DALSTON PARISH COUNCIL

Minutes of the monthly meeting held at Forge Green on Tuesday 14th September 2004.

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

Apologies for absence were received from Mr M Smillie (holiday)

53 MINUTES

The minutes of the meetings held on 27th July and 17th August 2004 were agreed and signed as correct records.

54 PUBLIC PARTICIPATION

Four members of the public were present. Apologies for absence were received from B Dodd and J Collier. Mrs Crookdake advised the Council that a Discussion Document on the draft Statement of Licensing Policy was being sent out for consultation. The NW Regional Development Agency had announced the demise of the Countryside Agency in April 2005. The area being supplied with bins for garden refuse was being extended to the whole Parish shortly – Clerk to check for timing. 29% household waste was being recycled, but this figure needed to rise to 33%. Plastics and cardboard recycling was being considered. Agreed that an article should be included in the magazines and website.

Mr Armstrong thanked the Parish Council for its support regarding Kingswood planning issues. The Cumdivock Group felt that it could live with a strong Management Code and punitive sanctions, but these should be considered before or at the same time as any new planning applications. Since March there had been many instances of abuse of the existing Management Code and a further meeting was needed to discuss this and the formation of the Liaison Committee.

PC Shorrock apologised for the lack of a report for the meeting. There had been a wave of vehicle crime, particularly tools being taken from vans and problems of vandalism. Concern was expressed regarding a lady harassing elderly people for money and the theft of flowers from the Cemetery – it was suggested that the two might be linked and the Police were dealing with the problem. PC Shorrock supported the suggestion to close the N end gate to the Cemetery as the through route encouraged the youth to enter the Cemetery. The Clerk had obtained a copy of Carlisle City Byelaws relating to Cemeteries –an adult should accompany under 12 year olds.

55 DECLARATION OF INTEREST

Mrs Dalton and Mr Jackson declared and recorded an interest in planning application 04/1026 – 13 Lingey Close. Mr Cowen declared an interest in planning application 04/1203 and associated matters – Kingswood Educational Study Centre, Cumdivock. Mr Auld declared and recorded a prejudicial interest in agenda item – Clerk's hours and Contract of Employment.

Councillor Allison declared an interest in planning matters and left the meeting.

56 PLANNING DECISIONS

04/0975 29 The Green – demolition of existing garage and external store, erection of new garage, utility room with 1no. ensuite bedroom above (revised proposal) – approved 2 conditions.

04/1051 Keepers Barn, Raughton – erection of wood store – approved 1 condition.

04/9018 Raughton Head C of E Primary School, Raughton Head – single storey extension to create two classrooms, withdrawal area, staffroom/office and disabled wc. – approved 5 conditions.

04/0805 Hawksdale Pastures, Welton Road – conversion and extensions to provide 1no. 4 bedroom and 2no. 3 bedroom dwellings and one holiday let – approved 11 conditions

04/1047 Feldgarth, Orton Grange – two-storey extension to provide bedroom with balcony and dining room – approved 2 conditions.

04/0868 L/A outbuildings, Haythwaite Whins, Haythwaite Lane, Raughton Head – conversion of barn to single dwelling – approved 14 conditions.

04/1123 Nook Lane Foot, Nook Lane – erection of conservatory – approved 2 conditions.

Planning Aid North leaflet and notification of Planning Advice Helpline – free service to be advertised in magazines and on the website.

Carlisle District Local Plan 2001-2016 Deposit Draft acknowledgement letter for comments and list of objections cited.

57 PLANNING APPLICATIONS

04/1108 Hallfield, The Forge – revised position of two residential plots – reiterated concerns regarding access to the highway. Development considered detrimental to the existing property.

04/1110 Hawksdale Hall – replacement floor and consequential works – no observations

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 – no observations. Copy letter of objection from a Parishioner to the proposal received.

04/1145 The Bridge End Inn, Bridge End – extension to existing public house – query as to whether parking provision adequate for a restaurant. Clarification required regarding ownership of the parking area, especially in relation to the footway on the highway bend.

04/1146 The Bridge End Inn, Bridge End – extension to existing public house to form restaurant and internal alterations to improve toilet facilities (LBC) – comments as above.

04/1170 Lattimers Cottage, Hawksdale – erection of a four bedroom replacement dwelling and change of use of agricultural land to extend the residential curtilage – proposed dwelling not in keeping with the vernacular architecture of the existing, to be replaced, nor in character with the surrounding countryside and locality. Query as to whether the larger building would be a displacement of space in a flood plain area.

04/1171 Lime House School, Holm Hill, Hawksdale – installation of replacement fire escape stairs to rear elevation – no observations.

04/1203 Kingswood Educational Study Centre, Greensyke, Cumdivock – operational development comprising:

a) Retention of dining/function hall and teacher's common room; underground caving system and proposed shelter; boundary fence; souvenir shop; air handling plant room; and, drainage layout;

b) Formation of challenge course; quad bike track and shelter; low ropes and nightline course; archery enclosure and shelter; new access road and parking layout; planted soil bund; and, a climbing wall;

c) Installation of external lighting system

Resolved that any decision should be deferred until there had been another meeting of interested parties to discuss the proposed Management Code and formation of the Liaison Committee. General agreement from the first meeting held on 20th July 2004 in the Civic Centre, Carlisle, from which no minutes had been received, was that there would be a further meeting regarding the details of the Management Code and Liaison Committee. It was felt that there were possibly some issues not covered in the Management Code, as put forward with the application that should be included.

There were no plans in the application showing the archery enclosure and shelter, nor any indication as to which way the arrows were to be fired.

There was no indication as to which floodlights were being removed, or the level of intensity of the security lighting to be installed.

Request to be made for a representative to speak at the Development Control meeting when Planning Application No. 04/1203 was an agenda item. Mr Auld and Mrs Dalton were willing to speak and be involved with the Liaison Committee if required.

Copy letters received from G Searle, Kingswood and B Armstrong to A Huchinson, Carlisle CC Planners and a noise and activity diary from March to September 2004. Mr Hutchinson had indicated that an environmental impact assessment was not required, as it had not been asked for at the Inquiry.

04/1216 Orchard House, Buckabank – reposition of access – no observations.

04/1227/1228 Bridge End Inn, Bridge End – display of externally illuminated signage, installation of 3no. floodlights together with 4no. small lanterns (LBC) - floodlighting to be shielded from the highway to prevent glare.

04/0829/0830 The Brick Barn, Raughton Head Hill, Raughton Head – erection of detached double garage - amended plan (LBC) – no observations.

04/1222 Birds Hill Farm, Raughton – erection of agricultural building for livestock – no observations.

04/1055 Orton Grange Caravan Park, Orton Grange – demolition/removal of bungalow, shop and swimming pool. Use of site as an extension to residential caravan park and variation of Condition 2 of planning consent 00/0945 to allow an increase in the number of residential caravans from 33 to 34 together with 8 holiday caravans – resolved to object on the grounds of over intensification of the site with an inappropriate development and lack of infrastructure.

58 PARISH COUNCIL VACANCY

Resolved that members of the public should leave the meeting during discussion of a personal nature. Resolved, proposed Mr Craig, seconded Mrs Oakley to co-opt Mr Seth Christopher onto Dalston Parish Council.

59 MAINTENANCE AND LETTING 2 FORGE GREEN

a) Two quotes had been received for carrying out the maintenance work at 2 Forge Green as specified, but only one was itemised. The cost of repairs was approximately 50% interior/exterior. The chimney repair could incur some additional cost and the bath and associated tiles would probably need to be replaced. Resolved, proposed Mr Kelsey, seconded Mr Auld that the work should be undertaken as agreed by a quorum of the Property and Maintenance Committee. Agreed that the Clerk should ask Cumbria Contract Services to cut the hedge nearest to the river and the shrubs adjacent to the Council Room entrance path. The Council's attention was drawn to the dumping of garden waste on Forge Green property – a notice had been displayed regarding this fly tipping.
b) The Clerk reported that four parties had been shown round 2 Forge Green and one of them had applied for the tenancy following the advertisement in the Parish magazines and on the website. Arranged that Mesdames Dalton, Rawstron and Mr Craig would interview the applicants.

60 CEMETERY MATTERS

a) Carlisle CC Cemetery fees were compared with the figures for Dalston. Resolved, proposed Mr Kelsey, seconded Mr Auld to increase all the fees by 6% apart from Item 1(i) Burial of the body of a person whose age at the time of death exceeded 18 years and lived outside the Parish, which would be set at £450.00. The revised fees were to be applied from 1st December 2004. A final version of the revised fees was to be ratified at the next meeting
b) Letter from Mr Fraser, St Michael's School requesting that the access gate at the North end of the Cemetery be closed to restrict youth vandalism, litter and drug taking. Resolved, that an article should be included in the magazines, on the website, in the Library window and St Michael's Church notice board indicating that the gate might be closed for a trial period from 1st January 2005 and seeking views on the matter – 1 abstention and 1 against.
c) Copy of Regulations with respect to Cemeteries in the City of Carlisle obtained.
d) Cumbria Memorials Direct application for headstone 'In loving memory of Peter Moffat beloved husband of Elizabeth, a dear Father, Grandfather and Brother died April 16th 2004 aged 84 years' – approved.
   Grave space purchase: Peter Maxwell and Jean Garnett Ward 5 Section I Space 53 – approved.
e) 1) Letter of complaint regarding Cemetery contractor starting work early and creating a noise problem – Clerk had attended to matter.
   2) Biffa Waste Services Ltd – Waste Transfer Note completed.
   3) Odlings MCR leaflet on Makesafe quick temporary memorial fixing.
   4) Zurich Municipal Risk Management Services offering to undertake a Cemetery Liability Survey – no action.

5) Association of Burial Authorities magazine July/Aug/Sept 2004.

f) 2 headstones required making safe – Clerk had arranged immediate repair. Copy of warning notice fixed to insecure headstones in Carlisle Cemetery obtained for information.

61 BETTER WAYS TO SCHOOL

The Clerk and Mr Craig reported on meetings held with St Michael's and Caldew Schools on 21st June and 2nd July 2004. Both schools objectives were for safe drop off zones and the establishment of a safe walking route (possibly escorted), the installation of a flashing speed restriction sign on B5299 near Nestle UK Ltd, a Drivers Code of Practice and a reduction in the numbers of cars parked outside school and car journeys. St Michael's was looking at the provision of cycle and helmet storage provision. Caldew School was looking at zigzag road markings across the road from the school, single side parking on Nine Rigg, improvements to the sports area entrance, surface and one-way system for vehicles and the use of escorts on school busses to encourage greater use of them. Parish Council support for the various initiatives was requested and the Clerk had made enquiries with Cumbria Highways regarding some of these proposals.

62 FISH AND CHIP SHOP

Mr Kirkman's proposal during public participation, at the June 2004 meeting, to establish a fish and chip shop in Dalston was discussed. It was agreed that any planning application relating to this would be given due consideration at the time.

63 CORRESPONDENCE

1 CALC County Circular July/August and September 2004 (copy enclosed). CALC Conference 11th September – cancelled. CALC Constitution proposed revision consultation. Autumn Training programme. NALC salary recommendations for Clerks.
2 Carlisle CC – information on Data Protection and Freedom of Information requirements – adoption and provision to be in place by 1st January 2005 - agreed that information should be circulated for discussion at the next meeting.
3 Carlisle CC 'Making Time for Play' Programme consultation events – Tuesday 5th October, 7-8.30pm, Dalston Recreation Hut – Mrs Dalton to attend.
4 E Martlew MP information from BT regarding Broadband for rural areas – consider with item 12 - proposal for next meeting.
5 Cumbria CC consultation on Corporate Strategy a) Putting the Public First e) Improving the Safety of People's Lives f) Protecting and Enhancing the Environment – no response.
6 Cumbria and Lake District Joint Structure Plan notification of Examination in Public 28th September – 8th October 2004 – list of issues and participants provided for information.
7 Email from David Gray re parking issues and Dalston Show Field potential – agreed that parking provision on part of the Show Field could be raised as a topic for discussion at the next Agricultural Society Committee meeting by Mr Gray.
8 Cumbria Police Authority Carlisle Area Community Liaison Forum – 13th September, Brampton – no attendance
9 Friends of the Lake District Newsletter Summer 2004 – Overhead Wires Project.
10 Carlisle CVS 'Directory of Useful Websites for Voluntary and Community Groups'. Information on venues and dates for Roadshows and booking form for Rural Roadshow – Thursday 14th October – to advertise in Parish magazines and on website.
11 ODPM letter and consultation documents for Clerks on 'A Model Code of Conduct for Local Government Employees' and 'Framework for Governing the Political Activities of Local Government Employees' – Clerk to respond.
12 Carlisle CC IT equipment support for Parish Councils – offer of one upgrade of either hardware or software – proposal at next meeting (ref. Item 4).
13 Cumbria Highways various roads in Carlisle District speed limits variation (No. 1 Order 200) – no comments
14 Cumbria CC launch of Rural Wheels in the area 27th September 2004 – Clerk to request more leaflets to put in Raughton Head Church. Agreed that the scheme should be advertised in the Parish magazines and on the website.
15 Cumbria CC leaflets on becoming a County Councillor and public participation

16 Email from Claire Rankin re progress on Parish Council capital projects – footpath at Buckabank, Cemetery wall and Primrose Hall redecoration and floor coverings – the Clerk had responded. Draft plan of Buckabank footway, subject to a safety audit, received from Capita Symonds. Parish Council financial contribution maximum £10,000, with the remainder (£10,000) being approved and met by Cumbria CC. Work scheduled for November 2004. Resolved, proposed Mrs Dalton, seconded Mr Auld to instruct Capita Symonds to proceed with the work as proposed and to approve the financial input of £10,000.
17 Cumbria Playing Fields Association Annual Report 2003/04
18 Highways Agency – North West Roadworks and Traffic Information Summer 2004
19 Amey Highways acknowledgement letter for comments.
20 Carlisle CVS Centenary Edition Involved magazine
21 Cumbria Local Transport Plan – Annual Progress Report 4
22 English Nature Sitelines magazine Summer 2004
23 Raughton Head September magazine
24 Instant Pop Up Shelters and Glasdon advertising literature
25 Local Council Review x 2, Clerks & Councils Direct September Issues.
26 Carlisle CC Committee meeting agendas and minutes.
27 Carlisle CC Code of Conduct training for Parishes – Mr Craig to attend if arranged.
28 Dalston & Cummersdale Neighbourhood Forum – 13th September – Messrs Auld, Craig and Kelsey attended. The main topic of discussion was highways issues, particularly transport, safety, speeding and parking. The deterioration of the cycleway surface was noted and it was agreed that this should be pointed out to John Collier, County Councillor. The next meeting was arranged for 22nd November 2004 at Great Orton.
29 Copy of September Rural Voice magazine.
30 Notification of Carlisle Environment Forum meeting on 30th September 2004 – J Kelsey to attend. Main topic – a sustainable appraisal of the draft Carlisle District Local Plan. Environment Forum Newsletter regarding the management of roadside verges.
31 Cumbrian Newspapers Ltd Cumberland News Countryside Awards 2004 entry pack – closing date 22nd November 2004.
32 Licensing Policy consultation document – to be circulated for comment by 30th September.

64 GARDENS AND MAINTENANCE

a) Atkinson Ritson had sent an interim letter to Mr and Mrs Routledge's solicitor indicating that the boundary at Lakerigg had been provisionally agreed at the site meeting. It was also suggested that a Deed should be executed in duplicate to which a copy of the final plan should be attached, confirming the line of the boundary and stating the fence belonged to the owners of Malanridge. Certified copies of the Deed and plan were to be forwarded to the Land Registry with reference made to it in each of the two registered Titles. The Clerk reported that a copy of the final plan as provided by James Banks (Survey) Ltd had been forwarded to Atkinson Ritson for production of a concise Deed including the relevant points.
b) The Clerk reported that Dalston had won the BNFL trophy for Tidy Large Village. In the Cumbria in Bloom Larger Village competition, Dalston was runner up to St Bees, but even so, with a Gold Medal. Barras Close Apartments were Highly Commended for their gardens in the Continental Landscapes special awards section of the competition. Dalston Gardening Club got a particular mention for the efforts of members in the various open spaces cared for by them. The judges were impressed with the planting and maintenance of newly planted trees and the development of the White Bridge area. It was suggested that a Dalston in Bloom competition could be established. Agreed that the successful results should be included in the Parish magazines and on the website.
c) Email received from Mr M Foster, Capita advising the Council that the vandalised cast iron signs had been instructed to CCS for repair and that this was in hand with Signpost Restoration. Resolved, proposed Mr Craig, seconded Mr Harrison to place the order for the High Head Castle replacement sign at the quoted price of £615.43.
d) Skelton Parish Council had approved the offer for the transfer of interest in the parcel of land at Linton Gill – further action to be considered at the next meeting.
e) Strategy for the future maintenance of the wildflower meadow at Forge Green and the hedge at the North end of the Cemetery was to be agreed by the Property and Maintenance Committee.

f) The recently planted trees at the bottom of Mitchell Brow and on the Kingsway required some pruning of the bottom branches – Mr Jackson agreed to attend to this.

65 CLERK'S HOURS AND CONTRACT OF EMPLOYMENT

Deferred to the next meeting as no reply received from NALC to date.

66 ACCOUNTS

Resolved to approve the following expenditure and record of income:

1	British Telecom – telephone charges 24/05-18/08/04	102.17
2	James Banks (Survey) Ltd – survey of boundary at Lakerigg	515.83
3	Mrs E Auld – Parish Plan Questionnaire £50 Prize M & S Voucher (Mrs Crayston)	50.00
4	A R Auld – Parish Plan analysis data entry	172.19
5	Biffa Waste Services Ltd – Cemetery waste collection 25/09-24/12/04	69.35
6	Neil Sidaway (Northern Tree Services) – various tree work/Buckabank Common	455.00
7	Mrs E Auld – salary £562.55, expenses £54.43	616.98
8	Mrs M Watson – 6 months cleaning Forge Green offices	45.00
9	E Penrice – the Green gate post repair	56.40
10	Allan Gregory – 1 Forge Green toilet repair	32.00

Income:

1	P Rowcroft & R Willatt – 1 Forge Green September rent	201.25
2	Dalston Post Office – 10 x map packs	20.00

An unqualified opinion and certification had been received from the External Auditor for the Statement of Accounts 2003/04. Resolved that the notice of conclusion of audit and right to inspect the annual return would indicate that the annual return was available for inspection on application to the Clerk and the charge for a copy of the annual return would be £10. Agreed that a copy of the Statement of Accounts would be displayed in Dalston Library.
Notification that Carlisle CC needed to be informed of the Precept requirement for 2005/06 before 3rd December 2004. The estimated Parish grant for 2005/06 was £3,387 plus a grant towards burial expenses.
Letters from British Gas and Biffa Waste Services Ltd announcing price increases.

The meeting closed at 9.54pm.