

## DALSTON PARISH COUNCIL MINUTES

Forge Green  
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Minutes of the Annual meeting of the Parish Council held on the 9<sup>th</sup> May 2017, 7.15pm at Forge Green.

S. Milburn Clerk

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### **Present**

Cllr Byers	Cllr Lancaster	Cllr Baxter	Cllr Potter	Cllr Roberts	Cllr Drouet
Cllr Kyle	Cllr Auld	Cllr Cowen	Cllr Craig	Cllr Newton	Cllr Kaye-Kreczkowski

### **Apologies**

Cllr Ebbatson      Cllr Dalton

Cllr Auld welcomed everyone to the Annual meeting of the Parish Council.

### **209/17 Election of Chairman for the Council year 2017/18**

Cllr Auld nominated Cllr Byers and this was seconded by Cllr Craig, all Cllrs were in favour.

### **210/17 To accept Chairman's Declaration of Acceptance of Office**

Cllr Byers accepted office and signed the declaration.

### **211/17 To appoint a Vice Chairman for the Council year 2017/18**

Cllr Kay-Kreczkowski nominated Cllr Auld and Cllr Baxter seconded this, all Councillors were in favour. Cllr Auld accepted and signed the declaration.

### **212/17 Committees & appointment of committee members.**

The committee and working group structure 2017-2018 was distributed to Councillors prior to the meeting. The list was discussed and no amendments were made.

### **213/17 Minutes**

The minutes of the Parish Council Meeting held on 11<sup>th</sup> April 2017 were approved and signed by Cllr Byers as a true record.

### **214/17 Requests for Dispensations**

There were no requests for dispensations.

### **215/17 Declarations of Interest**

Clerk for planning application 17/0355, Cllr Potter for planning application 17/0016/S211 and Cllr Cowen for agenda item 11 Cumdivock Church grass cutting.

### **216/17 Public Participation**

Cllr McKerrell and Cllr Allison were present, apologies were given for Cllr Christian. Also present were 14 members of the public.

Mr Ebbatson, Mr Ludlam, Mr Martin, Mr Parry and Ms Chambers spoke in relation to planning application 17/0307 and 17/0306.

Mr Brough and Mr and Mrs Nichol spoke in relation to planning application 17/0320.

Cllr Allison requested Madam Banks parking be on the June Parish Council agenda.

## **217/17 Planning Decisions and Applications**

### **Planning Decisions:**

**Appn Ref: 17/0210** Nestle UK Limited, Dalston, Carlisle, CA5 7NH. Extension To Powder Silo Building. Grant Permission.

**Appn Ref: 17/0190** 3 Hawksdale Pastures, Welton Road, Dalston, Carlisle, CA5 7EJ. Proposed Single Storey Extension To Enlarge Kitchen Provide 1no. Bedroom, Sun Room, And Sitting Room. Grant Permission.

### **Planning Applications:**

**Appn Ref: 17/0291** Chapel House, Raughton Head, Carlisle, CA5 7DD. Enlargement Of 1no. Ground Floor Window (LBC). No Obsevation.

**Appn Ref: 17/0307** Holly House, Gaitsgill, Dalston, Carlisle, CA5 7AH. Proposed New Dwelling. Clerk to request a site visit & propose the application is discussed at the next planning committee meeting; this will enable all those with concerns to express their thoughts.

**Appn Ref: 17/0306** Holly House, Gaitsgill, Dalston, Carlisle, CA5 7AH. Change Of Use Of Existing Barn To Form A Dwelling. Clerk to request a site visit & propose the application is discussed at the next planning committee meeting; this will enable all those with concerns to express their thoughts.

**Appn Ref: 17/0320** Land To North of Hill Top, Buckabank, Dalston, Carlisle, CA5 7AA. Erection Of Dwellings (Outline). No Observations.

**Appn Ref: 17/0092** Land To South East Of Orton Grange Roundabout, Orton Grange, Carlisle, CA5 6LA. Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 17/0092 To Amend Walling Materials And Change To House Type On Plot 2. No Observations.

**Appn Ref: 17/0016/S211** Land adjoining Townhead Rd/Dalston Showfield, Dalston, Carlisle. Removal Of Sycamore Tree. No Observations.

## **218/17 Clerk and Chairman Report**

- It was reported that Cllr Byers and the Clerk had a meeting at Lady Gilford House on the 26<sup>th</sup> April 2017 to confirm who the common land in the parish was allocated to. Two discrepancies were found, these were the Village Pound and the Pinfold at Gaitsgill these were marked incorrectly, it is hoped they will be corrected. Both sides of the riverbank are common land however they are not registered; the Councillors present agreed that Silent Quarry should be registered under Dalston Parish Council and requested this be an agenda item at the June PC meeting. Also to be an agenda item is the common land at Forge Green; Councillors are to discuss and decide if the walled garden should be de registered.
- A radiator has been fitted downstairs in No. 1 Forge Green.
- Singletons decorators have commenced work in No. 2 Forge Green.

## **219/17 Correspondence**

- A parishioner has requested to have a seat placed at the entrance to Madam Banks; this would provide a resting place for the more elderly parishioners who are finding the walk back to their homes increasingly difficult. The Councillors present requested this be put onto the June Property and Maintenance agenda.
- A parishioner has requested a dog warden to patrol The Green and the Kingsway. Clerk to contact Sue Tarrant (Wetheral Clerk) to seek information on a new poo bin initiative Carlisle City Council are promoting. Clerk also to contact the Council to see if it would be possible for them to send their dog warden to the village over the summer months.
- A parishioner has requested that the hump back bridge (Union bridge) is closed to through traffic and used for resident access only. Clerk to advise the parishioner to speak to highways as it is out of the Parish Councils control.
- Network Rail are to commence improvement works to Low Mill Level Crossing, this will commence on the 15<sup>th</sup> May 2017.

- The Andidrain report was circulated to Councillors prior to the meeting. Clerk to contact Helen Renyard (Cumbria County Council) to request a supporting report outlining their recommendations; a representative is also to be invited to the next Property and Maintenance meeting on the 20<sup>th</sup> June 2017 to explain the findings in more detail.
- The Parish Council approved the annual CALC membership of £345.78

#### **220/17 Dalston Neighbourhood Plan**

The draft Neighbourhood plan was circulated to Councillors prior to the meeting. Cllr Drouet explained on the Parish Councils approval the document would be submitted to Carlisle City Council for public consultation and then for independent inspection. The inspector may produce a list of things that need to be changed, they will also check the documents legality. After the local authority have had a 6 week consultation and the plan passes inspection, a referendum will be held in Dalston Parish and the Dalston Neighbourhood Plan will become law. It was also stated that the plan is a private document and will become available to the public in due course. All the Councillors present were in favour of the plan being submitted to Carlisle City Council. Cllr Auld commended Cllr Drouet, Cllr Dalton and their team for their fantastic work on the document

#### **221/17 The Square, The Green & The Grange Entrance (Townhead Rd)**

Cllr Auld gave a report from his meeting with Gary Scott (Cumbria County Council). It was reported that highways are to tar and chip The Square surface in June this year; they will also make good the area by the Cumberland Building Society. They have also agreed to re- lay the 120 metres of grass crete along The Green, however the Parish Council would be responsible for the cost of the materials; if agreed the work could commence in the Autumn.

It was also discussed that the piece of grass outside The Grange on Townhead Road may be paved and made into a footway; dropped kerbs would be placed on either side of the road; thus making a safe crossing for pedestrians.

It was also noted that the roundabout on Station Rd is to be re visited.

The Clerk was asked to get prices to make good areas of road by the recreation ground.

#### **222/17 Cumdivock Church Grass Cutting**

- The Parish Council agreed the fee of £225 per annum for Wigton Town Council to maintain the grass at Cumdivock Church. Clerk to complete variation order. It was noted that the Cowen family have maintained the grass for the past 85 years.

#### **223/17 Summerfield Play Area**

- A meeting was held on the 24/4/17 with Luke Leathers (Carlisle City Council) to discuss the Summerfields play area. Their preferred option would be to have a 7 year rolling lease with a peppercorn rent as this would be the quickest and cheapest way for the Parish Council to acquire the land. Carlisle City Council have agreed to remove the old play equipment from the area in June. Due to not receiving the draft lease agreement it was proposed by Cllr Roberts and seconded by Cllr Auld to arrange a special meeting to discuss the lease as soon as it becomes available; all councillors were in favour of this. Clerk to arrange.
- Carlisle City Council also asked if the Parish Council would be prepared to take over their grass cutting responsibilities within the Dalston Parish. A map of the areas in question was circulated, however no decision could be made without further information in regards to costs and reimbursement. Cllr Allison is to speak to Luke in relation to Cummersdale taking over their grass cutting.

## 224/17 Financial

The authorisation sheet was discussed and the following payments approved.

PAYEE	DESCRIPTION	CHEQUE No.	AMOUNT £
Zurich Insurance	Insurance renewal	000173	£1,325.40
Ann Byers	Printer Forge Green	000174	£74.99
Environmental Agency	License Fee – Mill Race	000175	£170
Eric Davidson	Grave Digging – Late Annie Dinning	000176	£320
Dalston WI	Refreshments Annual Parish Meeting	000177	£50
Ann Byers	Ink cartridges	000178	£215
Sue Milburn	Flowers – Retirement & Stationary	000180	£118.40
Craig Mitchell	Stamps FG	000181	£7.80
Dalston Aggregates	3 x ½ barrels Dalston Surgery	000182	£108
Primrose Hall Gaitsgill	PC meeting hall hire	000183	£15
Pat Geddes	Britain In Bloom Dalston Surgery	000184	£160
Wigton Town Council	Dalston Parish / Cemetery grass cutting	000185	£4,576.50

- The Clerks / RFO agreed salary, PAYE & NI was paid.
- The Parish Councils insurance policy was distributed to Councillors prior to the meeting. Clerk to enquire what cost would be incurred if ‘Contract Disputes’ was added to the policy.
- The following clause was approved, to be added to 11b in the Financial Regulations “Where however the contract relates to the execution of ongoing works or specialist services the price may be negotiated with the existing supplier of the relevant works or services as provided for in clause 11c”.

## 225/17 Cemetery Matters

- Cllr Craig gave a report from the Cemetery Working Group meeting that was held on the 24<sup>th</sup> April 2017 and reported the following:-
  - 4No Steel Bench Seats are to be replaced as the present ones are corroding and sharp rusty edges are now visible. The group would look into the availability of suitable robust benches and arrange with the Clerk to obtain estimates. It was noted that these seats have been in place for around 20 years without the need for any maintenance and we should look at this type of seat again.
  - The paths were inspected and an area at the North of the Cemetery is in need of re-surfacing, a budget price for the work is to be obtained.
  - The timber fencing at the Kissing Gate onto St Michaels Footpath is rotten and needs to be replaced. Clerk to organise.
  - The Clerk / RFO to check the work pending, ordered or carried out by Orchard and bring the Schedule up to date with prices and completion dates.
- To ratify the interment of the late Annie Dinning in Ward 5, Section I, Space 28 on the 25<sup>th</sup> April 2017 at 2pm.  
To ratify the memorial headstone and following inscription for the late Betsy Gate. In Loving Memory of Betsy J.A.F Gate nee Wilkinson, 1924-2017, Her Beloved Husband Ernest Gate 1919-1959, His Brother R. James Gate 1911-1993, And Their Parents Jemima Gate nee Moffat 1886-1957, Robert J.Gate 1887-1953. To be green slate 36”x24”x3”.
- The Dalston Cemetery Policy is to be reviewed at the next P&R meeting on the 30<sup>th</sup> May 2017.

### **226/17 Councillor Matters**

- Cllr Baxter wanted to ensure all of the queries raised at the Annual Parish Meeting on the 2<sup>nd</sup> May 2017 are addressed.
- Cllr Kay-Kreczkowski asked for an update on the Gaitsgill Rd closure; as soon as Cllr McKerrell gets any information she will inform the Council.
- Cllr Auld requested that Bridge End parking is put onto the Parish Council agenda on the 13<sup>th</sup> June.
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### **Date of Forthcoming Meetings**

Next meeting of The Parish Council to take place on 13<sup>th</sup> June 2017 at 7.15pm at Forge Green.

Policy & Resource Meeting Dates for 2017:- 30<sup>th</sup> May, 29<sup>th</sup> Aug & 7<sup>th</sup> November.

Property & Maintenance Meeting dates for 2017:- 20<sup>th</sup> June & 26<sup>th</sup> September.

The meeting closed at 9.40pm.