 Road Cones on A689 Lay-by
See Community Policing Report.

382.12 Crosby Bus Shelter
Ownership issues currently being determined by Clerk with Carlisle City Council. Clerk to report to future meeting.

AM

382.13 Extension of 30mph Speed Limit – Rickerby to Linstock
Chairman reported that was awaiting a reply from Highway Officers. Councillors reported that 30 m.p.h. repeater signs were in use between the B6264 and Rickerby road and expressed the opinion that if these could be used at that location then why not on the Houghton Road also. Chairman to enquire when progressing the 30 m.p.h. limit.

CN

SR 383/4/08 Administration and Governance Matters

383.1 Mineral and Waste Development Framework – Core Strategy & Generic Development Control Policy Consultation
Resolved: No reply deemed necessary.

383.2 CALC Effective Council Roadshow Plan
Agreed: Cllr Nicholson to attend The Effective Council Course at a cost of £40.00, other Councillors wishing to attend to contact the Clerk.
Resolved: Portfolio areas to be drafted, and discussed at next meeting.

AM

CN/GC
/AM

383.3 Disposal of redundant Photocopier

Resolved: To place photocopier on community re-cycling website, if no response then can be disposed of.

AM

383.4 Internal Audit Arrangements 2008

Resolved: To authorise Chairman to sign the statement approving the Councils internal audit system on behalf of the Council.

AM/CN

383.5 Parish Plan Ward Meeting

To take place in Houghton Village Hall on Tuesday 15th April at 7:30 p.m.

383.6 Letter of Complaint (Public & Press excluded)

A letter of complaint had been received from an elector.

All members of the public had left the meeting and it was decided that a resolution to exclude members of the public from this item was therefor unnecessary.

Clerk was found not to be at fault and had properly followed Parish Council procedure.

Resolved: A draft reply was amended and agreed, the amended draft to be circulated for final approval, before posting.

CN

Further Resolved: To adopt a formal Corporate Complaint Procedure and Discipline & Grievance Procedure (in relation to employees), drafts to be presented at the next meeting.

AM

Councillor Watson left the meeting at 9:10 p.m.

383.7 Stanwix Rural Parish Council's copy of Local Council Administration (7th Edition)

A Cllr enquired as to the whereabouts of the above publication. The Clerk confirmed it was in her possession.

383.8 Minutes – Errors and Omissions

Resolved: Councillors that require information in respect of ongoing issues are in the first instance, to contact the Clerk.

AM/CN

SR 384/4/08 Village Matters

384.1 Houghton Village Store – Movement of litter bin.

Resolved: Noticeboard to be moved to a more suitable position on the other side of the road.

AM

384.2 United Utilities Linstock First Time Sewage meeting

Resolved: To write to Carlisle City Council Drainage Team, requesting that the proposed connection scheme also includes making systems that are no longer operational redundant.

AM

384.3 Tribune Drive Noticeboard

Resolved: To position the Noticeboard at the entry to Tribune Drive, on the north side.

AM

SR 385/4/08 Carlisle Airport

Chairman reported that the Development Control Committee was minded to approve the application subject to conditions being decided and that the application would now be sent to Government Office NorthWest for consideration. Cllr Fox advised that reports that the application had been withdrawn were inaccurate and the application had not been withdrawn.

With regard to the consultation process, the Chairman reported that the City Council had failed to:-

- Include the Parish Council in ongoing consultation;
- Inform it of the date of site visit and invite its representatives to attend;
- Inform it of the date that the application was to be heard;
- Confirm the Parish Councils right to speak at the planning meeting and

- Provide a copy of the schedule, including the officer appraisal.

Resolved: To bring these matters to the attention of the City Council and Government Office Northwest.

CN/AM

SR 386/4/08 Councillor Matters

The following matters were raised:-

Reported on behalf of **Councillor Alecock** by the Clerk: Request that the legalities of parking of vehicles on Village Greens is investigated. Also reported that there appeared to have been no progress on the overgrown hedge on the footpath between Linstock and Linstock Castle and the footpath from Linstock to Crosby on Eden needed cleared.

AM

CN/AM

Cllr Fox reported that no progress on the damaged Stile at Barn End, Crosby had been evidenced. Clerk will pursue this matter with Mr Nicholson from East Cumbria Countryside Project.

AM

Cllr Telford reported that an overgrown hedge in Linstock (opposite the Nurseries) had scratched cars. Clerk to determine owner and report to next meeting.

AM

SR 387/4/08 Schedule of Correspondence, notices and publications

A schedule of correspondence, notices and publications received since the last meeting was received and noted.

SR 388/4/08 Date of Next Meeting

The next meeting is the Annual General Meeting and is scheduled for Wednesday 14th May 2008 at 7.30pm in Crosby Parish Hall, Crosby on Eden.

The meeting closed at 10.10 p.m.


CHAIRMAN

DATE 14/05/2008