

## DALSTON PARISH COUNCIL

Minutes of the ordinary monthly meeting held at Forge Green on Tuesday 10<sup>th</sup> March 2009.

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PRESENT	Mr A R Auld (Chairman)	Mr J F G Kelsey
	Mr D C Cowen	Mrs C Millar
	Mr D B Craig	Mr I Newton
	Mrs P Dalton	Mr R J Potter
	Mr D W Hand	Mrs J L Rawstron
	Mrs Kaye-Krzeczkowski	Mr O J Rickerby

### 133 APOLOGIES

Apologies for absence were received Messrs G Harrison, S Scaife (ill) and S A Sinclair.

### 134 MINUTES

The minutes of the monthly meeting held on 10<sup>th</sup> February 2009 were agreed and signed as a true record.

### 135 DECLARATION OF INTEREST

Mrs P Dalton declared and recorded an interest in agenda item 5 – planning application 08/1254 Ben Hodgson Bodyworks, Dalston Service Station.

Mr D C Cowen declared and recorded an interest in agenda item 9h) – Cumbria in Bloom.

Mr A R Auld declared and recorded an interest in agenda item 13 – Clerk's salary review/LG award.

### 136 PUBLIC PARTICIPATION

Councillors J Collier, T Allison, N Clarke, PCSO Emma Tonge and one resident attended the meeting. The Clerk read out the crime report totalling 20 incidents including 5 anti social behaviour, 3 road traffic collisions, 3 burglaries and 4 thefts. PCSO Tonge stated that there were concerns about suspect activities by the White Bridge and at Smithfield, together with the increase in incidents. PC Bowyer had reported that tickets had been issued for parking outside the schools causing obstruction. Mr Kelsey asked for the Carlisle traffic wardens to come to Dalston again.

Councillor Allison advised members that the road sweepers would be in Dalston next week, following requests made by him and the Clerk. It was suggested that, in addition to the Square, the road to the east of the White Bridge as well as at Bridge End required attention.

Councillor Clarke indicated that she was monitoring developments regarding planning application 08/1254.

Mr Roberts, representing several residents, wondered if additional parking facilities could be developed on the Green. He requested a copy of the deeds/covenant preventing building on the Green – the Clerk agreed to attend to the matter.

### 137 PLANNING DECISIONS

08/1222 Top Cottage, Nether Welton – first floor extension over existing garage to provide bedroom, sitting room and bathroom – approved 3 conditions.

08/1234 34 Caldew Drive – replacing existing flat roof on two storey extension to side of dwelling with pitched roof – approved 2 conditions.

09/0023 Part of former Maurice Dalton, 18 The Square – change of use from plumbers workshop to bicycle repairs workshop and sales – approved 2 conditions.

05/0758 Land to the north west of Lamomby – erection of five wind turbines for generation of electricity, control building, anemometer mast – withdrawn.

09/0024 Black Dish – erection of first floor extension above existing utility and study to provide 1no. bedroom – approved 2 conditions.

- 08/1254 Ben Hodgson Bodyworks, Dalston Service Station – removal of existing garage buildings and erection of convenience store and two residential units – the Clerk reported that copies of further consultation responses made by Cumbria Highways, Conservation and Environmental Health, as well as the case officer’s report were available.. It was **resolved**, proposed Mr Craig seconded Mr Cowen that the comments made by the Carlisle City Council Conservation Officers should be taken into account when looking at the amended plan – cross section through site – approved with 3 abstentions. Following the recent production of the Auto track Access Manoeuvres Plan, it was **resolved**, proposed Mr Craig seconded Mr Kelsey to state that there was insufficient space for heavy goods vehicles currently used and proposed for future use by the Co-op to turn round at the end of the Kingsway access roads – unanimous. It was suggested that the delivery area on site should be capable of accommodating vehicles from both directions. It was agreed that Messrs Auld and Kelsey would represent and speak on behalf of the Parish Council at the site visit on 11<sup>th</sup> March 2009. The Right to Speak at the Development Control Committee meeting on 13<sup>th</sup> March 2009 had been declined by the Chairman, but Councillor Allison indicated his willingness to read out a report from the Parish Council if requested.
- 09/0104 Rose Castle Farm – single storey side extension to provide enlarged kitchen/dining room – no observations.
- 09/0113 Nestle UK Ltd, Dalston Factory – kiosk to house water monitoring equipment – no observations.
- 09/0122 Nestle UK Ltd – extension to existing production and process building to form Booster towers 3 & 4 – no observations.
- 09/0131/132 Primrose Cottage, Holm Hill – single storey domestic extension and minor alterations (LBC) (revised application – amendments to rear yard elevation including entrance door and sidelights) – no observations.
- 1/09/9014 & 2/09/9005 Cardewmires Quarry, Cardewmires – Section 73 application to extend the operation of Cardewmires Quarry until 2026 – no observations except for a request for a site visit.
- Carlisle CC Local Plans consultation until 24<sup>th</sup> April 2009 on Supplementary Planning Documents: Achieving Well Designed Housing, Designing Out Crime, Planning Obligations, Trees on Development Sites. It was agreed to ask for a paper copy for Mrs Dalton to consider.

- 1 Liquor Licence Application: Ben Hodgson, Bridge End Garage – response from Licensing Manager indicated that the application was for sales from 8am to 8pm, internal CCTV and external security lighting would be installed. An informal meeting was held on 26<sup>th</sup> February, but the permitted PC representative was unavailable to attend. The general shop sales needed to be greater than from the garage to warrant a license, but if granted and problems arose, complaints could be made within a week.
- 2 CIEP Training Event 24<sup>th</sup> February 2009 – Conservation Area Appraisals and Village Design Statements – Mrs Dalton, Messrs Craig and Rickerby attended and found it very interesting and professionally run. Most of the discussion was on Conservation Area Appraisals.
- 3 Land Registry Presentation 26<sup>th</sup> February on registration of Council owned land – Messrs Kelsey and Rickerby attended – report circulated. In addition, freehold possession could be applied for without deeds and after 12 years without objection, it should be confirmed. Land Registry representatives had offered to attend a meeting and assist with applications. It was **resolved** to proceed with registration of areas of Parish Council land.
- 4 Joint meeting papers CPCA/Cumbria CC 10<sup>th</sup> March 2009 – apologies sent. The Clerk advised members that a report had been sent for the meeting regarding the effectiveness of the Highways Steward scheme in Dalston Parish and the good working relationship with Stephen Scaife, the PC representative
- 5 Dalston & Cummersdale Neighbourhood Forum 16<sup>th</sup> March 2009 – Messrs Craig and Rickerby agreed to attend.
- 6 Dalston Agricultural Society request to use the Green for parking on Dalston Show Day 8<sup>th</sup> August 2009 – agreed subject to usual requirements being carried out.
- 7 Insp. David Coates (retired) letter of thanks and information on replacement by Insp. Neil Thompson from the end of April – agreed that the Clerk should send an acknowledgement.
- 8 Cartmell Shepherd letter re £1,000 legacy to Parish Council from the late Mrs Andrews.

Clerk to acknowledge letter and further consideration to be given to specific use of funds, with a Parish Trust or Raughton Head area, in particular the church, being suggested.

- 9 Digital switchover information and posters – to be advertised in Parish.
- 10 Cumbria CC confirmation of TRO Variation 32 – limited waiting A595 lay-bys – noted.
- 11 Cumbria CC Minerals and Waste Development Framework notification of recommenced work on the Site Allocation Policies and Proposals Map – consultation in October 2009 including Cardewmires – noted
- 12 Cumbria CC Landscape Character Toolkit and Guidance on line survey until 20<sup>th</sup> March 2009 – Mrs Dalton agreed to look at this.
- 13 Cumdivock Art Group – thanks for grant.

140 STANDING ORDERS

It was **resolved**, proposed Mr Hand seconded Mr Potter to alter Standing Order 77 1e) with the minimum level being changed from £1,000 to £3,000 for contracts under £50,000, requiring three tenders based on selective tendering.

141 KINGSWAY ENVIRONMENTAL IMPROVEMENTS AND PARKING

The Clerk reported on the Working Group meeting held on 17<sup>th</sup> February 2009. It had been agreed that Bruce Walker, Westwood Landscapes should draw up some revised plans based on blocking off the White Bridge end of the Kingsway to vehicles and enlarging the proposed block parking area to accommodate 20 additional spaces. Remedial work to the damaged verge would be included in the scheme with a log edge, back filling and re-seeding. The adjacent area would be developed as an environmental space. The estimated figure for taking the project to the next stage was £995 with the survey costing £325. Various changes were also discussed regarding the proposed parking arrangements in the Square, as well as the introduction of more statutory line restrictions and the possible closure to vehicles of the access road to the Kingsway nearest to the Square. Messrs Auld, Craig and the Clerk had subsequently met with Kevin Crawley, Capita on 23<sup>rd</sup> February 2009 to advise him of the suggested changes to the Square parking proposals.

142 GARDENS AND MAINTENANCE

- a) Notice boards – two quotations received for refurbishment work. It was **resolved** to award the contract to Mr Stephens for £670.
- b) Litterbin tops – quotation received from Signpost Restoration for pattern making, casting, painting and fitting two litterbin lids. It was agreed to review all the litterbins in Parish Council ownership and take a policy decision on a refurbishment/maintenance programme.
- c) Removal of trees on Low Moorlands – Mr and Mrs Elliot had queried whether appropriate procedures had been followed prior to the trees being felled by Cumbria CC. The Clerk had extracted the minutes relating to the matter in response. It was proposed that an application should be made to the Neighbourhood Forum for funding to enable Cumbria CC to tidy the area and plant with shrubs.
- d) Highways Stewards programme to December 2009 and guidance notes – noted and copy passed to Mr Scaife.
- e) Report on mole control from Mr Nugent – 1 caught in the Cemetery and 2 on the Kingsway.
- f) Request for red squirrel signs – agreed that these would add to the proliferation of road signs and would not have an effect on the speed that vehicles were driven at. Clerk to respond accordingly.
- g) Cycle track maintenance – Mr Craig reported that he had made enquiries about the building of the Caldew cycle track and that the matter was being looked into. Councillor Allison indicated that two weed treatments had been paid for from the Ward discretionary fund and that it might be possible to repeat this in 2009.
- h) Cumbria in Bloom, Neighbourhood Awards, Village of the Year entries – agreed to enter the competitions including £5 subscription, with information, requests for help and nominations for Neighbourhood Awards to be included in the magazines and on the website.
- i) Condition of highway verge opposite the Recreation field entrance – report from Mr Sutherland regarding this deterioration/erosion to be passed on to the Highways Steward, as well as problems on Riverside and elsewhere along the Green.

143 DALSTON PARISH PLAN AND DESIGN STATEMENT

It was **resolved** that a review of the Parish Plan should be presented at the Annual Parish Meeting. Mrs Dalton agreed to do this as well as drawing up guidelines for hamlet representatives to submit more detailed information for inclusion in the revised Design Statement. Some discussion took place on the merits of Article 4 planning restrictions which could be applied in the Conservation Area if it was felt to be of benefit by Dalston Parish Council.

144 CALDEW SCHOOL COMMUNITY PROJECT

The Clerk reported on a meeting with Charlotte Hill, Caldew School about an ‘Open Minds Day’ on 10<sup>th</sup> July for Year 7 & 8 pupils as part of developing their personal learning and thinking skills. It was hoped that they might contribute to a Parish Council community project or that any domestic clearance/gardening tasks might be appropriate. It was suggested that an article could be included on the website and in the May magazines. One idea was to carry out a wild flower survey at Forge Green as part of the Cumbria in Bloom entry. Further suggestions were to be put forward at the next meeting.

145 INTERNAL AUDIT AND RISK ASSESSMENT REVIEWS

A review of the effectiveness of internal audit was carried out based on the example model provided by BDO Stoy Hayward. The risk management procedures were also checked against the model table provided. It was **resolved** that both the internal audit and risk management procedures were satisfactory.

146 ACCOUNTS

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

1	British Telecom – telephone charges 21/11/08 – 19/02/09 DD 05/03/09	55.16
2	E-on – electricity 13/11/08 – 19/02/09 DD 05/03/09	91.46
3	Biffa Waste Services – Cemetery waste collection 28/03-26/06/09	175.21
4	Mrs M Watson – Forge Green offices 6 months cleaning	45.00
5	Mrs E Auld – salary £633.30, expenses £65.85	699.15
6	Dalston Victory Hall – room hire 07/02 & 10/02/09	50.00
7	Edmondson Surveys Ltd – Kingsway survey	373.75
8	M Nugent – mole catching	40.00
9	E Davidson – grave digging 17/03/09	220.00

It was agreed that the account for the Cemetery water rates could be paid by Direct Debit.

Income:

1	C Collins – 2 Forge Green rent 03/02, 10/02, 17/02, 24/02, 03/03	498.00
2	L Watson (Hogg) – 1 Forge Green March rent	244.83
3	Able Memorials – ashes memorial stone	65.00
4	J Tremble – grave space purchase, burial ashes fee	500.00
5	Carlisle CC – CPCA grant Recreation Field litterbin	200.00
6	Corner Shop – 20 postcards, 4 map packs, 1 fishing permit	17.40

Community a/c balance 27/02/09 £1,163.97 (£700.00 un-presented)

Business Premium Step Saver a/c balance £25,046.10

The Clerk advised Members that an invoice had been raised by Rose Bank Sawmill for £2,156.25 for carrying out the PPI project – installation of 5 rucksack type kissing gates to replace stiles on the Rose Castle section of the Cumbrian Way. The £1,500 grant from Cumbria CC towards this had also been applied for. Payment would be required once the work was completed.

Clerk’s salary review - it was **resolved** to further increase the Clerk’s salary, backdated to 1<sup>st</sup> April 2008, by 3p per hour to £10.10 as per the NALC/SLCC 2008/09 revised settlement rate for Scale LC1 SCP 22.

The Clerk reported on the accounts/budget to the end of February 2009.

147 CEMETERY MATTERS

- a) Interments: Kathleen Elizabeth Irving 17/03/09 Ward 5 Section E Space 62
- b) Able Memorials – cremated remains stone ‘In loving memory of Karol Robert Taylor Died 5-1-09 Aged 65 years A loving Husband and Dad’ - approved.

The meeting closed at 9.52pm.