

DALSTON PARISH COUNCIL MINUTES

Forge Green
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Minutes of the monthly Parish Council Meeting held at Forge Green, Dalston on Tuesday 9th January 2018.

S. Milburn Clerk

Present

Cllr Byers	Cllr Drouet	Cllr Baxter	Cllr Dalton	Cllr Roberts	Cllr Kaye-Kreczkowski
Cllr Kyle	Cllr Cowen	Cllr Auld	Cllr Utting	Cllr Potter	

Apologies

Cllr McKerrell Cllr Craig Cllr Ebbatson Cllr Glencross

Minutes

Resolved to authorise the Chairman to sign, as a correct record the minutes of the Parish Council Meeting held on 12th December 2017.

Requests for Dispensations

There were no requests for dispensations.

Declarations of Interest

Cllr Potter and Cllr Dalton for planning application 17/1100.

1/18 Public Participation

Cllr Allison sent his apologies and requested the following be reported in his absence:-

- Gareth Scott (Highway Network Manager) has confirmed that if the Parish Council purchase the grasscrete panels for the area outside the Methodist Chapel highways will provide the labour to install them during the non-growing season when they are able to deploy staff.
- Cllr Allison is writing a letter to Riverside asking if they would be willing to allow a section of land at Madam Banks to be laid out and used for resident parking.
- The issue of The Square is to be raised at the Local Committee meeting, it is on the schedule but as yet has no date.
- The pot holes on the B5299 between The Square and the post office at Station Road have been reported to better highways.

2/18 Planning Decisions and Applications

Planning Decisions:

Appn Ref: 17/0881 Bluebell House, Buckabank, Dalston, Carlisle, CA5 7AF. Repair and Restoration Of Fire Damaged Cottage (LBC) Grant Permission.

Appn Ref: 17/0959 Haddon Cottage, 48A The Green, Dalston, Carlisle, CA5 7QD. Erection Of Replacement Conservatory To Rear Elevation. Grant Permission.

Appn Ref: 17/0887 11 Carlisle Rd, Dalston, Carlisle, CA5 7NG. Erection Of Replacement Bungalow And Detached Garage. Grant Permission.

Appn Ref: 17/0955 Hawksbank, The Gill, Dalston, Carlisle, CA5 7JP. Erection Of Two Storey And Single Storey Side Extensions To Provide Lounge And Utility On Ground Floor With En-Suite Bedroom Above Together With Erection Of Detached Double Garage. Grant Permission.

Appn Ref: 17/1023 Gaitsgill Hall Farm, Gaitsgill, Dalston, Carlisle, CA5 7AH. Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 17/0625 To Change The Roof Detail From Mono Pitch To Dual Pitch. Grant Permission.

Planning Applications:

Appn Ref: 17/0090/S211 22 The Green, Dalston, Carlisle, CA5 7QB. Removal Of 3no. Leylandi Trees. No Observations.

Appn Ref: 17/0970 Forge Green, Dalston, Carlisle, CA5 7QG. Replacement Of Existing Multiple Glazed Panel Front Door With Part Glazed Four Panel Door (LBC). No Observations.

Appn Ref: 17/1100 2 Glave Hill, Dalston, Carlisle, CA5 7PZ. Single Storey Rear Extension And Roof Over Existing Extension. No Observations.

Appn Ref: 17/1107 Plot 8, Greensyke Court, Cumdivock, Dalston, Carlisle, CA5 7JW. Conversion Of Existing Stone Building To Provide 2no. 2 Storey Dwellings. Concerns were raised in regards to access to the site, the increase in traffic density and the poor condition of the Road.

NOTIFICATION OF AMENDED DESCRIPTION OF PROPOSAL

Appn Ref: 17/1008 Lime House School, Dalston, Carlisle, CA5 7BX. Erection Of Dormitory Block. No Observations.

3/18 Clerk and Chairman Report

- The Parish Council agreed the gas fire in the meeting room should only be replaced when faulty.
- It was reported that the RFO is on jury service from the 22nd January -2nd February 2018.
- The Electors Annual Parish Meeting is to be held on the 1st May 2018. Clerk to book the Victory Hall. Cllr Auld suggested Chris Hardman attends the meeting to present details on the Southern Relief Road. This will also be an agenda item at the next Parish Council meeting.
- Due to the AGM on the 1st May 2018 the Policy and Resource meeting has been moved to the 22nd May 2018.
- The Summerfield Lease has been completed. The play equipment has been ordered and is due to be fitted in February. A meeting with the approved installer is to be held on the 16th January 2018, the Clerk, Cllr McKerrell and Cllr Byers to attend. Clerk to request additional money from the S106 funds to replace the damaged litter bin.
- Cllr Utting to attend a new Councillor course on the 22nd January 2018.

4/18 Correspondence

- CALC have invited a representative from the Parish Council to attend a free workshop by DPO Centre Ltd on the 1st or 2nd March 2018. The company provides a data protection officer service to Parish Councils. Cllr Byers to attend workshop on the 1st March.
- Correspondence has been received in regards to a damaged gate post at Station House. The parishioner requested the hedge cutting contractor be contacted as the damage coincided with the hedges being cut. The contractor was contacted and stated that he had not hit the post in question. Clerk to inform the parishioner.
- NALC has been requested by the Lord Chamberlain's office to inform member councils that Her Majesty will be hosting a Royal Garden Party at Buckingham Palace on the 31st May 2018 and Cumbria Association has been allocated 4 places. Cllr Dalton nominated Cllr Byers to attend, this was seconded by Cllr Kaye-Kreczkowski. Clerk to complete the relevant forms and return to CALC by Tuesday 30th January 2018.
- RFO to speak to Armstrong's in relation to funding for the planters at Bridge End.

5/18 Property & Maintenance Meeting Date June 2018

- On request the Property and Maintenance meeting has been cancelled on the 26th June 2018. A new date for the meeting will be decided at the Property and Maintenance meeting on the 20th March.
- The RHS Britain In Bloom 2018 finalist seminar is to be held in Birmingham on the 1st February 2018 at a cost £25 per person. 2 representatives from Dalston will be attending the seminar; the Parish Council agreed to pay the £50 fee plus travel expenses. RFO to complete the booking form.

6/18 Toilet Locking System (Public Toilets)

Carlisle City Council are to provide a quote.

7/18 Asset Register

Following the Internal audit 2017-18, Dave Couling recommended that for insurance purposes certain assets on the asset register are monitored more regularly, these include seats and bus shelters where a claim is more likely. Cllr Byers to speak to Dave in relation to this. It was agreed the RFO adjust the asset list, grouping together the assets each Councillor are responsible for, this will make it easier for Councillors to follow. It was also agreed that Councillors take pictures of the assets they are responsible for.

8/18 Traffic Count 2018

It was resolved to include Stockdalewath in the 2018 traffic count.

9/18 Forge Green Works

- It was reported that one window in both No.1 and No.2 Forge Green had been replaced.
- The drains outside No.1 and No.2 Forge Green have been rodded as they were blocked.
- Mike Turk (Roofer) has been contacted as damp patches have appeared on the bathroom ceiling in No.1 Forge Green.

10/18 Financial

The authorisation sheet was discussed and the following payments approved.

Chq	Payee	Details	£
310	SH Electrical	Repair Gas fire in FG Meeting room £36.00 Instal lamps in outside lights £46.44	82.44
311	Eric Davidson	Grave digging for E O Neil and J Reid	640.00
312	Dalston Parish Charitable Trust	2017 Grants	2,500.00
313	Carlisle Business Supplies Ink Cartridges		51.96
314	Stephanie Diver	Gloves	14.99
315	Colophon Print & Design	Neighbourhood plan banner & flyers	261.80

316	S Milburn	January & Referendum Notices	18.00
317	Bourne Business Centre	Call transfer and PAYE services Sept 17- Feb18	216.00
318	Royal Horticultural Society	BIB seminar	50.00
Total			£3,835.19

The Clerks / RFO agreed salary, PAYE & NI was paid.

- The RFO reported that the burial grant representing 40% of the deficit for the cemetery for 2017 had been received from Carlisle City Council. This amounted to £1,097.20.
- The RFO reported that the 9 month accounts to 31 December 2017 already circulated showed that income was close to budget. Expenditure however was ahead of budget which was due mainly to expenditure on Forge Green property and work in the cemetery for levelling grave spaces and repair of the paths. The accounts show a small surplus for the 9 month period which is slightly below budget.

Cllr Kyle thanked Margaret (RFO) for producing very clear 9 month accounts, and all Councillors agreed.

11/18 Cemetery Matters

- To ratify the burial of the late Esther O'Neill on the 19th December 2017 at 11am in Ward 5, Section I, Space 19.
- To ratify the burial of the late Jennifer Reid on the 5th January 2018 at 11.30am in Ward 5, Section J, Space 13.
- The Clerk reported that the niece of the late Jennifer Reid had contacted the Parish Clerk to arrange the burial of her aunt in Ward 5, Section H, Space 11. When verifying this information the following was recorded in the Register of Purchased Ground:
Ward 5, Section H, Space 11 – space purchased by Ms Reid on the 10th December 1985. However when locating the grave space in the cemetery the space was already taken by the late Bryan Greenwood whose headstone was in place.
The Register of Purchased Ground verified that Mrs Greenwood purchased a burial space in Ward 5, Section J, Space 13 on the 6th July 2012. Mrs Greenwood has been notified of the irregularity and a new Exclusive Rights of Burial Form has been completed.
The niece of the late Jennifer Reid has also been informed of the irregularity and agreed to have burial space Ward 5, Section J, Space 13; a new Exclusive Right of Burial Form has been completed. The necessary amendments have been made in both the Register of Purchased Ground book and the Register of Burial book.
It was agreed that a £200 reduction be made to the family of the late Ms Reid as a gesture of good will.
Zurich insurance to be contacted in regards to where the Parish Council would stand if this happens again in the future.
- Cllr Roberts requested an update on the work to be completed on the Lime trees by the riverbank in the cemetery.

12/18 Councillor Matters

- Cllr Dalton informed the Council that she has written an article in relation to the Neighbourhood plan and this will be in the evening news on the 10th January and in the Cumberland News on the 12th January.

- Cllr Dalton stated that when it is dark it is very difficult to see the barrel planters on the pavement outside the Glave Hill car park.
- Cllr Dalton expressed concern in relation to vehicles parking on and blocking the pavement in Bishops Way.
- Cllr Drouet requested that the Councillors present encourage friends in the Parish to vote in the Neighbourhood Plan referendum on the 22nd February.
- Cllr Roberts asked what the wooden pole was for outside Manor House. Cllr Cowen explained BT had erected it for the telephone line in the church, but they had since decided to use a different route. BT to be requested to move post.
- Cllr Roberts asked when the repairs would be done to the bus shelter on The Green. The Clerk reported the work hadn't been forgotten and will be done when the contractor is available.
- Cllr Roberts asked why St Michaels School had received a poor Ofsted report. Cllr Byers stated that the Governors would be appealing.

Date of Forthcoming Meetings

Next meeting of The Parish Council to take place on 13th February 2018 at 7.15pm at Forge Green.

Policy & Resource Meeting Dates 2018:- 30th January, 22nd May, 31st July and the 30th October.

Property & Maintenance Meeting Dates 2018:- 20th March, TBA June and 18th September.

The meeting closed at 8.45pm