

DALSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Forge Green, Dalston on Tuesday 13th September 2011

PRESENT

Mr T Baxter	Mr S Carruthers
Mr J Kelsey (Chairman)	Mr C Drouet
Mrs C Millar	Mr O Rickerby
Mr P Ebbatson	Mr I Newton
Mr O Roberts	

1. APOLOGIES

Mr R Auld, Mr D Cowen, Mr B Craig, Mrs P Dalton, Mrs F Kaye-Krzeczkowski, Mr R Potter

2. MINUTES

The minutes of the Monthly Parish meeting held on the 9th August 2011 were agreed and signed subject to the following amendments: Present to include Mr C Drouet, Minute 9, Councillor Matters to read Cllr Rickerby not Roberts.

3. DECLARATION OF INTEREST

There were no declarations of interest.

4. PUBLIC PARTICIPATION

No members of the Public were present. Cllr T Allinson submitted the following report:

Please accept my apologies for your meeting tonight due to there being a full City Council meeting.

Some progress is being made on the flooding issue at Townhead Road; we had a site visit with Ollie Rickerby, representing the land owner, the farmer and Helen Renyard, City Council drainage engineer and myself. It was agreed that an exploratory dig be done near the bottom of the field which the three gully's on Townhead Road run into. This dig was done week commencing 5th September. I am seeing Helen tomorrow to update me on the outcome and possible remedial action. Ollie may be able to enlarge on this. It is a serious problem for one resident in particular on Townhead Road (Lynmara) and they were flooded yet again last week.

I would like to commend Richard Hayward on the input he has had into scheme to deal with the cycleway and particularly identifying funding sources for what has turned out to be a significant project. He us obviously intent that it should be a "proper job" that will stabilise it for years to come.

I continue to pursue with the County Council, the issue of overnight parking on Barras Lane Industrial estate. It has been reported to me that on two occasions' human faeces have been left there. The initial idea is to put a sign up saying no overnight parking. But although it is classified as private roadway, apparently is still possible to do a TRO, which would allow enforcement. If we get to that stage I will bring it back to the Parish Council. The County Council are establishing ownership of the various sites although I would have thought that is was mostly Council.

I was pleased to be part of the team on Saturday at the Churchyard, under gang-master Cynthia. I did do the frontage of Nestles on the roadside, but if you look further along towards Carlisle, the approach to Dalston would look much better if the pavement back to the houses was also done. Perhaps Cynthia can put that on her list?

5. CEMETERY LEAFLET UPDATE

A review of the contents of the Cemetery Leaflet has taken place and advice sought fr om Carlisle Bereavement Services. The following amendments are recommended to be included in the updated Leaflet:

Page 1. After paragraph 'Why is it helpful to read this Feature'. Insert a new paragraph titled 'Legislation' containing the following text "For good reason interment of remains is subject to statutory control. The applicable legislation being The Local Authorities' Cemeteries Order 1977, which details the legal responsibilities of burial authorities."

Page 2, 'Cremated Remains Grave' paragraph as previously. Then insert, new paragraph 'Burials or interment of ashes cannot take place without the authorisation of Dalston Parish Council. Ashes may not be scattered anywhere in the Churchyard or Cemetery. Articles 3 (1), 10 (6) and Schedule 2 Part 1, Article 1 of The Local Cemeteries Order 1977 apply. Delete the new paragraph in bold at the end of the document.

Agreed: To accept the amendments/ inclusions as detailed.

6. KINGSWAY CAR PARK AND ENVIRONMENTAL PROJECT

Cllr Kelsey read the following report submitted by Cllr Craig:

Following a successful meeting of the Kingsway Working Group on Friday 9th September 2011, I can now confirm that by early November we will have all the necessary information that the Council will require to enable them to make the final decision on the Kingsway Project. This information will be made available to all members of the Council during early November for a decision to be made at the Council Meeting on 13th December 2011. To enable us to seek the necessary Grant and Loan Funding we have structured the Tender to allow for a final acceptance and start date during August 2012.

It was noted that the seat beside the gate at the White Bridge could be an issue and that a new gate had been installed at the entrance to Cubby's field.

7. PLANNING APPLICATIONS

Planning decisions:

Appn Ref: 11/0579 – Dobbies Garden Centre, Westwood Nurseries, Orton Grange - Display of Internally Illuminated Fascia Sign – Permission Granted

Appn Ref: 11/0460 – 3 Quarry Field, Stockdalewath, Dalston, Carlisle – Demolition of Existing Garage and Shed, Erection of Replacement Detached Garage and Shed. Single Storey Side Extensions to Provide Extended Utility Room and Kitchen/Dining Room – Permission Granted

Planning Applications:

Appn Ref: 11/0002TEL – Land Adjacent Car Park, Townhead Road, Dalston – Repositioning of Telephone Kiosk.

Resolved: No observations.

Appn Ref: 11/0656 – Plot 7, Hawksdale Pastures, Nr Dalston – Erection of Stone Wall In Lieu of Post and Mesh Fence Approved in Previous Application 08/0128.

Resolved: No observations.

Appn Ref: 11/0681 – Mobile Mini (UK), 2 Barras Lane, Dalston, Carlisle – Erection of Modular Blueline Building for Use as Repair Building for Cabins and Containers (Revised Application).

Resolved: No observations.

Appn Ref: 11/0713 – Nestle UK Limited, Dalston, Carlisle – Extension of Existing Egron 2 Tower to Accommodate Processing Plant.

Resolved: No observations.

Appn Ref: 11/0621 – Dobbies Garden Centre, Westwood Nurseries, Orton Grange, Carlisle – Variation of Condition 2 (Approved Plans) of Previously Approved Planning Application 10/0429 to Reconfigure the Position of the Slip Road that Connects to the Road previously Linked the A595 with Dalston and To Allow the Erection of a Wickerman Public Art Statue (Retrospective).

Resolved: No observations.

Appn Ref: 11/0669 – Green Farm Cottage, Stockdalewath, Nr Raughton Head, Dalston – Conversion of Barn to Provide Additional Living Accommodation Together with Glass Room to Rear.

Resolved: No observations.

Planning Withdrawals

Appn Ref: 11/0573 – Westwood Garden Centre and Surrounding Land, Orton Grange, Carlisle – Change of Use from Car Parking Spaces to Hand Car Wash and Valet Use Including Erection and Siting of Office Cabin.

8. MAINTENANCE OF PARISH COUNCIL ASSETS

At the Parish Council Meeting held on 12th July 2011, Councillors were allocated assets and requested to report to the Parish Council any general maintenance and repair issues. Cllr Dalton has submitted a report on the assets allocated to her.

Agreed: Parish Councillors to inspect allocated assets and report any issues to the Clerk.

9. PARISH COUNCIL AND VILLAGE HALL GRANT SCHEME 2011/12 SECOND ROUND

The deadline for the submission of applications for the second round of grant funding is 19th September 2011. Applications for funding have been received from St. Michaels PCC for financial assistance towards ongoing projects including the purchase of a Multimedia System, establishing a Secondhand Bookshop in Church House, general repairs to

Church House and the repair of the Church Bells, although none of these projects have actual costings. Cumdivock WI has requested assistance towards the cost of repairs to the outside of the hall, with two estimates submitted, one for £1,100 including VAT and £1,146 including VAT. The Victory Hall has requested assistance towards the purchase of a Projector Stand at a cost of £212 including VAT. A request for financial assistance has also been received from Dalston Recreation Association towards the installation of Roller Shutter Door and Aluminium Double Doors at a cost of £10,245. There are several ongoing projects that the Parish Council could submit a request for financial assistance including Kingsway Car Park and Environmental Project – Traffic Restriction Order, Kingsway Car Park and Environmental Project – Purchase of Seating and Picnic Tables and the Cemetery – Programme of Works including reinstating pathways, maintenance of Cremated Remains Area.

Agreed: Clerk to complete and submit applications in relation to Cumdivock WI, Dalston Recreation Association, St Michaels PCC, The Victory Hall and the programme of works being undertaken in the Cemetery by the Parish Council.

10. QUEEN ELIZABETH II FIELD INFORMATION

Parish Councillors were asked to consider the submission of a Recreational Area for 'Queen Elizabeth II Fields in Trust' status. 2012 marks Her Majesty the Queen's Diamond Jubilee and to ensure that it is celebrated in fitting style, The Queen Elizabeth II Fields Challenge, operated by Fields in Trust, is a new campaign to protect 2012 outdoor recreational spaces in communities all across the country as a permanent living legacy of this great event.

From sports pitches to woodlands, children's play areas to gardens and bicycle trails to parks, the Queen Elizabeth II Fields Challenge will protect a diverse range of outdoor spaces ensuring that there is something to appeal to everyone. Securing access to grassroots sporting facilities is particularly relevant given the other milestone event taking place in the UK in 2012 – the London Olympics. The Queen Elizabeth II Fields Challenge will give communities an opportunity to vote for an outdoor space in their area to become part of the scheme and be permanently protected as a tribute to the Diamond Jubilee.

If successful it is possible to apply for grant funding through Fields in Trust. The areas encompassing the Green, Jubilee Garden and Kingsway could benefit from this status in relation to the development of the Kingsway Car Park and Environmental Project. Once the application has been accepted residents have a 4 week period in which to vote to support the application, exact dates to be confirmed, but would be published in the village and on the website.

Agreed: Clerk to complete and submit application in relation to the areas encompassing the Green, Jubilee Garden and Kingsway. Clerk to write to Dalston Recreation Association with details of the 'Queen Elizabeth II Fields in Trust Scheme'.

11. HM THE QUEEN'S DIAMOND JUBILEE BEACONS 2012

The Parish Council has received Correspondence from The Lieutenancy of Cumbria in respect of the Diamond Jubilee Celebrations. It is envisaged that local authorities and communities will be involved in the lighting of Jubilee Beacons throughout the UK in celebration of this occasion.

The beacons will be lit during the evening of a date yet to be agreed over the Diamond Jubilee Weekend of 2nd to 5th June – the preferred date being 4th June. The two types of beacon being promoted are a Bonfire Beacon or a Church Tower Beacon. The recommended Church Tower Beacon costs £299 + VAT. It was discussed that this could also be an opportunity for the residents to organise an event to celebrate the Diamond Jubilee and would it be of benefit to form a 'Jubilee Committee' to co-ordinate and organise such an event.

Resolved: Cllr Roberts proposed, Cllr Drouet seconded that a 'Bonfire Beacon' should be lit within the parish, all agreed.

Agreed: Clerk to submit confirmation of Beacon to The Lieutenancy of Cumbria. Clerk to write to Festival Committee and Recreation Association in respect of the formation of a 'Jubilee Committee' and also to submit an article requesting ideas and volunteers in the Parish Paper.

12. CHRISTMAS TREE AND FESTIVE DECORATIONS

Concerns have been raised over the condition and safety of the existing lights and electrical cables. It is unclear as to which organisation is responsible for the existing electrical supply and therefore the responsibility for the removal of the over ground cable. Discussions took place in relation to the purchase of lights to go on the Lynch gate and also the purchase and erection of a Christmas tree either in the Churchyard or in the Square.

Agreed: Cllr Rickerby to obtain information in respect of the correct electrical cables and fittings required. Christmas Tree and Festive Decorations to be included as an Agenda item for the 11th October 2011 meeting of the Parish Council.

13. PENN BECK UPDATE

It was confirmed that the Clerk had spoken to the contractor authorised to carry out these works and that the necessary chemicals have been ordered and appropriate licenses received. The works will be carried out by 30th September 2011.

14. THE JUBILEE WOODS PROJECT – THE WOODLAND TRUST

As part of the Diamond Jubilee celebrations The Woodland Trust have set up 'The Jubilee Woods Project'. Community Groups can apply for either a pack containing 105 trees, ideal for planting either in small groups of trees or as a hedge (approx 30m) or 420 trees, to create a long hedge (approx 120m), or divide up and planted different sites. If planted as a block of trees, there is sufficient for approximately one acre of land.

Trees supplied are young saplings about 20 - 40 cm high and are available in 4 different packs with each pack containing a Royal Oak sapling.

Wildlife -Blackthorn, hawthorn, hazel, silver birch, rowan, common oak

Year-round colour -Hawthorn, hazel, silver birch, rowan, wild cherry, dogwood

Wood fuel -Ash, silver birch, wild cherry, common oak, hornbeam

Wild harvest -Hazel, blackthorn, crab apple, elder, dog rose

Agreed: Clerk to submit application for a 'Year-round colour' pack containing 105 trees.

15. CLERK'S MOBILE TELEPHONE

The contract with network provider O2 terminates on 26th September 2011. The current cost is £26.88 per month and until the resignation of Mrs McCallum this cost was shared with Stanwix Rural Parish Council. However, since 1st June 2011, the Parish Council has been responsible for the full monthly cost. The Parish Council office telephone is diverted to the mobile telephone when the office is not manned so calls can still be taken. The main purpose of having a mobile telephone is to ensure that calls in connection with burials can be dealt with immediately.

The Parish Council were asked to agree to the transfer of the contract to Vodafone on the following terms:

£15.50 per month, 24 month contract, 100 inclusive minutes per month, 500 texts per month, thus providing a monthly saving of £11.38.

Agreed: Clerk to organise transfer of mobile telephone number to Vodafone under the terms detailed above.

16. CORRESPONDENCE

To note items of correspondence received since the last meeting and take actions as appropriate.

- 1) Carlisle City Council – Rural Voice September 2011
- 2) Carlisle City Council – Forward Plan of Key Decisions of the Executive – 1 September to 31 December 2011
- 3) CPCA – Minutes of the Joint Meeting between Carlisle City Council and CPCA – 20 June 2011
- 4) Carlisle City Council – Local Development Framework Core Strategy
- 5) CPCA – Notice of Annual General Meeting 4 October 2011
- 6) Cumbria County Council – Consultation on Adult Day Services
- 7) NALC – Legal Briefing – The Bribery Act 2010 – Impact on Local Councils
- 8) Dalston Parish Paper – September 2011
- 9) Raughton Head Parish Magazine – September 2011
- 10) Notice of Carlisle District Parish Broadband Champions Meeting – 22 September 2011
Agreed: Cllr Drouet to attend on behalf of the Parish Council
- 11) CALC Circular – September 2011
- 12) Cumbria Constabulary – Dalston Newsletter
- 13) Local Government Group – Ageing Well Seminar Series 2011-2012
- 14) Society of Local Council Clerks – Cumbria Branch – Notice of Meeting – 13 September 2011
- 15) Cumbria County Council – Children's Services – Public Notice Proposed Welton School Closure
- 16) CALC Training and Development for Town and Parish Councils in Cumbria September 2011 – April 2012
- 17) Network Rail – Railway Communications System – Mast at Dalston Station
Agreed: Clerk to write to Network Rail regarding the installation of a 'Communications Board' at Dalston Station
- 18) Carlisle City Council, Community Engagement Directorate – Invitation to attend the Rural Support Group 10.00am – 12 noon, Monday 26 September 2011, Victory Hall Dalston
- 19) Dalston Recreation Association – request to hold bonfire on 5 November 2011
Agreed: Clerk to write to Recreation Association confirming permission to use The Green and to remind that the debris should be removed as soon as safe to do so.

17. CUMBRIA IN BLOOM 2011
 Cllr Millar and Mrs Haynes represented the Parish Council at the Awards Ceremony on 5th September 2011. Dalston were placed Runner-Up in the Category 'Best Large Village' with a Silver Gilt Award. The judging took place on 11th July 2011 and the judges have provided the following comments:
 Section A – Overall Appearance
 Clean, attractive, obvious that most residents take pride.
 Section B – Gardening (Horticultural) Activity
 Much of the population show understanding of what makes good gardening – plenty of good designs and high quality plants. Would like to have seen more varied interpretations and business interest.
 Section C – Consideration of the Environment
 In addition to 'own flower meadow' the area contains diverse habitats and this is acknowledged.
 Section D – Community Participation
 Scouts clean river, Schools, Parish magazine brought in 17 additional volunteers
 The residents of Barras House were awarded The Cumbria County Council, Carlisle Local Committee Award for Achievement in the Borough and were also joint winners of the Rose Lodge Rose Bowl for Best Residential Home. Dalston Station Gardeners were presented with a '2011 It's Your Neighbourhood Award of Level 4, Thriving'.

18. GARDENS AND MAINTENANCE
 There were no matters to report.

19. ACCOUNTS

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

Expenditure:

1	HMRC – National Insurance & PAYE – S Haynes	764.75
2	E Davidson – Cremated Remains Burial	40.00
3	Staples – Invoice 9003858	76.96
4	S Haynes – Nett Salary £902.14 & reimbursements £100.12	1002.26
5	AMEY – Invoices 90282140 & 90284978	939.32
6	BIFFA – Invoice 26/08/2011	153.82
7	J Rickerby – Reimbursement of costs re Engraving Scarecrow Trophy	12.95
8	M Watson – Cleaning of Forge Green Office January – September 2011	67.50
9	O2 – Mobile Phone Bill – August	27.36
10	BT – Internet Services	90.00
11	E0On – Electricity Charge 26 th May – 16 th August 2011	108.04
12	A McCallum – Invoice re Audit Responses	50.99
13	Carlisle City Council – Treatment of Wasp Nest – Forge Green	37.20
14	C Millar – Reimbursement of purchase of tulip bulbs for The Lamp	26.00
	TOTAL	3397.15

Income:

1	Carlisle City Council – Grant 2011-12	6637.00
2	C Collins – Rent – 2 Forge Green	390.00
3	L Watson – Rent – 1 Forge Green	251.33
4	Carlisle Stonecraft – Additional Inscription – Elizabeth Metcalfe	42.00
	TOTAL	7320.33

Bank Account Balances as of 31st August 2011

Community Account	£4,123.85
Saver Account	£68,935.18
Total	£73,059.03

Bank Reconciliation	
Balance at 1 st April 2011	£34,712.11
Income to 31 st August 2011	£51,696.54
	£86,408.65
Less Expenditure at 31 st August 2011	£13,349.62
Balance at 31st August 2011	£73,059.03

20. CEMETERY MATTERS

a) To record interments:

John Eric Forster – 15 August 2011 – Ward 5, Section C, Space 38 – Interment of Ashes

b) To approve applications for headstones, inscriptions and grave space purchases:

Carlisle Stonecraft – Additional Inscription in memory of Elizabeth Metcalfe – The inscription to read “Also his Dear Wife, Mam, Grandma and Great Grandma, Elizabeth (Betty) Metcalfe, Died 13th January 2011, Aged 83 years, Together Forever.”

Agreed: Clerk to write to Carlisle Stonecraft stating that The Council agreed to the additional inscription but has requested that the wording is changed to read as below:

And also Elizabeth (Betty) Metcalfe, died 13th January 2011, aged 83 years, a dear wife, mam, grandma and great grandma, together forever

c) To receive items of correspondence and take appropriate action.

d) Clerk to report any urgent maintenance matters and agree action as required.

An inspection of headstones has been carried out, with several identified as requiring repairs. The Clerk has started the process of notifying the relatives accordingly.

21. COUNCILLOR MATTERS

Cllr Craig – Following a Clerk’s progress meeting on Friday 9th September, Susan has agreed to work full time at Forge Green. I do however, wish to ask that Councillors do not make a habit of popping in too often as this is a distraction and Susan has a great deal of work in front of her at the moment and much of this work has time deadlines which must be adhered to. – Report submitted in writing and read by Cllr Kelsey.

Local Development Framework Core Strategy Options Paper – The consultation period for this paper runs from 19th September to Monday 31st October 2011 at 5.00pm. This is a very important paper and affects the future of Dalston in relation to Development and its position as a VILLAGE for the next 15 years. I therefore feel that it requires careful consideration over the next 4 weeks.

The paper already suggests that Dalston should be added to the list of Key Service Centres such as Longtown and Brampton to reflect the range of services/facilities and public transport. For example a school, shops, post office, pubs, church and village hall. As this did not arrive in time to be added to the agenda for September, I suggest that careful thought be given to its content and remarks passed to Susan to enable her to compile a reply for approval at the October Parish Council Meeting. This is a 70 page document and I will endeavour to circulate it to all members as soon as possible. – Report submitted in writing and read by Cllr Kelsey

Agreed: Clerk to email Parish Councillors link to document on Carlisle City Council Website. Paper copies requested by Cllrs Millar, Roberts, Baxter and Potter.

Cllr Baxter – Who has responsibility for the repairs and maintenance of the Railway Footpath? Surrounding grass is spreading onto paths.

Agreed: Clerk to write to Network Rail.

Cllr Drouet – Dead branches on tree adjacent to road end and who has responsibility for the maintenance.

Cllr Millar – Rose Castle – should Parish Council write to support remaining a ‘public accessible building’.

Allotments – article in Parish Magazine to gauge interest.

Agreed – Clerk to write to Church Commission expressing Parish Council support for the building to remain ‘public’.

Cllr Roberts – Digitise Cemetery Records – to obtain sample and item to be included in Agenda for 11th October 2011.

Removal of Parish Records from Archive Office – records were signed out by A McCallum in August 2009 and have not been returned. Cllr Rickerby confirmed that he had these records and would arrange for their return to the Archive Office.

Format of Annual Parish Meeting – should have been included in September agenda. Clerk apologised for omission and confirmed it would be included in Agenda for 11th October 2011.

Visit by Parish Councillors to Records Office – feasibility of a visit taking place October/November 2011.

Cllr Ebbatson – A resident has enquired as to the feasibility of a wind turbine on Barras Lane Industrial Estate. The turbine would be 15 metres high with 10 metre blades. A smaller turbine may be deemed more appropriate.
Cllr Craig attended the meeting at 8.50pm.

Cllr Craig – Boundary Commission – possibility of Dalston falling within the boundaries of Workington and Keswick.

10. DATE OF NEXT MEETING

Next monthly meeting to take place on Tuesday, 11th October 2011 at 7.15pm at Forge Green.

The meeting closed at 9.20 pm.