

DALSTON PARISH COUNCIL

Minutes of the monthly meeting held at Forge Green on Tuesday 12th October 2004.

PRESENT	Mr B C Craig (Chairman)	Mrs C M Oakley
	Mr A R Auld	Mr R J Potter
	Mr S D P Christopher	Mrs J L Rawstron
	Mr D C Cowen	Mr O Roberts
	Mrs P Dalton	Mr S A Sinclair
	Mr D W Hand	Mr M Smillie
	Mr A Jackson	

Apologies for absence were received from Messrs G Harrison (ill) and J F G Kelsey (holiday).

67 MINUTES

The minutes of the meeting held on 14th September 2004 were agreed and signed as a correct record.

68 PUBLIC PARTICIPATION

Apologies for absence were received from Mr B Dodd and PC P Shorrocks. Mr Alan Lyne spoke about a newly formed footpath, bridleway and byway Monitoring Group, which had been set up by some residents in the Parish. It was intended to regularly walk the rights of way and identify any deficiencies for reporting to East Cumbria Countryside Agency, acting for Carlisle City Council, in order to initiate repairs. Data survey sheets would be used for recording purposes. The Group hoped to raise public awareness of the benefits gained by using the rights of way, particularly for younger members of the community.

Councillor John Collier advised members that the Raughton Head speed limit was due to be ratified by the Area Committee. Mr Jackson requested that the Raughton Head and 30mph signs could be combined and this was felt to be perfectly feasible. Councillor Collier agreed to make enquiries as to where responsibility for ongoing maintenance of the Dalston/Cummersdale cycleway laid i.e. Carlisle CC, Cumbria CC or Sustrans.

The Clerk reported on a letter from Councillor Allison regarding irresponsible parking blocking footways and access particularly on Townhead Road and Ninerigg. Other areas of concern were Station Road end and Bridge End. The matter was to be referred to PC Shorrocks, Cumbria Constabulary and to Carlisle CC for investigation into the potential for using bollards, particularly in the vicinity of the Doctors Surgery.

Councillor Crookdake reported that B & Q were offering Better Neighbour grants of £50 to £500 worth of materials, the Hanson Environment Fund provided grants for improvements to public amenities and parks and BT Community Connections was an awards scheme, which connected community groups to the Internet.

69 DECLARATION OF INTEREST

Mr Auld declared and recorded an interest in item 7 - Clerk's hours and contract of employment. Councillors Collier and Allison left the meeting.

70 PLANNING DECISIONS

04/1035 2 Nook Lane Close – second story extension to provide bedroom and bathroom -approved 4 conditions.

04/1171 Lime House School, Holm Hill, Hawksdale – installation of replacement external fire escape stairs to rear elevation – approved 1 condition.

04/1110 Hawksdale Hall, Hawksdale – replacement floor and consequential works – approved 2 conditions.

04/1170 Latimers Cottage, Hawksdale – erection of a four bedroom replacement dwelling and change of use of agricultural land to extend the residential curtilage – approved 8 conditions.

04/1026 13 Lingey Close – 10m strip to be used as a delivery channel, land at rear to be used to extend workshop and create larger storage area – application withdrawn.

The Clerk notified the Council that a meeting between Kingswood, Cumdivock Group, Carlisle CC and Dalston PC representatives was taking place in the Civic Centre on 14th October 2004 – Mrs Dalton, Mr Auld and the Clerk were attending.

71 PLANNING APPLICATIONS

04/1145 Bridge End Inn, Bridge End – extension to existing public house amended plans – resolved to reiterate comments made at meeting on 14/09/04 regarding parking facilities.

04/1260 Lime House School, Holm Hill, Hawksdale – replacement fire escape (LBC) – no observations.

04/1219 2 Walk Mill – first floor extension to provide ensuite bathroom – no observations.

04/1179 12 Lingy Close – two storey extension to provide enlarged kitchen/diner, utility and shower room with 1no. ensuite with balcony, 2no. bedrooms, bathroom and study above – no observations.

72 CAPITAL PROJECTS AND BUDGET FOR 2005/06

The Clerk had prepared draft estimates for consideration. The level of increase in the Precept and the amount of anticipated grant funding were the main topics for discussion in terms of income, with expected rent from Forge Green property reduced to cover the risk of vacancies. Suggested increases in expenditure above inflation were on Forge Green property and grants to local organisations. A range of possible capital projects were put forward – a) additional parking facilities near the Square, b) Station approach improvements – an entrance arch, demarcated, surfaced footpath, kerbing around the triangle of land near the road, provision of cycle racks, c) footway extensions towards Dalston Hall and Station Road/Barras Lane, d) a seat on the Coast to Coast cycle route at Raughton Head Church, e) play area equipment provision. A request had been received from the Recreation Association for representatives to meet with members of the Parish Council to inform/discuss future plans – agreed that Mrs Dalton, Messrs Craig, Hand and Smillie should attend for the Parish Council and the Clerk to take notes. The possibility of the Parish Council subsidising selected bus and train fares for young people was put forward.

73 CLERK'S HOURS AND CONTRACT OF EMPLOYMENT

Resolved to exclude members of the public and press. Mr Auld declared and recorded an interest.

a) Resolved, proposed Mr Craig, seconded Mrs Dalton to defer a decision on the Clerk's hours and rates of pay as the matter was linked to item b).

b) Mr Craig gave a brief outline of the response from NALC to enquiries made regarding the Clerk's contract of employment. Resolved, proposed Mr Craig, seconded Mr Jackson to invite Mr Guy Richardson, CALC to inform the Policy and Resources Committee of the details of the response. Agreed that the meeting should be held on 3rd November 2004.

74 ACCOUNTS

Resolved to approve the following expenditure and record of income:

1	E Davidson – grave digging 30/09/04	130.00
2	Barclays Bank – safe custody fee 20/09/04	1.00
3	G Jeffery – headstone repairs x 2	70.00
4	United Utilities - ½ year Cemetery water rates	24.33
5	Powergen - electricity	37.04
6	A R Auld – Parish Plan analysis data entry (30/04-13/05/04)	156.88
7	Garthside Landscapes – Cemetery maintenance 3	955.00
8	Inland Revenue – PAYE/NIC	300.32
9	Mrs E Auld – salary £562.79, expenses £74.72 (£52.84 Parish Plan cartridges)	637.51
10	CALC – 3 x Standing Order books, 2 x packs Next Meeting notices	24.00
11	CALC – Freedom of Information & Data Protection training 26/10/04	10.00
12	CALC – AGM lunch expenses x 2	19.00

Income:

1	Geo Hudson & Sons – burial fee	246.00
2	P Rowcroft & R Willatt – 1 Forge Green October rent	205.00
3	P M & J Garnett – grave space purchase	270.00
4	Caldbeck Parish Council – use of telephone and computer 24/05-18/08	33.51
5	Hunsonby Parish Council – use of telephone and computer 24/05-18/08	8.35

Resolved, proposed Mr Craig, seconded Mr Smillie that a letter be sent to Barclays Business Banking, signed by Mrs Rawstron and Mr Roberts requesting that the Clerk's name, as Responsible Financial Officer, be added to the details held to enable authorisation for disclosing details of balances etc. for administrative purposes.

75 DATA PROTECTION AND FREEDOM OF INFORMATION

Copies of the adopted Freedom of Information Publication Scheme approved in December 2002 had been circulated. Resolved that the Clerk should attend a training on 26th October 2004 on Data Protection and Freedom of Information Acts requirements - £10 fee approved. The Clerk agreed to draw up a schedule of processing to comply with the Data Protection legislation for approval at a future meeting prior to submission to the Information Commissioner with the annual registration fee of £35.

76 IT REQUIREMENTS

The Clerk reported that enquiries had been made with Carlisle CC regarding connecting the Parish Council computer with Broadband and the cost of the required equipment being covered by funding – a response was awaited.

77 CORRESPONDENCE

- 1 Carlisle CC Licensing Policy consultation – Clerk advised Council of response submitted.
- 2 CPCA AGM 27th September – apologies for absence given. Notification of the new office holders in the Quality Parish Development Programme given.
- 3 Cumbria Highways notification of proposed traffic order for 30mph speed limit through Raughton Head village.
- 4 VAC Parish Plans seminar 8th October – no attendance.
- 5 Save Our Control Group letter inviting public support against the change to NW Region emergency fire control operators as put forward by consultants, as opposed to the current Cumbria provision – resolved, proposed Mrs Oakley, seconded Mr Jackson to register opposition to the proposed changes – 7 in favour, 5 against, 1 abstention
- 6 Cumbria CC – Carlisle Area Transport Review consultation on bus services 73/73A, 75 and 620 – resolved to respond suggesting that some of the mid evening services could be cut. Peak time services should be kept and fares subsidised to enable them to be more affordable and therefore generate greater use. Better advertising of bargain fares would be beneficial.
- 7 Defra letter regarding consultation comments on Clean Neighbourhoods document – no action.
- 8 CALC October County Circular, enquiry about Parish Pounds or Pinfolde, notification of Cumbria Rural Forum 'Landscape and Rural Development' on 20th October - Clerk to respond re Pinfolde.
- 9 Invitation, agenda and minutes for CALC AGM on 6th November – agreed expenses of £9.50/person plus travel for Mrs Dalton and the Clerk to attend Annual Report 2003/04
- 10 English Nature Sitelines magazine Autumn 2004 and questionnaire.
- 11 Letter of thanks for Parish Plan vouchers from Mrs Crayston.
- 12 Ken Hope literature on aggregate recycling with Solway Stone
- 13 Carlisle CVS October Newsletter, Funding Fair notice 27th January 2005, Community Advocate Programme Tues 26th Oct-16th Nov or Weds 17th Nov-15th Dec, Fairtrade Survey and training dates.
- 14 Raughton Head October magazine, Parish Pump Autumn News, Inland Revenue October Employer's Bulletin.
- 15 Carlisle CC Committee meeting agendas, minutes 15/07/04-08/09/04.

- 16 Carlisle CC letter re Code of Conduct training 10th November 2004 – B Craig to attend. Copy of letter from the Standards Board for England with revised advice on registering of interests and Freemasonry.
- 17 Cumbria Playing Fields Association questionnaire – Clerk to complete
- 18 Jacqui Reid, Sports Development Officer, Carlisle CC requesting information on current facilities for sport, physical and leisure pursuits in the Parish – Clerk to respond.
- 19 James Banks (survey) Ltd notification of change of company name to Atlantic Geomatics (UK) Ltd – for information.

78 GARDENS AND MAINTENANCE

- a) Resolved, proposed Mr Roberts, seconded Mrs Oakley to seek legal advice regarding the transfer of responsibility for the parcel of land at Linton Gill to Skelton Parish Council. Agreed that the Clerk should initially contact Cumbria CC Legal Services.
- b) Update letter received from H & H Bowe Ltd regarding progress with the United Utilities sub-station lease and the gas pipe way leave at Lakerigg – Clerk to supply further information about boundary with Malanridge.
- c) Tilhill Forestry, contractor for United Utilities, request for permission to crown reduce a chestnut tree on Parish land at Stockdalewath because of interference with power lines – agreed.
- d) Mr Jackson reported that the pruning work to the trees at the bottom of Mitchell Brow and on the Kingsway had been carried out. He expressed concern regarding the condition of the newly planted trees (1 dead and 1 not robust) at High Buckabank – Clerk to contact contractor concerned. Agreed that the Clerk should ask George Douglas to cut back the undergrowth on the common land at Lakerigg, Cardewlees, Nook Lane and High Buckabank..
- e) Dalston flood risk map received for information.
- f) Email response received to queries raised with Eden Rivers Trust.
- g) Notice of Carlisle Environmental Action AGM, 7th October – apologies for non-attendance given. The Clerk reported that a bid was being made for a 4th vehicle to carry out doorstep collection of recyclable materials, enabling a wider area of the Parish to be covered. Plastics and cardboard recycling was a possibility for the Glave Hill car park site.
- h) Mrs Dalton requested that the empty lamppost planters were removed to Carlisle storage depot over the winter – Clerk to arrange.

79 MAINTENANCE AND LETTING OF 2 FORGE GREEN

- a) Detailed estimates received from 2no. contractors for external and internal repairs to 2 Forge Green. Resolved, proposed Mr Cowen, seconded Mrs Dalton to accept the quotation from Michael Thompson Ltd of £3,270 inclusive of £300 for sanitary fittings. This price could be subject to minor adjustments. Repairs to be carried out as soon as possible.
- b) Three Councillors had interviewed Mr and Mrs Allinson and offered them the tenancy of 2 Forge Green, subject to ratification – resolved to confirm the tenancy, commencing on 1st November 2004. Agreed to the request for a key to be made available the previous week for decorating etc.

80 CEMETERY MATTERS

- a) Resolved to adopt the revised Cemetery Fees and Regulations from 1st December 2004.
- b) Interment: William Newton Sarginson 30/09/04 Ward 5 Section I Space 38.

The meeting closed at 9.50pm.