

## **DALSTON PARISH COUNCIL MINUTES**

Forge Green  
Dalston  
CA5 7QJ  
Tel: 01228 712766  
Email: clerk@dalston.org.uk

Minutes of the Annual Meeting of the Parish Council Meeting held at Forge Green, Dalston on Tuesday 10<sup>th</sup> May 2016.

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S. Milburn Clerk

Kevin Crawley (Cumbria County Council) spoke in regards to downgrading the Kingsway from a highway to bridleway.

It was explained that the Kingsway is an unclassified road with a traffic regulation order, this only allows permitted traffic to access the road. It was of Kevin's opinion that the extent of the adopted highway is 1.2m from the edge of the tarmac on either side; a definitive statement is to be made for future records as this contradicts previous advice.

It was stated that the County Council has duties under the Highways Act 1980 to protect highway users rights for passage along a highway and upkeep of the highway.

In order for the Parish Council to have the route downgraded to Bridleway status an application would need to be completed. The Parish Council was advised that the County Council has powers under the S116 of the Highways Act 1980 to stop up roads that are no longer necessary by recourse to the magistrate. If there are objections to the process it could be convoluted and costly as the application will need to go to a court hearing.

### **Present**

Cllr Auld	Cllr Byers	Cllr Baxter	Cllr Craig	Cllr Dalton	Cllr Drouet
Cllr Ebbatson	Cllr Kyle	Cllr Lancaster	Cllr Newton	Cllr Potter	Cllr Rickerby
Cllr Roberts	Cllr Smith				

### **Apologies**

Apologies were received from Cllr Cowen.

### **55/16 Election of Chairman for the Council year 2016/17**

Cllr Newton nominated Cllr Byers and this was seconded by Cllr Craig, all councillors were in favour.

Cllr Byers thanked Cllr Auld for all the work he has done over the past 3 years as chairman.

### **56/16 To accept Chairman's Declaration of Acceptance of Office**

Cllr Byers accepted office and signed the declaration.

### **57/16 To appoint a Vice Chairman for the Council year 2016/17**

Cllr Craig nominated Cllr Auld and this was seconded by Cllr Baxter, all councillors were in favour.

### **58/16 Committees & appointment of committee members year 2016/17**

The S106 working group is to be removed. Cllr Auld is to be removed from the Policy and Resource Committee. Cllr Drouet requested the Neighbourhood Plan Working Group is changed to the Neighbourhood Plan Steering Group.

### **59/16 Minutes**

The minutes of the Monthly Parish Council Meeting held on 12<sup>th</sup> April 2016 were approved and signed by Cllr Byers as a true record.

### **60/16 Requests for Dispensations**

There were no requests for dispensations.

### **61/16 Declarations of Interest**

Clerk for planning application 16/0380.

### **62/16 Public Participation**

Cllr McKerrell, Cllr Christian and Cllr Allison were in attendance. Also present were Claire Gray and Pat Jackson.

Cllr McKerrell is waiting for a response from Richard Wood in regards to the proposed roundabout scheme this was discussed at the start of the Story development.

Cllr Allison stated that the public toilets would now be serviced in the afternoon. As discussed at the last meeting a rota is to be implemented for the opening and closing of the facility. It was suggested that Crumbs, The Cumberland Building Society, the Florists and the Co-op along with other businesses in the Square are asked if they would volunteer to go on the rota. Possible opening times would be 8.30am – 6pm.

Cllr Allison has completed a survey of the Caldew Valley and is concerned that there has been a build up of rubbish and debris under Nelson Bridge. Concerns were also raised regarding the tree and debris under the White Bridge. Cllr Allison is to write to both John Stevenson and Rory Stewart.

### **63/16 Planning Decisions and Applications**

#### **Planning Decisions:**

**Appn Ref: 16/0018 S211** Church of St Michael, The Square, Dalston. Fell yew tree in cemetery. Grant permission.

#### **Planning Applications:**

**Appn Ref: 16/0303** High Carnaby, Raughton, Dalston, Carlisle, CA5 7AQ. Conversion And Extension Of Existing Barn To Provide 1No. Holiday Let. No observations.

**Appn Ref: 16/0380** 4 The Green, Dalston, Carlisle, CA5 7BQ. Demolition Of Existing Dwelling And Erection Of 5no. Residential Units (Revised Application). No observations.

### **64/16 Clerk and Chairman's Report**

- Thanks were given to Peter Ebbatson and Alan Dinning for organising the beacon event for the Queen's birthday on the 21<sup>st</sup> April 2016.

### **65/16 Correspondence**

- It was agreed to renew the CALC annual membership for a fee of £339.
- Steve Purdham (Cumbria County Council) has been contacted in relation to the overgrown hedges at Kingswood. Steve has agreed to speak to the owners (Lattimers), however work cannot be done on the hedges until after the nesting season. The councillors feel this is compromising the safety of road users, therefore a further letter is to be written expressing their concerns.
- Adam Williamson (Cumbria County Council) has confirmed that work to replace the lighting in Glebe Close would commence on the 27<sup>th</sup> April 2016.
- Thanks were given to Paragon Vets for replacing the memorial seat adjacent to Caldew Schools playing field.
- A press release has been issued in regards to the bulb thief and this has created some interest. As the case is ongoing all enquiries regarding the case are to be referred to the press office (Cumbria Police).

- Work has been stopped by Martin Tickner (Enforcement Officer Planning Department) on the garage development at Bridge End as the work on the building does not comply with the approved application.
- A request to purchase No. 2 Forge Green has been received from the current tenant. After discussions, councillors agreed that a letter should be written to the tenant explaining that at the moment the Parish Council are looking into various options in relation to the future of Forge Green and possible relocation opportunities, therefore at the present time this could not be considered. The tenant to be thanked for their interest.

#### **66/16 Annual Parish Meeting Report – Cllr Auld**

Cllr Auld reported that the meeting had been very well attended and 60 parishioners / councillors were present. One of the main concerns raised by parishioners was the parking issue at both Nine Rigg and Barras Close; a number of 6<sup>th</sup> formers are parking their cars there during school hours. Also at school drop off and pick up times these areas are extremely congested. It was agreed that a letter should be written to both the Head Teachers / Governors at Caldew School and St Michaels School expressing the Parish Councils concern. Cllr Allison is to look into the possibility of getting a traffic warden.

Concerns were also raised in regards to the speed limit within the village. The Clerk has been asked to enquire about getting a fixed speed camera along The Green.

Many of the councillors were in favour of a 20mph speed limit from Nestle to the Co-op.

#### **67/16 Library Update – Cllr Allison**

Cllr Allison explained that as a temporary solution the library will be located in the church. 3 pews from the south side of the nave will be removed enabling the library service to locate 6 mobile book cases for the display of up to 1,000 books, these books will be provided by the County Council.

Cllr Allison asked the Parish Council to sign a Hosting and Operation Library Link document, Cllr Dalton is to look through the document.

The library is to be manned by volunteers from within the parish and surrounding area.

#### **68/16 Village Toilet Update – Cllr Allison**

This item was discussed in public participation.

#### **69/16 Village Information Board Update – Cllr Byers**

A handout was distributed to the councillors detailing ideas of what should be included on the sign. At present this is to be a map running from Dalston Hall to Rose Castle, incorporating the key features along the way. Eileen Sinclair is to paint the pictures and Craig Mitchell draw the background. Ian Turnbull has been asked to complete the writing.

The councillors agreed that the sign should be A1 in size and they also requested that some of Dalston's history is incorporated.

Cllr Smith reiterated that £2,500 has been allowed for this project within the budget.

#### **70/16 Cumbria Waste Funding Update – Clerk**

The Clerk asked the council if they would like to apply for a grant to Cumbria Waste, this would enable the previously discussed project at Bridge End to go ahead. Councillors agreed that this should be discussed at the Property and Maintenance meeting on Tuesday 17<sup>th</sup> May 2016. The closing date for the funding application is the 30<sup>th</sup> August 2016.

#### **71/16 BIB Update – Cllr Auld**

The judging date for Cumbria In Bloom is the 7<sup>th</sup> July 2016 and the judging date for Britain In Bloom is to be the 8<sup>th</sup> August 2016.

Cllr Auld said that the BIB steering group have compiled a list of jobs to be completed, these include:-

- The Millenium Garden Fence to be fixed – Cllr Ebbatson to organise.

- The ground by the kissing gate near to the Jubilee Garden is to be levelled to allow better access for wheelchairs.
- The railings along the Green are to be painted; Clerk to organise the community payback team to carry out the work.
- The Jubilee Garden entrances are to be paved in accordance with the Kingsway car park. Lattimers have kindly donated £1,000 for the work to be done. Chris Scales was thanked for organising this.
- The leaf detritus is to be removed from the pavements along the Green.
- Filling in the pot holes between the Grasscrete along the Green.

Cllr Auld stated that he currently has a list of 50 volunteers to help with jobs within the parish.

### **72/16 Speed Limit within the village**

This item was discussed in the Annual Parish meeting report.

### **73/16 Cemetery Matters**

- To ratify the interment of the late John Winter in Ward 5, Section I, Space 11 on the 6<sup>th</sup> May 2016 at 1pm.
- To approve the purchase of Grave Space by Brenda Davidson, Ward 5, Section K, Space 46. Notification of Burial for the late John Arnold Smithson on the 5<sup>th</sup> May 2016 in Ward 5, Section K, Space 46.
- To approve an additional inscription Ward 4, Section C, Space 32. Also her dear husband, William Kavanagh, Died 26<sup>th</sup> March 2016, Aged 89 years, A loving Dad, Dearly loved grandparents.
- A tree survey has been completed on a sycamore tree within the cemetery, it concludes that the tree needs attention and within the next 10 years will need to be felled. Councillors agreed that the report be sent to the tree officer (Charles Bennett) and an application made to fell the tree.

### **74/16 Financial**

The authorisation sheet was discussed and the following payments approved.

PAYEE	DESCRIPTION	CHEQUE No	AMOUNT £
M. Watson	Cleaning Forge Green	000023	£60
Tower Mint	50 x Queen's 90 <sup>th</sup> Commemorative medals	000024	£128.40
Centrewire	2 x kissing gates for The Green	000025	£1,132.80
Wigton Town Council	Grass cutting	000026	£4,509
Dalston Aggregates	Visqueen for flower tubs – village entrance	000027	£127.20
Susan Milburn	Memorial plaque, 3 x key cut for cemetery, 2 x plaque Dalston Show Committee	000028	£103.98
Zurich Insurance	Event insurance (Beacon)	000029	£54.75
M. Capstick	3x Oak tree (The Green). Beech/Oak and flowering Cherry tree (Cemetery). Plants & compost for planters. Watering 6 weeks	000030	£1,497.29
E. Davidson	Grave digging (cremated remains area)	000031	£40
R. Auld	Chairmans allowance (BIB)	000032	£20
Mallinson Fabrications	2 x replacement cast iron bin tops	000033	£129.60
HMRC	Paye / National Insurance	000038	£398.74
KD Business Advisors	Clerk wages	000039	£931.23
<b>TOTAL</b>			<b>£9132.99</b>

- **Resolution approving the annual return for the financial year ended 31 March 2016**

Copies of Section 1 (Annual governance statement 2015/16) and Section 2 (Accounting statements 2015/16) had been circulated to all councillors prior to the meeting.

After reviewing both sections, the following resolution was proposed by Councillor Craig :

‘That the **Annual governance statement** in Section 1 is approved by the Council, and that the Chairman and Clerk be authorised to sign the section confirming the meeting’s approval and that the **Accounting statements** in Section 2 are approved by the Council, and that the Chairman and Responsible Financial Officer be authorised to sign the section confirming the meeting’s approval.’ Councillor Auld seconded the resolution.

The Chairman put the resolution to the meeting which was adopted unanimously.

- It was also requested that an accurate quote is obtained from Mike Capsticks, thus ensuring the Parish Council does not go over budget.
- Dalston Show Committee are to give the Parish Council £950 towards the replacement of the 2 new kissing gates on the Green.
- Cllr Smith was thanked for preparing the annual accounts.

#### **75/16 Councillor Matters**

- It was requested that there was a future Parish Council agenda item to discuss setting up an archive of published material relating to the village.
- The clerk was asked to write to highways in regards to the lack of communication relation the new no right turn implemented on the A595 at Cardewlees.
- It was requested that the cutting back of brambles is extended to Bridge End.
- The Clerk is to write to Carlisle City Council regarding the Glave Hill Court sign on the grass outside the Co-op. It is felt that the signage on the wall is more than adequate.
- A request was made to put a mirror opposite Station Rd pointing towards the square to help drivers when pulling out of the junction.
- Cllr Craig and Cllr Allison are to have a meeting in regards to reinstating the internal traffic audit in the village.
- Thanks were given to Dave Couling for completing the Parish Councils annual audit. As a token gesture he was given two bottles of whiskey.
- The recreation playground will be closed for 2 weeks from the 16<sup>th</sup> May 2016 for refurbishment.
- The street party is to take place on the 12<sup>th</sup> June 2016.
- Congratulations were given to Cllr Allison on his re-election.

#### **Date of Forthcoming Meetings**

Next meeting of The Parish Council to take place on 14<sup>th</sup> June 2016 at 7.15pm

Policy & Resource Meeting Dates for 2016:- 21<sup>st</sup> June and 20<sup>th</sup> September.

Property & Maintenance Meeting dates for 2016:- 17<sup>th</sup> May, 19<sup>th</sup> July and 25<sup>th</sup> October.

The meeting closed at 9.25pm