

DRAFT MINUTES TO BE APPROVED AT MEETING TO BE HELD 8th FEBRUARY 2011
DALSTON PARISH COUNCIL

Minutes of the **Monthly Meeting** held at Forge Green, Dalston on Tuesday 11th January 2011.

<u>PRESENT</u>	Mr T Baxter	Mr J Kelsey (Chairman)
	Mr D Cowen	Mrs C Millar
	Mrs P Dalton	Mr I Newton
	Mr C Drouet	Mr R Potter
	Mr P Ebbatson	Mr O Rickerby
	Mrs F Kaye-Krzeczkowski	Mr O Roberts

168. ELECTION OF CHAIRPERSON

Due to the absence of Chair and Vice-Chair, Cllr Kelsey was appointed to preside over the meeting.

169. APOLOGIES

Cllr R Auld & B Craig.

170. MINUTES

The minutes of the meeting held on the 14th December 2010 were agreed and signed.

171. DECLARATION OF INTEREST

Cllr C Drouet recorded a personal interest in item 6 – Strategic housing land availability assessment.

Cllr O Rickerby recorded a personal interest in item 6 – Strategic housing land availability assessment.

The Chair addressed the Council on Standing Order 28 (d) & (j) concerning points of order on resolutions, rules of debate and length of speaking time allowed. Cllrs were also reminded of the need to address the Chair when speaking and keep asides to a minimum.

172. PUBLIC PARTICIPATION

One member of the public was in attendance.

Apologies received from City Cllr N Clarke who in her absence, sent a report to the Clerk. Cllr Clarke currently involved in establishing Neighbourhood Watch co-ordinators for Dalston and asked for approval from the Council to do this alongside Cllr Dalton.

Agreed: Cllr Dalton & Clarke to establish co-ordinators for Dalston.

Apologies also received from County Cllr Allison, who also sent a report to be considered that included:-

Lay-By, Carlisle Road - Traffic Regulation Order

A survey carried out by Cllr Allison indicates that residents in the immediate area are in favour of restricted parking and the issuing of residents only parking permits, in the lay-by on Carlisle Road. Cllr Allison requested that the Parish Council raise this issue at the Neighbourhood Forum for progression to the Local Committee for action.

Agreed: Council to make representation to March Neighbourhood Forum meeting.

Traffic Counts

Advised that locations for traffic count are to be between Dalston Hall and Dalston, Buckabank, Durdar and Brisco Cross Roads. These are to be undertaken in March. Requested that Parish Council contribution of £200 be carried over to the financial year 2011/12.

Agreed: £200 to be carried forward to financial year 2011/12.

Frozen Water Pipes in Dalston

Advised that a number of residents in the Low Moorlands and Nine Rigg areas had been without water for several days, due to frozen pipes. Suggested that the Council may include a section on this on its website, requesting residents'

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experiences and whether or not they had water meters – to prove or disprove the proposition that only those with water meters (and therefore mainly the elderly) are affected.

Agreed: To include on website.

Localism Bill

Summary of bill to be made available to Councillors via website link. Hard copy on request to Clerk.

Other issues included in Cllr Allison's report included the felling of woodland at Sowerby Wood and the Morton Planning application.

173. PLANNING APPLICATIONS

10/1103 Mobile Mini (UK) Ltd, Barras Lane, Dalston – erection of modular blue-line building for use as repair building for cabins and containers.

Resolved: no observations.

10/1142 1 Ninerigg, Dalston – demolition of existing garage/utility room and erection of single storey garage and enlarged kitchen together with pitched roof over existing porch and bay window.

Resolved: no observations.

174. PLANNING DECISIONS

10/0050 Dalston Agricultural Showfield, Glave Hill, Dalston – formation of car parking areas to serve Dalston Medical Practice along with proposed convenience store/two residential units; subject of planning application No. 08/1254. Provision of reinforced grass surfacing to area between two car parking areas. Formation of access to Dalston Medical Practice from Townhead and access Convenience Store/two residential units from Glave Hill (08/1254) – approved 19 conditions.

It was reported by a Cllr that an amended further application was probably forthcoming. This due to Dalston Medical Group being unable to give assurances (at present time) that they can proceed with the development of the car park at Glave Hill. It was also reported that Dalston Agricultural Society have decided to enter into a lease agreement with Lattimer's on the area of land that was previously to be procured for car parking.

Agreed: to advise Planning Officers at Carlisle City Council on the above.

10/0895 Dobbies Garden Centre – display of internally illuminated and non illuminated fascia, totem and signage boards – approved 7 conditions.

10/0956 Barn E, Moss End Farm, Welton Road – erection of single storey detached double garage - approved 3 conditions.

08/1254 Ben Hodgson Bodyworks, Dalston Service Station – removal of existing garage buildings and erection of convenience store and three residential units (revised proposals submitted on 7th July 2009) – approved subject to legal agreement and 21 conditions.

175. STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT & CARLISLE EMPLOYMENT SITE STUDY

Sites within Dalston that had been submitted for potential development were considered. Two sites within Dalston village have been submitted and regarded by Carlisle City Council as being suitable sites for housing within five years.

Resolved: Clerk to submit response on both potential and non-potential sites. Comments listed below:-

- Development sites are considered to be, in general too large. This would put further pressure on the infrastructure of the village i.e. roads - in particular Townhead Road and Station Road, the existing sewage network and schools;
- The settlement boundary of the village is being extended, i.e. the possible Madam Banks development;
- Parish Plan identified that Dalston has a strong village identity. The development of further housing would possibly jeopardise this identity;
- Request that traffic count results (survey to be undertaken in March 2011) are taken into consideration;
- Site Ref. OC36 – Kingswood Educational Centre, Greensyke. This site has already been granted planning permission for development into live/work units;
- Dalston requires a long-term strategic plan for housing development, the community being involved in identifying sites for future development.

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KINGSWAY CAR PARK & ENVIRONMENTAL PROJECT**

176. **Agreed:** Working Group meeting to take place on Tuesday 25th January 2011, at Forge Green Office, 10:30 a.m.
177. **PARKING AT POST OFFICE CORNER**
It was reported that another near-miss accident had taken place at the Post Office Corner, a vehicle nearly reversing into a pushchair.
Agreed: Cllr Craig to approach R Hayward, Highways Officer. If no immediate action from Highways Officer forthcoming, further pressure to be applied.
178. **INSERTION OF PLANTERS – BRIDGE END HIGHWAY VERGE**
Agreed: this item to be deferred to February's meeting.
179. **ANNUAL PARISH MEETING DATE 2011**
The date of the Annual Parish Meeting has been changed to Tuesday 24th May 2011, due to Victory Hall availability.
180. **CORRESPONDENCE**
1 Carlisle City Council – Forward Plan of key decisions 1st January to 30th April 2011.
2 Dalston & Cummersdale Neighbourhood Forum – 10th January 2011 Carlisle City Council – Forward Plan of key decisions 1st December to 31st March 2011.
A Cllr who attended reported that a presentation had been made by Chris Hardman, Carlisle City Council on the Morton development.
3 Dalston Scout Group – letter of thanks for grant received..
181. **GARDENS AND MAINTENANCE**
a) Cemetery – control of rabbits. Consideration was given to the offer from a member of the public to shoot rabbits in the Cemetery. **Agreed:** to decline the offer, but thank the resident for his interest in the matter.
b) Replacement of the office safe. Consideration was given to the replacement of the office safe, due to the Clerk being advised that it is not fireproof. Quote received indicate costs in the region of £950 + VAT. **Agreed:** Clerk to determine if Carlisle City Council offer any form of document/record copying and archiving service. Cllr Ebbatson to obtain alternate quote for replacement safe. This item to be considered at February meeting.

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

Expenditure:

1	O2 - Mobile Phone – D/D	26.32
2	British Telecom – Phone bill Nov to Jan 2011 – D/D	56.20
3	United Utilities – Water rates for Cemetery – D/D	32.66
4	Andrea McCallum – Salary £648.81 & Reimbursements £23.44	672.25
5	Orchard Grounds Maintenance – December Cemetery maintenance	377.66
6	Orchard Grounds Maintenance – December grounds maintenance	291.66
7	Staples – Stamps & stationery	14.76
8	Biffa – Cemetery waste removal Jan to March 2011	142.36
9	E Davidson – Grave fees	40.00
10	M Watson – Cleaning of Forge Green office May to Dec 2010	60.00
Total		£1713.87

Income:

1	C Collins – Rent 2 Forge Green – December 2010	410.00
2	L Watson - Rent 1 Forge Green – December 2010	251.33
3	Barclays Bank – Interest payment	5.83
4	J Tremble - Interment fee	350.00
5	P & ME Ruddick – Grave space purchase	400.00
Total		£1,417.16

Community a/c balance 31/12/10 £ 4,289.74 (£879.65 un-cashed)
Business Premium Step Saver a/c balance £35,919.96
Income to 31st December 2010 = £ 59,400.04

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Expenditure to 31st December 2010 = £34,214.90

183. QUARTERLY MONITORING REPORT

A report on income and expenditure for the period October to December was received.

Resolved: Report noted and approved.

Clerk advised that internal auditor, Mr D Couling had examined the accounts for the period April to September 2010 and had nothing to report.

184. CARLISLE CITY COUNCIL & CPCA GRANT SCHEME

Consideration was given to a suitable project for grant application.

Resolved: Clerk to submit grant application for refurbishment of the Lamp.

185. RESIGNATION OF CLERK

The resignation of the Clerk was received. Clerk advised that she was willing to stay and assist with the recruitment and induction of the new Clerk until the 31st March 2011. Also willing to complete the end of year accounts and audit return for the financial year 2010/11, after the 31st March, if necessary.

Clerk presented a report to the Council on estimated hours required for the post.

Resolved: Post hours to be increased to 25/week, as from new appointment.

Resolved: Clerk to place advertisement for the position in the Cumberland News on Friday 14th January. Vacancy also to be advertised in Dalston Parish Paper and Cumbria Association of Local Councils Circular. Closing date for applications to be the 7th February 2011.

Resolved: Policy & Resources Committee meeting to be held Tuesday 18th January, Forge Green office at 10:30 a.m. to finalise details of position and interview arrangements.

186. CEMETERY MATTERS

a) Interments; Interment of Mrs M Steele undertaken 5th January 2011 - Ward 5, Sect C, Space 38.

187. COUNCILLOR MATTERS

Cllr Ebbatson – reported on progress of hydro scheme. Verda have drafted a letter of intent to put a sneck in the water course and landowner given permission for this to be undertaken.

Cllr Cowen – reported flooding on the highway at Stockdalewath, thought to be caused by a blocked drain. Clerk to Contact Highway Steward.

Cllr Baxter – enquired if any expressions of interest had been received for the current vacancy on the Council. Clerk advised that no expressions of interest had been received to date. It was requested that this item be included on February's agenda.

A Cllr advised that a corner stone had been moved on the railway bridge at Barras Lane. Clerk to report.

188. DATE OF NEXT MEETING

Next meeting to take place on Tuesday 8th February 2011, 7:15 pm at Forge Green.

The meeting closed at 9.00 p.m.