

DALSTON PARISH COUNCIL

Minutes of the monthly meeting held at Forge Green on Tuesday 8th June 2004.

PRESENT	Mr B C Craig (Chairman)	Mr A G Jackson
	Mr A R Auld	Mrs C M Oakley
	Mr D C Cowen	Mrs J L Rawstron
	Mr G Harrison	Mr S A Sinclair

Apologies for absence were received from Mrs P Dalton (holiday), Messrs D W Hand, J F G Kelsey, M Smillie (work) and O Roberts (holiday).

17 MINUTES OF THE LAST MONTHLY MEETING

The minutes of the annual meeting held on 11th May 2004 were agreed and signed as a correct record.

18 PUBLIC PARTICIPATION

Apologies for absence were received from PC Shorrocks and Councillor Dodd. A monthly Police report had been copied for information. Councillor Crookdake advised the Council of the proposed removal of public telephone boxes. Carlisle CC Licensing Officer was in communication with the landlord at Bridge End pub regarding karaoke evenings and noise levels. Mr Jasper Kirkman from Kirkbride asked for PC support in principle for the provision of a fish and chip take away shop in Dalston. Opening hours would be 11.30am-1.30pm, 4/5pm-7.30/8pm on Tuesday to Saturday. Indications from the Parish Plan questionnaire were that there was a need for a fast food outlet, but concerns were expressed regarding additional litter generated, although the idea of the facility was interesting. Only one known mobile outlet operated in West Cumbria. It was agreed to discuss the matter further at the July meeting. Mr Routledge raised the matter of a letter from his solicitor, following receipt of correspondence sent in error by Atkinson Ritson on behalf of the Parish Council in relation to the boundary at Lakerigg. He requested approval for the type of fence he wished to erect and questioned the position of the stakes marking the boundary as placed by James Banks (Survey) Ltd. Mr Routledge stated that he wanted the matter to move forward as quickly as possible, in order that he could install the fence for added security. The proposed fence was to be 6ft high with concrete posts and vertical boarding on 3 rails.

19 DECLARATION OF INTEREST

Mr Auld declared a prejudicial interest in agenda item 8 regarding Clerk's hours.

20 PLANNING DECISIONS

03/1417 Forest House, Broadfield, Southwaite – conversion of and extension to existing outbuildings to form 2no. self-catering holiday units and demolition of existing workshop/store and erection of replacement workshop and garage – approved 13/04/04
04/0171 Raughton Farm, Raughton – replacement slurry tank (revised application) – approved 14/04/04
04/0260 Chapel Cottage, The Square – erection of a conservatory – approved 14/04/04
04/0332 1 Low Mill – first floor side extension to provide 2no. bedrooms and 1no. bathroom – approved 13/04/04
04/0483 Beckside, Stockdalewath – extension to dining room and changes to roof design – approved 2 conditions.
04/0455 Woodlands, Orton Grange – two-storey extension to provide sunroom and cloakroom with 1no. ensuite bedroom above with balcony – approved 2 conditions.
04/0480 Birch Close, Orton Grange – conversion of existing double garage and extensions to provide replacement garage and conservatory – approved 3 conditions.
04/0359 Chapel Lane, Raughton Head – erection of timber outbuilding to be used as extra room for house and as studio – approved 2 conditions.

04/0412 Holme View, High Bridge – two storey extension to provide dining area, ensuite bedroom and workshop – approve 2 conditions.

04/0381 Hudbeck, Raughton Head – replacement roof (LBC) – approved 1 condition.

04/0484 L/A Windmill Court, Cardewlees – replacement of existing septic tank with biological treatment plant – approved 1 condition.

Reported that a Parish website/leaflet consultation was taking place on the Carlisle District Local Plan – Review 2001-16 Advance copy Appendix with the approval of Carlisle CC Head of Planning and Chief Local Plans and Conservation Officer. Representations had been received for 157 houses on land at Townhead Road, 20 houses at Buckabank and 11.25ha extension to Barras Lane Industrial Estate.

21 PLANNING APPLICATIONS

04/0640 Pinguays Farm, Raughton – internal alteration to form 2no. bathroom and shower rooms and replace existing bathroom (LBC) – no observations.

04/0657 Skyreholme, 26 The Green – installation of 4no. 1.33m solar collectors – agreed that in conservation area therefore 2no. on front elevation inappropriate.

04/0677 26 Sowerby Wood – two storey extension to provide garage, snooker room, living room with 2no. bedrooms, bathroom and shower room above together with formation of new access – no observations.

04/0742 5 Nine Rigg – erection of conservatory to the rear of dwelling – no observations.

04/0765 L/ADJ Green Farm Cottage, Stockdalewath – erection of dwelling house, garage and garden store (reserved matters) – no observations.

Due to the deferred date of the next meeting, resolved, proposed Mr Craig, seconded Mr Cowen, that additional planning applications received should be delegated for consideration by a minimum of 3no Councillors and the Clerk in order to comply with the permitted consultation period.

22 ANNUAL AUDIT

An updated copy of the Assets Register was presented to the meeting. The Internal Auditor reported that the annual accounts were in order. Mr Couling recommended that the Clerk's time sheets and the tax returns should be checked on a quarterly basis and that progress and action should be made regarding the Clerk's Contract of Employment. Agreed that Mr Smillie should be asked to carry out the checks. The difference between the budget figures in relation to the balance carried forward was noted. Agreed that Mr Couling was thanked in writing for undertaking the Internal Audit work and a gift, valued up to £25 be given to him. Resolved, proposed Mr Auld, seconded Mr Harrison to approve and sign the Cashbook and Annual Return Statement of Accounts 2003/04. The Statement of Assurance was completed and signed.

23 PARISH COUNCIL VACANCY

It was agreed that a further letter should be sent to Mr Kirby regarding his disqualification as a Councillor following six months absence from meetings. The notices advertising a vacancy on the Council were to be displayed and ensuing procedures carried out. Mr Barry Faulder and Mr Seth Christopher were names put forward for consideration for co-option, in the event of a bye-election not being called.

24 POLICY AND RESOURCES COMMITTEE REPORT

It was reported from the meeting on 2nd June 2004 that the formation of a Development Sub-Committee would not be considered at present, as the findings of the Parish Plan might raise additional priorities and Parish Council budgetary requirements. Local organisation representatives could be asked to attend a meeting at a later date to discuss what might be achieved in partnership. Enquiries had been made with the Inland Revenue regarding aspects of the Clerk's contract of employment conditions. Resolved to exclude members of the public from the meeting during discussion on the Clerk's hours. Agreed that no decision could be made as too few Councillors were at the meeting – to be included on the July agenda.

25 ACCOUNTS

Resolved to approve the following expenditure and record of income:

1	E Davidson – grave digging 25/05/04	140.00
2	E Davidson – grave digging ashes space 01/06/04	30.00
3	Macemain & Amstad – replacement seat	345.46
4	British Telecommunications – telephone charges 19/02-19/05/04	99.67
5	Biffa Waste Services Ltd – Cemetery waste 26/06-24/09/04, annual EPA charge	126.78
6	Mrs E Auld – salary £562.77, expenses £45.34	608.11

Income:

1	J Tremble – burial fee 26/05/04	246.00
2	R E Auld – mugs x 3	3.00
3	Dalston Hall Golf Club – 24 postcards, 1 map pack	5.84
4	Dalston Post Office – 10 x map packs	20.00
5	P Rowcroft & R Willatt – 1 Forge Green June rent	250.00
6	Allianz Cornhill – insurance refund seat	219.00
7	W D Mark-Bell – burial ashes fee	70.00

Community a/c balance 28/05/04 £2,150.42 (inc. un presented £457.50)

Business Reserve a/c balance 04/06/04 £48,130.17

The Clerk reported that the following elected members had received allowances during the financial year ending 31st March 2004:

A R Auld – Public Inquiry parking fee £3.20

P Dalton – travel to meetings x 2 £25.60

26 CORRESPONDENCE

- 1 BT Payphones – consultation on removal of payphones at Raughton Head, Gaitsgill and Nether Welton with retention of payphones in Dalston and at Bridge End – agreed to comment that mobile phone coverage in Gaitsgill was poor adjacent to a public meeting place at Primrose Hall.
- 2 Carlisle Environment Forum – 8th June 2004 – for information.
- 3 The Conservation Foundation – one day conference 19th June 2004, Kendal.
- 4 Maurice Dalton Ltd – notification of Forge Green annual gas safety checks – arranged for 9th June.
- 5 Copy of Carlisle CC village hall condition surveys 2005/06 letter and questionnaire.
- 6 CVS Involved June 2004 magazine.
- 7 Letter from Mrs Wannop regarding a change in the bus route to include Townhead Road and Nook Lane Foot – agreed that the Clerk should acknowledge the letter and advise that requests had been made by Mrs Crookdake for an additional service. Negotiations were in progress regarding a pensioners’ weekly bus service to Tesco.
- 8 Claren Project literature on making the community greener: renewable solutions for energy needs.
- 9 Raughton Head June 2004 magazine.
- 10 The Boundary Committee Local Government review of two tier areas in the North West – Final recommendations
- 11 Carlisle CC Committee agendas, calendar and minutes 28/04/04-31/05/04
- 12 CALC June Circular, Training event for Chairmen – 8th September, Parish Plans – Planning for the Future seminar – 8th October 2004. Cumbria Fire Service requesting information about ‘at risk’ properties and promoting home safety checks.
- 13 Dalston Recreation Association request for a Bonfire Night event on the Green on 5th November 2004 – agreed.
- 14 North West England Forestry District Strategic Plan Summary – for information.
- 15 Eden Rivers Trust – results of electro fishing survey 2003 and request to carry out further work in 2004.

- 16 South Lakeland CVS – infrastructure survey – Clerk to complete.
17 Cumbria and Lake District Joint Structure Plan – Proposed Changes and Next Steps – consultation to 17th July – circulate.

27 GARDENS AND MAINTENANCE

- a) This item was discussed immediately following public participation. Resolved, proposed Mr Auld, seconded Mr Cowen to exclude members of the public. Agreed that Atkinson Ritson should receive a severe reprimand for sending out an unauthorised letter on behalf of the Parish Council, but that the services of the firm should be retained in order to conclude the matter. Resolved, proposed Mr Harrison, seconded Mrs Oakley to offer the full margin of error i.e. 0.25m as defined by James Banks (Survey) Ltd for the position of the centre line of the boundary between Parish Council land at Lakerigg and Malanridge, subject to ratification by the Council's legal adviser. The original boundary hedge and wall were to be replaced by a fence on registered common land, consent from the Secretary of State and maintenance for which were the responsibility of the occupiers of Malanridge.
- b) The Clerk reported on several interested parties wishing to view 2 Forge Green. Agreed that Mrs Rawstron, Messrs Craig and Sinclair would interview the applicants for the tenancy.
- c) Letter from H & H Bowe regarding the United Utilities lease of the sub-station and land on the Green. Agreed to revision of terms for seven year rent reviews with an annual rent of £60 per annum.
- d) The Clerk reported that the removal of trees from Struan garden adjacent to the Cemetery access lane had been discussed with Ms Goodridge, Local Plans Officer, Carlisle CC – advice was being sought from Legal Services regarding undertaking an arboreal inspection, prior to any further action.
- e) Letter from Mrs Noble regarding the type of roadside seat to be installed on the Green – licence for installation being progressed with Capita.
- f) Email complaint received regarding the timing of the ground maintenance of the triangle of land by the White Bridge – Clerk to respond indicating the work had been carried out as per the contract.

28 CEMETERY MATTERS

- a) Interments: John Michael Cox 25/05/04 Ward 4 Section B Space 25
Marjorie Mark-Bell 01/06/04 Ward 5 Section I Space 34 – ashes only
Anne Park 04/06/04 Ward 5 Section K Space 28
- b) Additional inscription: Cumbria Memorials – ‘also her devoted husband David R Crawford 19th December 1925 – 18th September 2003 A much loved and missed Father and Grandad’ – approved.
Grave space purchase: Duncan Alexander Park Ward 5 Section K Spaces 27 & 28 – approved.
- c) The Clerk reported on further headstone damage and a break-in to the Hearse House. Agreed that an article should be included in the Parish magazines regarding maintenance of family gravestones. The Clerk to ask the Superintendent of Carlisle Cemetery to visit Dalston and for advice on health and safety matters.
- d) The quotation of £30.19 for a replacement dog sign was approved, but the wording was to be amended.

29 CUMBRIA COUNTY COUNCIL CARLISLE AREA TRANSPORT PLAN CONSULTATION

No comments were forthcoming in relation to the consultation document.

30 DATE OF NEXT MEETING – TUESDAY 27TH JULY 2004

Agreed that the change of date for the next meeting should be advertised in the Parish magazines and on the website. The meeting closed at 9.54pm.