

## DALSTON PARISH COUNCIL

Minutes of the annual meeting held at Forge Green on Tuesday 11<sup>th</sup> May 2004.

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PRESENT	Mr B C Craig (Chair)	Mr A G Jackson
	Mr A R Auld	Mr J F G Kelsey
	Mr D C Cowen	Mrs C M Oakley
	Mrs P Dalton	Mrs J L Rawstron
	Mr D W Hand	Mr S A Sinclair

Apologies for absence were received from Messrs G Harrison, M Smillie, R J Potter and O Roberts. Mr I Kirby had not sent apologies nor responded to the letter regarding meeting attendance dated 30<sup>th</sup> April 2004. Resolved that a further letter be sent to Mr Kirby in relation to six months absence from meetings automatically leading to disqualification and a vacancy being advertised

### 1 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Mr B C Craig was elected as Chairman, proposed by Mrs P Dalton, seconded Mr J Kelsey. Mrs P Dalton was elected as Vice-Chairman, proposed Mr B Craig, seconded Mrs C Oakley. Both the Chairman and Vice-Chairman completed Declaration of Acceptance of Office forms

### 2 COMMITTEES AND APPOINTMENT OF MEMBERS

Resolved, proposed Mr Craig, seconded Mr Auld to appoint Mesdames Dalton and Rawstron, Messrs Auld, Craig, Hand, Kelsey, Smillie and Roberts (subject to confirmation) to the Policy and Resources Committee. Agreed that the Policy and Resources Committee should consider the formation of a Development Sub-Committee, to include representatives from other Parish organisations. Resolved, proposed Mr Craig, seconded Mrs Dalton that Messrs Craig, Cowen, Harrison, Jackson, Sinclair and Kirby (subject to confirmation) should be members of the Property and Maintenance Committee. Contact names and details of Parish Councillors, together with geographical areas of responsibility to be included in the Parish magazines and website.

### 3 MINUTES OF THE LAST MONTHLY MEETING

The minutes of the meeting held on 13<sup>th</sup> April 2004 were agreed and signed as a correct record.

### 4 PUBLIC PARTICIPATION

PC Richard Quinn, Response Officer and Sergeant Paul Senior, Local Policing Team attended the meeting and gave apologies for absence from PC Shorrock. Tickets had been issued to HGV drivers for ignoring the restrictions and a decrease in vehicles travelling through Dalston had ensued. Thefts of quad and scramble bikes were on the increase, but a local youth was now in custody. Financial restraints had limited the number of extra recruits and the emphasis was on intelligence led policing. Stolen and burnt out cars continued to be a problem and defacing of road signs in the Raughton Head area was reported.

Councillor John Robinson announced that he was retiring from Carlisle City Council. He was thanked for his support, particularly with matters relating to Greensyke.

### 5 DECLARATION OF INTEREST

There were no declarations of interests.

### 6 PLANNING DECISIONS

04/0288 5 Railway Cottages – first floor extension over existing garage to provide additional bedroom and bathroom – approved 3 conditions.

04/0357 Thomas Graham & Son, Barras Lane – extension to existing steel warehouse – approved 2 conditions.

## 7 PLANNING APPLICATIONS

04/0483 Becksides, Stockdalewath – extension to dining room and changes to roof design – no observations.

04/0484 L/A Windmill Court, Cardewlees – replacement of existing septic tank with biological treatment plant – no observations.

04/0591 Rose Castle Farm – erection of new stock building – no observations.

04/0536 Unthank Farm, Unthank – agricultural building for housing cattle – no observations.

No. 179 Tree Preservation Order 8 Glebe Close – consent to fell 1no. oak – resolved to support removal.

CS Ref: 35940 Vodafone consultation on proposed base station at Carlisle Racecourse, Durdar Road – no observations.

04/0608/09 Raughton Farm – extension to existing cattle shed – no observations.

04/0412 Holme View, High Bridge – two storey extension to provide dining area, ensuite bedroom, and workshop – amended plan – no observations.

04/0600 29 The Green – demolition of existing garage/store and erection of garage, utility, store and w.c with 1 no. en-suite bedroom and 1 no. bedroom above – no observations.

04/0633 Cumdivock House, Cumdivock – erection of crop and machinery store – forward of building line – should be set back from road. If approved, screening required.

04/0480 Birch Close, Orton Grange – amended description to include conservatory – no observations.

Two ‘advance’ copies of the Deposit Draft for the Carlisle District Local Plan Review 2001-16 received – agreed to circulate them. Councillor Robinson reported that he had asked for a map of the proposed industrial area extension at Barras Lane to be sent out. Mr Sinclair reiterated that a Southern ring road was required.

## 8 CPCA MEETING 19/04/04

Mr Craig reported on the meeting. The Rural Wheels project was struggling to get off the ground, Carlisle Enterprise Agency was offering business start up advice and training with funding through Rural Regeneration Cumbria, which was also supporting development at Carlisle Airport and Distinctly Cumbria producers with capital equipment. Hadrian’s Wall lack of facilities, accommodation etc was discussed at length. Mr Sheard had spoken about Cumbria CC Local Committees and was seeking feedback regarding lack of Parish Council representation at meetings. The Clerk reported that CPCA capital grants had been approved - £1,500 towards the re-building of the Cemetery access lane wall (Carlisle CC) and £3,000 for the extension to the footway at Buckabank (Cumbria CC). Primrose Hall grants of £125 x 2 had been approved for floor coverings and redecoration of the anteroom

Capital projects a) Footway at Buckabank - resolved to write to Cumbria Highways indicating that the Parish Council was minded to proceed with the project but before a firm decision could be made, details of estimated costs involved were required b) Cemetery access lane repair – agreed that a further letter be sent to the owners of Struan indicating that time limited funding was in place, that the Parish Council had a liability regarding the safety of the wall and that it was unable to proceed with the work and expenditure of public money until the trees had been removed. Enquiries were to be made with Carlisle City Council regarding lodging a Caution in order that a search on the property would reveal the problem.

## 9 DALSTON & CUMMERSDALE NEIGHBOURHOOD FORUM 26/04/04

Mrs Dalton reported on the meeting, also attended by Messrs Kelsey and Craig. Mr Mike Gardner spoke about recycling and composting. There were initial problems with the new household recycling bins/boxes/calendars of emptying dates etc. Clarification was required and the Hotline number was to be included in the Parish magazines. Agreed that it was essential to retain the recycling centre in Glave Hill car park for use by the more rural residents of the Parish not included in the household collection scheme. Mr David Sheard spoke about the development and way

forward for the Carlisle Neighbourhood Forums. A request was made for a reduction in the bus fare to and from Carlisle and a family fare transport ticket was suggested.

10 YOUTH MEETING 28/04/04

Mrs Dalton and Mr Smillie had met with representatives from Connexions, Cumbria CC Neighbourhood Services and Mr Peter Hughes, Dalston Scouts. There is no longer a youth service and Connexions only dealt with identified individual cases, usually based in Caldew School. It was suggested that the way forward was the formation of a Youth Forum to put in place a plan, which could be monitored once each year, with the Parish Council as the facilitator. Mrs Dalton offered to progress this possibility.

11 ACCOUNTS

Resolved to approve the following expenditure and record of income:

1	E Davidson – grave digging 21/04/04	120.00
2	A R Auld – Parish Plan analysis data entry	147.81
3	British Gas – gas supply	17.20
4	E Penrice – repair broken gate and tree guard	19.98
5	George Douglas – gorse cutting, hedge cutting and grass topping	355.73
6	Carlisle City Council – printing Parish Plan Youth Questionnaire	17.62
7	Allianz Cornhill – annual insurance premium	1,495.85
8	Mrs E Auld – salary £562.56, postage, stationery £97.96 (Parish Plan £46.96)	660.52

Income:

1	Business Reserve a/c – interest 08/12/03-07/03/04	95.70
2	Dalston Post Office – 10 x map packs	20.00
3	Mrs Ellams – Sheepwash rent	1.00
4	Corner Shop – 20 x postcards	3.20
5	J Tremble – burial fee and grave space purchase	516.00
6	Dalston Environment Group – remaining funds	102.08
7	Beattie Memorials – additional inscription	29.50
8	Mrs Marsden, Dalston Library – 2 x map packs	5.00
9	Carlisle City Council – precept 2004/05	19,000.00
10	Dalston Post Office – 10 x map packs	20.00
11	P Rowcroft & R Willatt – 1 Forge Green May rent	200.00
12	Mrs E Moffat – grave space purchase	270.00
13	J S Carruthers & C Devlin – 2 Forge Green May rent	352.00

Community a/c balance 30/04/04 £1,727.05 (including £922.73 unrepresented)

Business Reserve balance £50,630.17

Notification received regarding vacation of 2 Forge Green on 7<sup>th</sup> June 2004 by Mr Carruthers and Ms Devlin. Agreed that the property should be advertised to rent in the Parish magazines, on the website and in the Cumberland News. The Clerk reported that the date of the Annual Audit had been fixed for 28<sup>th</sup> June 2004.

12 ANNUAL INSURANCE REVIEW

The Clerk presented a report on the insurance cover prepared by Mr Buchanan. Resolved that the premium renewal should be accepted and a remittance made for £1,495.85. Resolved that a price be obtained for increasing the Fidelity Guarantee cover from £20,000 to £50,000, together with clarification as to whether malicious damage to computer equipment was covered or excluded in the policy. Mr Craig had prepared a sample risk assessment form for checking Parish assets. Resolved that the format be accepted, the checks carried out and the forms completed. Agreed that the Fire Department be asked to carry out a fire safety check at Forge Green.

13 CORRESPONDENCE

- 1 Cumbria CC Community Consultative Forum ‘Emergency Planning’ – Wednesday 19<sup>th</sup> May, Workington – no attendance.

- 2 Mr T Allison letter re parking and child safety at Ninerigg/Carlisle Road junction at school drop off and pick up times – Clerk to advise that problem been identified many times and the police, traffic wardens, schools etc. notified.
- 3 Letter of thanks for donation from Dalston WI.
- 4 Carlisle Housing Association – Housing Needs Survey form.
- 5 Amey Highways – Strategic Partnership for Highways Term Maintenance and Cumbria Contract Services – no comments.
- 6 Carlisle CC Legal and Democratic Services – Standards Board for England Bulletin Number 17.
- 7 Home Office letter and document on forthcoming changes to the law on preventing illegal working.
- 8 Notice of Election for European Parliament and City Council.
- 9 Carlisle Educational Charity – grants for students – application forms and information sheets.
- 10 Cumbria Community Foundation Spring 2004 Newsletter
- 11 The Parish Pump April 2004 Newsletter.
- 12 Raughton Head May 2004 magazine
- 13 Local Council Review May 2004.
- 14 Carlisle CC Committee meeting agendas.
- 15 Cumbria Local Transport Plan 2 (2006-212) – issues consultation for Carlisle Area – responses by 14<sup>th</sup> June 2004.
- 16 Cumbria Police Authority Carlisle Area Forum 25<sup>th</sup> May 2004 – no attendance.
- 17 CALC May County Circular, Parish Democracy Programme Final Report 2001-2004

#### 14 GARDENS AND MAINTENANCE

- a) No action taken to date by the solicitor regarding the letter from Dalston PC re the Lakerigg boundary. Resolved that a letter be sent to Mr Ward expressing concern regarding the delay in dealing with the matter and requesting that the work as instructed on 5<sup>th</sup> March 2004 should be carried out within one week. It was agreed that more substantial marker posts should be installed at the boundary direction changes as soon as possible, as buildings were being erected, possibly on Parish Council land.
- b) The Clerk reported that Carlisle CC had agreed to replace litterbins in the Barras Close cut, the Cemetery and on the Green.
- c) The Clerk reported that the Primrose Hall Committee, Gaitsgill had asked for assistance regarding the terms of the new lease offered by the Church Commissioners. Enquiries had been made and legal advice was definitely required. Free assistance might be available through the Pro Bono Unit of the Carlisle Community Law Centre. Resolved that the Parish Council would give financial support, if free advice was not available.
- d) Cumbria CC letter advising that it had rejected the application for an order to add a public bridleway at Stockdalewath to the definitive map.
- e) Copy of letter from Capita to the Environment Agency regarding removal of the sign at the Hawksdale gravel bed – Environment Agency to deal with matter.
- f) The Clerk reported that a site meeting had been arranged with the Community Punishment Manager – agreed that initial work should be the cleaning of the White Bridge only.
- g) Request to cut down a Christmas tree in Forge Green garden – agreed.

15 PARISH PLAN - Update deferred to future meeting.

#### 16 CEMETERY MATTERS

- a) Interment: Peter Moffat 21/04/04 Ward 5 Section K Space 24
- b) Grave space purchase: Elizabeth Moffat Ward 5 Section K Spaces 24 and 26 – approved.  
Beattie Memorials - additional inscription to Henry Musgrave memorial ‘Jean Marjorie Musgrave beloved wife of the above died 10<sup>th</sup> November 2003 – approved.
- c) Abainfo April – June 2004.
- d) The Clerk reported that the grave digger had increased the charges from £120 to £130 per grave – agreed to pay outstanding £10 Headstone damage reported – Mr Craig and Mrs Dalton to inspect.

The meeting closed at 10pm.