

DALSTON PARISH COUNCIL MINUTES

Forge Green
Dalston
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Minutes of the monthly Parish Council Meeting held at the Forge Green on the 12th June 2018.

S. Milburn Clerk

Present

Cllr Byers	Cllr Drouet	Cllr Baxter	Cllr Brewster	Cllr Allen	Cllr Ebbatson
Cllr Kyle	Cllr Potter	Cllr McKerrell	Cllr Utting	Cllr Craig	Cllr Kaye-Kreczowski

Cllr Dinning

Apologies

Cllr Auld and Cllr Roberts

Minutes

Resolved to authorise the Chairman to sign, as a correct record, the minutes of the Annual Parish Council Meeting held on 8th May 2018.

Requests for Dispensations

There were no requests for dispensations.

Declarations of Interest

Clerk agenda item 6. Cllr Craig Planning Application 18/0441.

66/18 Public Participation

Apologies were given for Cllr Christian. Cllr Allison was in attendance and 5 members of the public. Cllr Allison informed the Council that he has requested a number of replacement road traffic signs within the Parish.

Members of the public spoke in regards to planning application 18/0454 and 18/0421.

67/18 Planning Applications:

Planning Decisions:

Appn Ref: 18/0096 Land at Birds Hill Farm, Raughton, Dalston, Carlisle, CA5 7AQ. Replacement Of Livestock Shed. Grant Permission.

Appn Ref: 17/0884 Land adjacent 25 The Green, Dalston, Carlisle, CA5 7QB. Demolition Of Stone Barn, Conversion Of Former Terrace Cottages And Erection Of Two-Storey Extension To Form A Single Dwelling And Erection Of New Dwelling To The End Of The Terrace. Grant Permission.

Appn Ref: 18/0238 7 Low Mill, Dalston, Carlisle, CA5 7JU. Erection Of Porch To Side Elevation; Installation Of 4no. Roof Lights. Grant Permission.

Appn Ref: 18/0260 Chauffeurs Cottage, Rose Castle, Dalston, Carlisle, CA57BY. Installation of Mechanical Extract Fan in First Floor Bathroom and Hood Extract Fan in Ground Floor Kitchen (LBC). Grant Permission.

Appn Ref: 18/0266 33 Low Moorlands, Dalston, Carlisle, CA5 7PA. Erection Of Detached Single Garage And Single Storey Rear Extension To Provide Kitchen And Utility Room. Grant Permission.

Appn Ref: 18/0265 Barns adjacent to Hudbeck Farmhouse, Raughton Head, Carlisle CA5 7DJ. Conversion of Barns to 2 No. Dwellings (1 with Annexe) and associated infrastructure without compliance with conditions 2 (Approved Documents) & 7 (Annexe) imposed on planning permission 15/0696 for design alterations and to amend wording so that the annexe belongs to Unit 2. Grant Permission.

Appn Ref 17/0753 Low Mill Barn, Low Mill, Dalston, Carlisle CA5 7JU. Formation of Flood defences including raising of existing Access Track (Retrospective). Refuse Permission

Appn Ref: 18/0293 Moniaive, 20 Carlisle Road, Dalston, Carlisle CA5 7NG. Two storey side extension to provide study and pantry on ground floor with dressing room and bathroom above; single storey rear extension to provide office. Grant Permission.

Planning Applications:

Appn Ref: 18/0454 Rose Castle, Dalston, Carlisle, CA5 7BZ Change Of Use From Bishop's Residence To A Conference Centre (Mixed Use). The Parish Council expressed their support for the new centre and hope it will also be used by schools for educational purposes.

Appn Ref: 18/0387 Land adjacent Buckabank Hall, Buckabank, Dalston, Carlisle, CA5 7AA. Change Of Use Of Land Adjacent Recently Approved Permission 16/0907 (For The Erection Of 2no. Dwellings) To Increase Plot Sizes. No Observations.

Appn Ref: 18/0368 Buckabank House, Buckabank, Dalston, Carlisle CA5 7AA. Demolition of Existing Single Storey Side Extension: Erection of Two Storey Rear Extension to Create WC and Boot room on Ground Floor with En Suite and Dressing Room to Existing Bedroom above. No Observations.

Appn Ref: 18/0421 Barras House, Barras Close, Dalston, Carlisle, CA5 7NT. Change Of Use From 19no. Sheltered Housing Units To 2no. Flats And 7no. Houses; Demolition Of Single Storey Rear Offshoot; Window And Door Replacements; External Alterations To Provide 5no. New Entrance Points And Re-Rendering Of Elevations; Provision Of Private Gardens To The Rear And 8no. Additional Car Parking Spaces And 8no. Bin Stores To The Front. Correspondence received from parishioner regarding this application. The Parish Council have very serious concerns with the lack of proposed car parking spaces. They proposed that No.20 on the submitted plans be demolished and replaced with extra car parking. It was also noted that residents in the flats could use the car parking spaces at the rear of their properties.

Appn Ref: 18/0421 Notification of Amended Details/ Further Information

CA13/18 Application to correct non-registration or mistaken registration.

Applicant: Dalston Parish Council.

Register Unit Number:CL211.

Appn Ref: 18/0023/S211 Kingsway, The Square, Dalston, CA5 7PH. Works To Chestnut Tree Crown By 2.5m And Remove Low Hanging East Limb; Minor Crown Oak Tree And Removal of 4no. Low Branches; Fell Cherry Tree And Remove Lower Branches To Enable Grass To Be Cut. No Observations.

Appn Ref: 18/0022/S211 Dalston Parish Council, Forge Green Office, Riverside, Dalston, CA5 7QG. Cut Back Vegetation In Woodland Adjacent To Parish Council Office. No Observations.

Appn Ref: 18/0024/S211 Jubilee Garden, The Square, Dalston, CA5 7PH. Work To Sycamore, Cherry, Maple And Copper Beech Tree. No Observations.

Appn Ref: 18/0021/S211 St Michaels Church, The Square, Dalston, CA5 7LL. Removal Of 2no. Yew Tree Stumps From Church Yard. No Observations.

Appn Ref: 18/0025/S211 Bridge End, Dalston, Carlisle. Remove Self Seeded Cherry Trees. No Observations.

NOTIFICATION OF WITHAWN APPLICATION

Appn Rf: 18/0213 Land Opposite Hawthorn Cottage, Unthank, Dalston, CA5 7BA. Erection Of 1n.Dwelling (Outline).

Local Government Act 1985 Street Naming And Numbering

Application No: 18/0054/SNBN Former White Quey Inn, Stoneraise, Durdar, Carlisle, CA5 7AT
Plot 1 – Willow View, Plot 2 – Goldon Oaks, Plot 3 – Ash Tree House, Plot 4 – The Birches, Plot 5 – Maple House. The Parish Council would prefer the main property to be named White Quey House and Ash Tree House not to be used because of potential confusion with other properties in the parish of that name.

68/18 Clerk and Chairman Report

- In order to remove the BT pole opposite the Church a fee of £297 must be paid in order for a survey to be completed; this will ensure the pole isn't providing a service to any other property. If the pole is redundant the fee will be refunded. The Parish Council agreed that it should be BT's responsibility to remove the pole.

- A meeting has been arranged with Eden River Trust on the 15th June at 9.30am to discuss the river bank erosion on the river Caldew. All Councillors were invited to attend.
- Councillors were informed that the new tenant had moved into No.2 Forge Green.
- It was also reported that there had been a leak in No.2 Forge Green and that a plumber had been called to fix a joint under the kitchen sink.
- 3 quotes have been obtained for tree works within the Parish. The most competitive quote being £1,100 Ex VAT. Work to commence as soon as planning consent is granted and the nesting season has finished.
- The application for the relocation of the flag pole has been returned as a planning fee of £117 is required. After discussion it was agreed to go ahead with the application.

69/18 Correspondence

- An email has been received from County Highways confirming that the Highways Authority and Story Homes are currently working together to design a roundabout scheme at Station Road / Carlisle Road junction.
- A letter of thanks has been received from Dalston Festival Committee in regards to the grant received for the Flower Festival.
- A letter has also been received from Hospice at Home thanking Britain In Bloom for the donation received for their garden project.
- A response has been received from Northern Rail which does not address issue of trains not stopping when they are running behind schedule. Cllr Byers brought the issue to the attention of John Stevenson MP at a recent meeting and Cllr Baxter has also written to John Stevenson and Rt Hon Chris Grayling MP, Minister for Transport.
- Councillors were reminded that if they have any changes to their interests a Notification by Member of Pecuniary and Other Registerable Interest form must be completed within 28 days of the change taking place.
- The quote from Westwood to replace the Laurel hedge and shrubbery was approved.
- A parishioner has conveyed their concerns regarding the excessive amount of grass cutting at Bridge End.

70/18 Leaving Present Protocol

It was agreed that there could not be a set protocol and that it will be at the discretion of serving Councillors to consider what they would like to do when someone leaves. (N.B. This relates to individual contributions and not parish funds).

71/18 Bollards – Grange Park Rd

3 bollards have been placed at Grange Park Road. The individuals responsible for placing them there stated it was done to prevent fly tipping and keep the area tidy. Photographs were circulated to Councillors showing the location of the bollards and previous fly tipping.

72/18 Seat Request for The Square

It was agreed that it was not feasible to install a seat where requested and alternative seating is available.

73/18 Rose Bridge Weight Limit

This was discussed and no further action is to be taken.

74/18 Policy & Resource Meeting Update

- Model Standing Orders have been updated By NALC following changes to Data Protection Legislation. RFO has updated our Standing Orders to reflect the changes.
- RFO to look at our Cemetery documentation and draft a letter for consideration by the Parish Council which can be to be sent in future to next of kin when repairs are required to memorial stones.
- Suggestions for grant applications to the Dalston & Burgh grants panel were a picnic bench for Bridge End, an ornate seat for The Jubilee Garden, a larger litter bin on Kingsway and cleaning materials for village signposts.

- Cllr Craig offered to carry out the risk assessment for Summerfield Play Area.
- RFO is to obtain a quote for a Condition and Maintenance Report to be prepared for Forge Green.
- The Internal Audit Report has been received and in view of the satisfactory report it was not felt necessary for the Internal Auditor to attend and speak at the Parish Council Meeting.

75/18 Property & Maintenance Meeting Update

- Cllr Ebbatson to replace the 6 broken flower baskets located at the front of the church.
- Work to be completed in the cemetery includes removing the ivy from the roadside wall, ensuring the paths/edges are weeded, ensuring the Gardhouse graves are tidied and the hedge on the side of the river bank is maintained as per contract.
- It was agreed the Coltsfoot in Ward 5 be removed. On the recommendation of Westwood this will be sprayed with roundup 3 times with 2 weeks interval between each spray. It was decided to spray one metre back from the path.
- Once the area is sprayed the path is to be re tarmacked.
- It was agreed the Silver Birch tree should remain in the cemetery.
- It was agreed to have the Lime Trees in the cemetery and the Chestnut Tree on The Green surveyed by UPM Tillhill.

Kingsway Car Park

- The car park is to be sprayed with weed killer.
- The broken grids in the car park are to be replaced and extra gravel put onto the parking area.

Summerfield Play Area Maintenance Plan

- Clerk to liaise with Cllr McKerrell regarding implementing a maintenance plan / safety check sheet for the play area.

Gym Equipment

- It was agreed that Carlisle City Council be contacted regarding their newly installed gym equipment at Bitts Park as they will be able to give advice on the application process etc.

76/18 Traffic Count Update

- A traffic counter has been ordered for Stockdalewath and an additional counter ordered to be placed at Raughton following a Parishioners request.
- Cllr Allison to organise a student to collate the traffic count data as previously discussed.

77/18 Forge Green

- Quotes for both a gas and electric fire were circulated to Councillors. It was agreed that the Clerk obtain prices to purchase a convactor heater.
- The front door replacement has been ordered and will be done within the next four weeks.
- It was agreed that decorating Forge Green should be put on hold until 2019.

78/18 Kingsway Car Park

- Cllr Brewster volunteered to look into funding possibilities for car park lighting and Cllr McKerrell agreed to speak to Carlisle City Council in regards to charging points for electric vehicles.

79/18 Summerfield Play Area Grass Cutting Variation

- The following grass cutting variation for the Summerfields Play Area was approved:- To cut fortnightly through the summer months at a cost of £16 per cut.

80/18 Financial

The following payments were approved.

Chq	Payee	Details	£
378	Dalston Aggregates	5 ribbed plant pots and gravel Dalston in Bloom	822.00
379	Zurich Municipal	Additional insurance for Summerfield Play equipment	149.63
380	Home EPC	Energy Assessment for 2 Forge Green	65.00
381	Carlisle Business Supplies	Inks	99.96
382	Gary Ward Drainage	manhole top	85.00
383	Dalston Victory Hall	Hire of Hall for Annual Parish Meeting	25.00
384	O Roberts	2 trellis panels for public toilets	47.00
385	S Milburn	Postage 1.26 Printer paper 41.86 Stamps 13.44 Notices 9.00	65.56
355	Border Pest Control	Mole catching in the Churchyard (3) and Recreation Field (1)	72.00
356	Carleton Paving	Repair cemetery path and 11 headstone repairs	2,355.00
357	Brian Hetherington Ltd	New Boiler 2 Forge Green 2028.00 Signpost paint 180.05	2,208.05
Total			£5,994.20

The Clerks/RFO agreed Salary, PAYE and National Insurance was paid.

- The amended Standing Orders were approved subject to RFO confirming paragraph 12 e regarding publishing draft minutes on the website was correct.
- The points raised by the Internal Auditor are being addressed.

- The Annual Governance and Accountability Return has been submitted to the external auditor and the public can exercise their right for the next thirty days to inspect the accounting records.
- Grant Applications have been submitted to the Dalston And Burgh grants panel for a picnic bench and an ornate metal seat. The panel decision will be known at the start of July.
- The Dalston in Bloom Committee met on 10th May 2018 to approve grant applications. It had been agreed at the Parish Council meeting on 8 May 2018 that cheques could be written and distributed. The following grants were made and have been paid:

Cheque No.

000350	Caldew School	80.00
000351	The Forge	100.00
000352	Grange Gardening Group	200.00
000353	Dalston Festival	300.00
000354	Hospice at Home	100.00
		<u>£780.00</u>

81/18 Cemetery Matters

- A new cemetery working group has been formed, Cllr Craig, Cllr Auld, Cllr McKerrell, Cllr Dinning, Cllr Ebbatson, Cllr Utting, Cllr Potter and Cllr Allen are now members of the committee. Ian Newton and Liz Craig are also to be invited to join the group. Others would be welcome.
- Cllr Dinning confirmed there is a barn owl in the Hearse House nesting box. Installing a camera for educational use is to be discussed at a later date.

82/18 Councillor Matters

- A parishioner has requested for a seat to be placed in the doctor's surgery. It was agreed there was not enough space and that a seat had recently been placed on Townhead Road and this is located just outside the surgery.
- Cllr Byers informed the Council that work on the village information board is still ongoing and that the images drawn by Eileen Sinclair are currently being re sized.

Date of Forthcoming Meetings

Next meeting of The Parish Council to take place on 10th July 2018 at 7.15pm at Forge Green.

Policy & Resource Meeting Dates 2018:- 31st July and the 30th October.

Property & Maintenance Meeting Dates 2018:- 18th September.

The meeting closed at 9pm