

DALSTON PARISH COUNCIL

Minutes of the ordinary monthly meeting held at Forge Green on Tuesday 11th November 2008.

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| PRESENT | Mr A R Auld (Chairman) | Mr I Newton |
| | Mr D B Craig | Mrs J L Rawstron |
| | Mr D W Hand | Mr O J Rickerby |
| | Mr G Harrison | Mr S Scaife |
| | Mr J F G Kelsey | Mr S A Sinclair |
| | Mrs C Millar | |

Members stood in silence to remember with gratitude the late Robert (Bob) Buchanan who had served for several years on Dalston Parish Council, but continued to take an interest, particularly with insurance matters, after deteriorating health caused him to stand down.

78 APOLOGIES

Apologies for absence were received from Mesdames P Dalton, F Kaye-Krzeczkowski (holiday), Messrs D C Cowen (work) and R J Potter (meeting).

79 MINUTES

The minutes of the monthly meeting held on 14th October 2008 were agreed and signed as a true record. The Clerk reported that an error in agenda item 74g) had been corrected in the Minute Book.

80 DECLARATION OF INTEREST

Mr A R Auld declared and recorded an interest in agenda item 6 – website grant. Mr G Harrison declared and recorded an interest in agenda item 9a – Cemetery maintenance tender list.

81 PUBLIC PARTICIPATION

Apologies for absence were received from Councillors N Clarke, S Tweedie PS S Wright and PCSO E Tonge. The Clerk read out the Police report, which included five road traffic and five anti social behaviour incidents. Parishioners and neighbouring Parish Councils had been consulted regarding interest in the development of a Speed Watch scheme, with four volunteers coming forward from Dalston to date. Councillor Collier indicated that Burgh by Sands might be interested. Councillor Collier informed Members that he and the Clerk had examined the definitive maps at Capita but had been unable to ascertain any further information regarding disabled access at the station. Councillors Clarke and Allison had written to Carlisle CC Conservation Officer regarding the possibility of applying for listing of the platform bridge to ensure its repair rather than replacement. Councillor Allison reported on the Kingswood Local Liaison Committee meeting. Plans were being developed for submission and consent for 10 units on the Cumdivock site, 60/40% residential/work space. Currently the upstairs accommodation of bedrooms and bathrooms were excluded from the ratio in the plans and the proposal was for an upmarket development. Councillor Allison informed the Council of the Serco report on joint working for Carlisle CC and Allerdale BC. Current staff costs in Carlisle were higher than the other Cumbrian Districts and a merged senior management team would secure an annual saving of over £1.1m. He indicated that the unitary debate might be revived if initiatives, such as amalgamation, did not take place. Mr Kelsey requested that the Police were advised of illegal parking on the pavements on Carlisle Road preventing wheelchair users being able to travel on the footway – Clerk to report. It was suggested that obtaining the analysis of the speed camera data on the Green would be useful.

82 PLANNING DECISIONS

08/0945 East Grange Cottage, Wigton Road – first floor extension providing en suite to master bedroom. – approved 2 conditions.

- 08/0850 CNDR Compound, Cumbria Highways Depot, Barras Lane – erection of single storey office onto existing compound – approved 1 condition.
- 08/0732 Flanders, Buckabank – demolition of porch and erection of new entrance hall – approved 2 conditions.
- 08/0944 Nestle UK Ltd – extension to the existing production facility to form new ‘dry mix tower’ and new external sugar silo with a plant room kiosk building at front (revised application) – approved 1 condition.
- 08/0874 Windy Fell, Raughton Head – demolition of existing garage, erection of detached garage with playroom in roof space – approved 2 conditions.
- 08/0961 Cumdivock House – proposed covered silage pit – phase 1 – approved 2 conditions.
- 08/0962 Cumdivock House – proposed covered silage pit – phase 2 – approved 2 conditions.

83 PLANNING APPLICATIONS

- 08/0937 13 Caldew Drive – erection of single storey bedroom to front of property revised plans. The Council was advised of the officer’s report recommending approval. **Resolved**, proposed Mr Auld seconded Mr Sinclair to reiterate the objections previously submitted. The wide extension, over 4m presenting a brick wall onto the street scene, was considered to be aesthetically intrusive and unsightly. It was agreed that the Clerk would speak at the Development Control Committee meeting on 14th November 2008.
- 08/0941 25 & 26 The Square – internal alterations, extensions to rear and provision of 1st floor to provide 1no. bedroom to each dwelling. The Council was advised of the officer’s report recommending approval. It was **resolved** to reiterate the objections as previously stated. However the Parish Council was mindful of the development making better use of the building for affordable housing. It was felt that the new windows should be altered, as recommended by the Conservation Officer, to be more in keeping and sympathetic with the existing front elevation windows. There was no problem with the concept of the development and the proposal was an improvement on the flat roof extension as existing. There was some concern that the rear first floor roof might be visible from across the Square and be detrimental to the roof line of the existing dwellings. The connection of the new roof should in no way disrupt the original historic structures. Messrs Craig and Kelsey agreed to attend the site visit on 12th November and to speak at the Development Control Committee meeting on 14th November 2008 if considered to be necessary.
- 08/0956 The Cottage, 25 The Square – internal alterations, extensions to rear and provision of 1st floor to provide 1no. bedroom to each dwelling (LBC) – as above.
- 08/1072 Lynwood Lodge, Dalston Hall Caravan Park, Dalston Hall – proposed formation of 6 additional static holiday pitches – no observations.
- 08/1074 Carrowdore, 29 Carlisle Road – erection of single storey extension to provide a utility and cloakroom – no observations.
- 08/0741 Low Mill Barn – proposed conversion of barn to live work unit and siting of temporary residential caravan – no observations.
- 08/1082/1083 Primrose Cottage, Holm Hill – single storey domestic extension and minor alterations (LBC) – no observations.
- Eden DC Core Strategy Submission Development Plan, Sustainability Appraisal – Mr Rickerby had appraised the documents, but as they did not directly affect Dalston Parish, no observations had been submitted.
- Dalston Conservation Area – notification that new boundary approved. The Design Statement amendments would be progressed in January 2009, when a meeting of the Working Group would be convened. The Clerk notified the PC of the death of Lucy Ridyard, Carlisle CC Local Plans Officer who had been involved with this work.
- Kingswood LLC meeting report – the proposed development was not on an exception site and affordable housing was not a consideration. It was reported that the paddocks were allocated to specific units in the plans.

84 GRANTS TO LOCAL ORGANISATIONS

It was **resolved**, proposed Mr Kelsey seconded Mr Hand to award grants to local organisations as follows:

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| 1 | Cumdivock Art Group | Art tuition DVD set, speakers & cable | £100 |
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| 2 | Redspearlands Footpath Group | a) Public Rights of Way survey b) Production of 'Three Bridges Walk' leaflet | £250 |
| 3 | Station Volunteers | New tubs, bulbs, compost, plants, seeds etc | £150 |
| 4 | Raughton Head PCC | Churchyard grass cutting & spraying | £1,462 |
| 5 | Dalston Flower Club | Replacement demonstration drapes | £100 |
| 6 | Dalston Handbell Ringers | New music | £84 |
| 7 | Dalston PCC | a) St Michael's notice board (when installed) b) Church House rear window repair/replace | £500 £250 |
| 8 | Gaitsgill Parent & Toddler Group | 4 x storage boxes & wooden toy garage | £120 |
| 9 | Dalston Scouts | First Aid dummy, course materials & tuition | £300 |
| 10 | A R Auld | Website hosting & maintenance costs | £150 |
| 11 | Primrose Hall | Chairs with arms x 6 | £330 |
| 12 | Recreation Association | Recreation Centre replacement cooker | £300 |
| 13 | Festival Committee | Insurance | £400 |
| 14 | Cumdivock WI | Reading Room fire exit signs & portable wheel chair ramp | £200 |
| 15 | Dalston Parent & Toddler Group | Equipment for quiet corner - rug, book store & books | £200 |
| 16 | Dalston Rainbows | Girl Guiding badges, activity guides | £150 |
| 17 | Dalston Tennis Club | Coaching costs | £300 |
| 18 | Junior Black Reds FC | Training footballs, cones, jackets etc. for new U7 & U8 teams | £400 |
| 19 | Dalston Brownies | Replacement flag/camping tents | £100 |
| 20 | St John's, Cumdivock | Churchyard grass cutting/maintenance | £125 |
| TOTAL | | | £5,971 |

Grants were awarded under the following powers:

3, 8, 9, 10, 13, 15, 16, 19 – Local Government Act s137

4, 20 – Churchyard Local Government Act 1972 s214

7, 11, 12, 14, 17, 18 – Recreation and Halls Local Government (Misc. Provisions) Act 1976 s19

2 – Local Government Act 1972 s144

1, 5, 6 – Local Government Act 1972 s145

Certain applications for other projects were rejected, but the organisations concerned were advised of alternative grant or equipment sources.

85 PRECEPT 2009/10

It was **resolved**, proposed Mr Kelsey seconded Mr Craig to set the Precept for 2009/10 at £35,200 – carried unanimously.

86 CORRESPONDENCE

1 Dalston & Cummersdale Neighbourhood Forum 20th October – Messrs Craig and Rickerby reported that 18 children from the Garlands area attended St Michael's school. A £500 grant had been awarded to Raughton Head church organ repairs.

- 2 CALC AGM 8th November – Messrs Auld, Kelsey and the Clerk had attended. They reported that Craig MacKey, Chief Constable had given an interesting presentation on policing in Cumbria. The annual consultation results indicated that antisocial behaviour on the street, dangerous driving, criminal damage, youth disorder, underage drinking and drug dealing were the main public concerns. Antisocial behaviour was the top priority, with drug dealing in second place. Accountability and answerability were changing future challenges in the bid for excellence and sustainability. Partnership working would require organisational trust and belief, leadership and engagement of all partners. Guy Richardson spoke about locality working and the different approaches being made in the Districts regarding the new duty of councils and other public bodies to involve and meet the needs of the community. Lengthy discussion ensued, with the view put forward that flexible localities based on specific issues rather than a rigid framework might be appropriate.
- 3 Communities and Local Government – a consultation on the making and enforcement of byelaws – the Clerk’s proposed response – was agreed.
- 4 Cumbria Community Awards 2008 – Barras House had been selected as one of the two finalists in the Greener Communities category – for information.
- 5 Carlisle Environmental Action AGM minutes – filed.
- 6 Invitation to Cumbria in Bloom AGM & Seminar 25th November – the Clerk and a station group representative to attend if feasible.
- 7 Notification of CPCA/Carlisle CC meeting 8th December – Chairman, Vice-Chairman and Clerk to attend.
- 8 Cumbria Minerals and Waste Development Framework Hearing – notification of submission changes - for information.
- 9 Cumbria CC notification of temporary 30mph speed restriction and overnight road closure at M6 Junction 42 Golden Fleece commencing 24th November for 3 weeks - noted.
- 10 Communities and Local Government Communities in Control: Real people, real power Codes of conduct for local authority members and employees consultation – deadline 24th December 2008 – for circulation to Councillors.
- 11 Cumbria Waste Management Environment Trust Annual Review & Accounts 2007/08
- 12 Local Council Review November 2008 issue.

87 GARDENS AND MAINTENANCE

- a) The Clerk reported on items from the Property and Maintenance Committee meeting on 28th October.
 - 1) Alan Dinning had attended and advised the meeting that the Festival Committee would purchase Christmas lights for installation in a tree in the Churchyard. The Parish Council agreed that a cut tree could be purchased from Mr Watson for £25 delivered and the quote of £100 from Mr Penrice for installing a sleeve for its installation should be accepted. The Festival Committee was willing to organise the work involved which was much appreciated.
 - 2) A list of contractors to be invited to tender for the grass cutting/ground works and Cemetery contracts had been agreed and was read out. Mr David Harrison had asked to be considered for inclusion on the list for the Cemetery contract. The Clerk was to ask him to provide references for recent work undertaken.
 - 3) The Parish Council assets had been considered and names of contractors put forward in connection with the repair of some of the notice boards. It was agreed that Mrs Pattinson should be offered a trellis, at Parish Council expense, for installation in her garden behind the seat in the Square to help alleviate the litter problem.
- b) Parish Council and Redspearlands Footpath Group representatives had met on 4th November 2008. It was suggested that additional funding to the grant should be made available for some of the costs associated with attending to Parish Paths Initiative work on behalf of the Parish Council. The landowner had now decided not to support the replacement of stiles with gates on the rights of way circuits to the north of the station from Carlisle Road to Barras Brow. The Clerk and RFG Secretary were negotiating with Cumbria CC to via the PPI funding for the current year to another project elsewhere in the Parish. It was agreed that the footpath at the Barras Brow end was not being kept clear and that there was no dry walking available. The Cumbria CC Ranger was to be asked to look at the problem.

- c) The Clerk advised the Council that the licence for the Raughton Head seat and litterbin had finally been obtained from Capita. Lattimers were to be instructed to proceed with the installation.
- d) A large hole in the highway at Lingey was reported – to be passed on to the Highway Steward by Mr Scaife.
- e) The gate onto the Green by the White Bridge was reported as requiring some attention – the Clerk agreed to instruct Mr Penrice to repair it.

88 FREEDOM OF INFORMATION ACT AND NEW MODEL PUBLICATION SCHEME

It was **resolved** to defer the matter to the next meeting.

89 COMPLETION OF AUDIT 2007/08

The audit had been completed and the annual return was presented and approved by the Parish Council. It had received a qualified audit opinion for the following reasons:

- a) The Risk Assessment review had not been recorded in the minutes during the year.
- b) The review of the effectiveness of the internal audit had been reviewed after the year end.

It was **resolved** to ensure that these issues were addressed correctly in the future.

Other issues arising in the auditor's report were:

The Assets Register should be updated to include the date acquired, purchase cost and location of each asset. This was considered by the Parish Council to be impractical to attain in full. The value of the assets was already itemised in the insurance schedule.

The Fidelity Guarantee cover, despite the increase, was still felt to be insufficient. The Internal Auditor indicated that the balance had been £5,000 over the £60,000 cover for a few days during the year and with only £6,000 cash handled per annum, the controls were adequate – **resolved** to agree.

The Clerk indicated that the notice of conclusion of the audit would be displayed in conspicuous places and the annual return made available for inspection by appointment. It was agreed that the responses to the auditor's survey should be robust regarding the quality of service and value.

90 ACCOUNTS

The Internal Auditor reported that the accounts for the year to date were completely satisfactory. Mr Couling and the Clerk were both thanked for their efforts in keeping the Parish Council financial matters in order.

It was **resolved** to approve the monthly expenditure and record of income.

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| 1 | Barclays Bank – safe custody fee 12/09 | 1.00 |
| 2 | CALC – AGM lunch expenses x 3 | 30.00 |
| 3 | E Davidson – grave digging ashes space x 2 05/11/08 | 80.00 |
| 4 | British Gas – gas supply 03/11/08 | 38.31 |
| 5 | SLCC – annual subscription | 113.00 |
| 6 | R.B.L. Poppy Appeal – wreaths x 2 s137 | 30.00 |
| 7 | BDO Stoy Hayward LLP – annual audit fee | 499.38 |
| 8 | Mrs E Auld – salary £745.57 (inc. NALC interim increase backdated to 1 st April 2008), expenses £27.57 | 773.14 |
| 9 | CALC – O Rickerby finance training | 17.00 |
| 10 | Cumdivock Art Group - art tuition DVD set, speakers & cable | 100.00 |
| 11 | Redspearlands Footpath Group - a) Public Rights of Way survey b) Production of 'Three Bridges Walk' leaflet | 250.00 |
| 12 | Mrs F Wilcock - station tubs, bulbs, compost, plants, seeds etc s137 | 150.00 |
| 13 | Raughton Head PCC - Churchyard grass cutting & spraying | 1,462.00 |
| 14 | Dalston Flower Club – demonstration drapes | 100.00 |
| 15 | Dalston Handbell Ringers – new music | 84.00 |
| 16 | Dalston PCC – a) Church House rear window repair/replace b) Churchyard security lighting | 350.00 |
| 17 | Gaitsgill Parent & Toddler Group – storage boxes & wooden toy garage s137 | 120.00 |
| 18 | Dalston Scouts- first aid dummy, materials & tuition s137 | 300.00 |
| 19 | A R Auld – website hosting and maintenance s137 | 150.00 |
| 20 | Primrose Hall – 6 x chairs with arms | 330.00 |

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| 21 | Recreation Association – replacement cooker | 300.00 |
| 22 | Festival Committee – insurance s137 | 400.00 |
| 23 | Cumdivock WI – Reading Room fire exit signs & portable wheelchair ramp | 200.00 |
| 24 | Dalston Parent & Toddler Group – quiet corner mat, books & book storage s137 | 200.00 |
| 25 | Dalston Rainbows – badges and activity guides s137 | 150.00 |
| 26 | Dalston Tennis Club – coaching | 300.00 |
| 27 | Junior Black Reds FC – U7 & U 8 teams training equipment | 400.00 |
| 28 | Dalston Brownies – flag, camping tents s137 | 100.00 |
| 29 | Mr D Cowen – Churchyard grass cutting and maintenance | 125.00 |

Income:

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| 1 | C Collins – 2 Forge Green rent 07/10, 14/10, 21/10, 28/10, 04/11 | 480.00 |
| 2 | L Watson (Hogg) – 1 Forge Green November rent | 244.83 |
| 3 | Mr & Mrs Rutherford – land to rear 2 Walk Mill rent | 50.00 |
| 4 | Mr F Pattinson – Toddle Row rent | 10.00 |
| 5 | Beattie Memorials – additional inscription | 35.00 |
| 6 | J Tremble – burial ashes fee | 85.00 |
| 7 | Walkers – burial ashes fee | 65.00 |
| 8 | Beattie Memorials - headstone | 55.00 |

Community a/c balance 31/10/08 £1,033.11 (£67.99 un-presented)

Business Premium Step Saver a/c balance £39,882.93

91 DEVELOPMENT PROJECTS

Resolved to exclude members of the public and press from the meeting pursuant to section 1(2) of The Public Bodies (Admission to Meetings) Act 1960. Copies of draft plans and elevations for the new building were made available by Lattimers for comment. Preliminary reaction was favourable, although there was some concern regarding unloading provision from HGVs. The survey of the existing building was yet to be started.

A plan of the Square car parking arrangement, similar to existing, was received from Capita – deferred to the next meeting.

92 CEMETERY MATTERS

- a) Interment of ashes: Robert John Buchanan 05/11/08 Ward 4 Section C Space 31a
Brian Graham Sinclair 05/11/08 Ward 5 Section H Space 5
- b) Additional inscription: Beattie Memorials Broadbent memorial ‘Born 11th April 1928 Died 8th Sept 2008’ – approved.
Headstone: polished/sanded dark grey granite with coloured flower and dragonfly ‘Finnian James Harrod Born 3rd May 2007 Died 14th December 2007 Aged 7 months Now in a wonderful new world of sun and air’ – approved.
- c) The Clerk reported on difficulties with James Rae & Sons regarding the £35 payment of an additional inscription fee. It was **resolved** that a letter should be sent allowing 14 days to pay prior to the matter being referred to the small claims court.

The meeting closed at 9.57pm.