

## DALSTON PARISH COUNCIL MINUTES

Forge Green  
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Minutes of the monthly Parish Council held at Forge Green on the 8<sup>th</sup> October 2019 at 7.15pm.

S. Milburn Clerk

### **Present**

Cllr Byers	Cllr Drouet	Cllr Utting	Cllr Baxter	Cllr Kyle	Cllr Ebbatson	Cllr McKerrell
Cllr Robson	Cllr Potter	Cllr Auld	Cllr Dinning			

### **Apologies**

The following apologies were approved:-

Cllr Kaye-Kreczowski - due to holiday.

Cllr Brewster – due to baby sitter difficulties.

Cllr Craig – grandchildren responsibilities.

Cllr Byers re iterated the rules on Councillor absenteeism. If for any reason a Councillor cannot attend a meeting a reason must be provided, this is then to be approved by the Councillors and noted in the minutes. If 6 consecutive meetings are missed without apologies the Councillor ceases to be a member of the Parish Council.

### **Minutes**

Resolved to authorise the Chairman to sign, as a correct record, the minutes of the Parish Council meeting on the 10<sup>th</sup> September 2019.

### **Requests for Dispensations**

There were no requests for dispensations.

### **Declarations of Interest**

There were no declarations of interest.

### **116/19 Public Participation**

Cllr Collier gave his apologies. Cllr Allison was in attendance and 1 member of the public. Cllr Allison affirmed he will be attending the Development Control Site meeting at Unthank on the 9<sup>th</sup> October 2019. He also stated that he is to attend the next Carlisle Local Committee meeting on the 12<sup>th</sup> November 2019. Cllr Allison will speak to Riverside residents regarding the possibility of implementing sleeping policemen.

### **117/19 Planning Applications:**

#### **Decisions:**

**Appn Ref: 19/0621** Raughton Farm, Dalston, Carlisle, CA5 7AQ. Demolition Of Existing Lean To; Erection Of Portal Frame Building. Grant Permission

**Appn Ref: 19/0620** Raughton Farm, Dalston, Carlisle, CA5 7AQ. Roofing Over Of Existing Open Silage Pit. Grant Permission

**Appn Ref: 19/0580** F Brown Carlisle Ltd, Cardewlees, Carlisle, CA5 6LF. Erection Of Warehouse. Grant Permission

**Appn Ref: 19/0331** Middle farm, Cumdivock, Dalston, Carlisle CA5 7JJ. Change of Use of Attached Barn to Create Granny Annexe. Grant Permission

**Appn Ref: 19/0637** 8 Riverside, Dalston, Carlisle, CA5 7QG. Two Storey Side Extension To Provide Utility Room, WC. And Hallway On Ground Floor With 1no. Bedroom Above. Grant Permission.

**Appn Ref: 19/0474** Roewath, Stockdalewath, Dalston, Carlisle CA5 7DP. Erection of Flood Defence Wall Around Property And Replacement Of Septic Tank With Packaged Treatment Plant. Grant Permission.

**Appn Ref: 19/0659** Rose Castle, Dalston, Carlisle, CA5 7BZ. Variation Of Condition 2 Of Previously Approved Permission 18/0727 (Refurbishment Of Grade 1 Listed Castle To Include Asbestos Removal; Re Wiring; Re-Plumbing; Re-Decorating, New Foul And Surface Water Drains; Replacement Roof Lanterns And New Laylights; New Rooflights; Repairs To Roof;

New En-Suite Bath And Shower Rooms; New Lift; New Entrance Lobby And New West Facing Dance Floor; New Kitchens And Plantroom) (LBC) To Amend The Approved Documents As Stated Within The Application. Grant Permission.

#### **Applications:**

**Appn Ref: 19/0680** 11 Low Moorlands, Dalston, Carlisle CA5 7NX. Demolition of Existing Garage and Conservatory; Erection of Single Storey Rear Extension To Provide Kitchen And Detached Garage. No Observations.

**Appn Ref: 19/0689** Land To East of Orton Grange Roundabout, Orton Grange, Carlisle, CA5 6LA. Erection of 1no. Dwelling. No Observations.

**Appn Ref: 19/0056 S211** Forge Mill, 1 The Forge, Dalston, Carlisle CA5 7QP. Removal of Unsafe Limb on Wild Bird Cherry Tree in Dalston Conservation area. No Observations.

Appn Ref: 19/0766. Land adjacent To Townhead Road, Dalston, Carlisle. Erection Of a Steel Framed Agricultural Shed (Retrospective). The PC would like the following conditions applied to the application before approval; provision for foul water drainage and concrete hard standing around the shed. The clerk is also to write to Chris Hardman to seek written clarification on the legalities of retrospective planning applications and request he attend a Parish Council meeting to talk about this and the planners interpretation of the Dalston Neighbourhood plan.

#### **118/19 Co-option Councillor to the Dalston Ward**

Cllr Byers reported that there is still a vacancy and asked the Councillors for suggestions of possible candidates.

#### **119/19 Clerk and Chairman Report**

- It was reported that to date in 2019 traffic warden officers have made 78 visits to the village and issued 3 penalty charge notices. This does not relate to school visits. RFO to request where the visits take place, how long they stay and clarify whether or not they walk round the areas or just drive through. It was noted that the PSCO for the parish has been requested to control parking on the pavement outside the Victory Hall.
- Cllr Byers is to attend St Cuthbert's Garden Village Stakeholder Workshop at Carlisle Racecourse on the 11<sup>th</sup> October at 10am. This is to allow a wide range of stakeholders the opportunity to give opinions on the proposed 3 options for the village.
- The new drain on the triangle outside the Cumberland Building Society has been installed. Tolsons are scheduled to re tarmac the area week commencing the 21<sup>st</sup> October 2019.
- CALC's 2019 Annual General Meeting is to take place on the 9<sup>th</sup> November 10.30am at the Market Hall, Church Street, Wigton. Guest speakers include Jo Lappin the Chief Executive, Cumbria Local Enterprise Partnership and Cllr Peter Thornton Deputy leader, Cumbria County Council.
- Mike Lowther has quoted £400 to cut the hedge in the Glave Hill car park. There are two Beech trees one of which is in good condition. The PC decided this tree be kept. An application to remove the other is to be submitted to Carlisle City Council.
- Graffiti has once again appeared on the bus shelter on The Green. Cllr Dinning kindly offered to paint over it.

#### **120/19 Correspondence**

- Correspondence has been received from Cumbria County Council regarding re surfacing the road at Yetlands. It states that although the road looks unsightly there are no actionable defects there at present. Unfortunately they have finished with the bitumen sprayer for this year but the work will be added to the list for next year.
- Correspondence has been received from Marcia Reid Fotheringham (Cumbria's High Sherriff) in relation to resident's fears of Lurcher dogs in the area. The letter states that this has been reported to the Parish Council and both County and City Councillors, but this is not true. Cllr McKerrell has responded to the letter and an apology has been received.
- Correspondence has been received expressing concern regarding a weight restriction being placed on the bridge at Flat Bank. The concern is that they are a dairy farming business who need to be able to have cattle feed and milk transported to and from the farm and this is their only access route. Information to be forwarded to highways.
- A request to place a seat on the common land behind No.1 Walk Mill was approved on the condition that the tenant pays the fee to draw up the agreement and a fee of £75 is paid per annum. The tenant is also to be made aware that this is common land therefore it is not exclusively for their use.
- A letter has been received from the residents of Blackdish, Lakerigg and The Gill formally requesting that the Parish Council support their application to be connected to the new BT Open Reach fibre optic cabinet which has recently been installed on Greensyke Lane. Clerk to forward the information from Cumbria Broadband Hub Coordinators Forum to the principal lead. Unthank is also to be placed on this list.
- It has been reported that the hedge past Village House on the right hand side of the road is overgrown and needs to be maintained. Clerk to contact the owner.  
It was also noted that the hedge on Station Road needs to be cut back.

### **121/19 Dalston Neighbourhood Plan**

A small working group to update and review the Neighbourhood Plan was formed. Members of the group are Cllr Drouet, Cllr Craig and Cllr Auld. Clerk to ask Liz Auld if she would like to be a member.

### **122/19 Office Closure**

The Parish Council office will be closed between the 25<sup>th</sup> December 2019 and the 3<sup>rd</sup> January 2020. This is to be noted in the parish paper.

### **123/19 Information Board**

As agreed at the Property and Maintenance meeting held on the 1<sup>st</sup> October 2019 the Clerk has requested a quote from System Signs. It was also agreed that there should be a sign at both Bridge End and outside the Glave Hill Car Park.

A small working group was formed. Members of the group are the Property and Maintenance Committee, Trevor Baxter and Dougal Kyle.

A note was put into the parish paper asking parishioners what they would like to see on the board however there was no response.

### **124/19 Property and Maintenance**

The draft minutes of the P&M meeting held on the 1<sup>st</sup> October 2019 were distributed to Councillors prior to the meeting. Cllr Kyle proposed a temporary light is taken to the Kingsway car park to give an indication of what a street light would look like. It was agreed there should be one street light with 4 lights therefore all directions will be covered.

### **125/19 Flagpole Training**

Cllr Auld is to train Cllr Utting and Cllr Robson to fly the flag on the flag pole. Training to take place at 10am on Saturday 12<sup>th</sup> October 2019. A list of important dates to fly the flag and a rota is to be implemented.

### **126/19 Defibrillator Training**

There is to be defibrillator training at Dalston Recreation Centre on Wednesday 27<sup>th</sup> November 2019 at 7pm-8pm. Anyone interested to contact the Parish Clerk at [clerk@dalston.org.uk](mailto:clerk@dalston.org.uk) to book a place. Cllr Auld, Cllr Baxter and Cllr Drouet booked a place.

### **127/19 Dalston Parish Council Website**

Cllr Byers informed the Council that the new Parish Council Website is nearing completion and should be going live before the next PC meeting on the 12<sup>th</sup> November. A link to the site is to be circulated to the Council prior to this enabling them to have a look at the site.

### **128/19 Financial**

- The following payments were approved:

<b>Chq</b>	<b>Payee</b>	<b>Details</b>	<b>£</b>
594	PKF Littlejohn LLP	Limited Assurance review of Annual Governance & Accountability Return for year to 31/3/19	480.00
595	Dalston Recreation Association	Village Hall Capital grant for outdoor exercise Equipment	670.00
596	Eric Davidson	Gravedigging A Glaister	350.00
597	S Milburn	October PC Notices 9.00 Molecatcher in Rec Ground 30.00	39.00
598	Ann Byers	Engrave 5 trophies	77.50

599	Raughton Head PCC	April, May & June grass cutting at All Saints Church	720.00
600	M Watling	Renewal of Carbonite subscription to back up data to the Cloud 73.34 2 Keys cut for cemetery gate 8.00 2020 diary & wall planner 4.00	85.34
565	Steven Brown Fencing	Cut vegetation on Dalston to Cummersdale cycle path	540.00
Total			<u>£2,961.84</u>

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

Cheque 566 for £150 payable to G Martin was also approved for payment. This is in respect of gardening work at Forge Green, The Cemetery and Glave Hill car park.

- The external audit has been completed. The External Auditor Certificate had been circulated prior to the meeting. No matters were raised by the auditor in respect of the Annual Governance and Accountability Return. While not affecting the audit opinion the auditors did draw attention to the risk management arrangements. The Parish Council delegate review of risk management procedures and policies to the Policy and Resources Committee, this is then approved by the full PC. The external auditor was seeking evidence of consideration of risk management by the whole Council. The RFO will take this into consideration when the next review of policies takes place and ensure it is minuted accordingly.
- Accounts for the 6 months to the 30<sup>th</sup> September had already been distributed to the Councillors. The RFO summarised the figures. There were no queries regarding the results to date. Cllr Baxter commented that the accounts and associated notes which had been circulated made everything perfectly clear. The Policy and Resources Committee are due to meet on 22<sup>nd</sup> October to consider the budget for 2020-21 which will determine the precept to be proposed at the December Parish Council meeting.

### 129/19 Cemetery Matters

- Cllr Baxter kindly offered to help Cllr Craig inspect the headstones in the cemetery.
- The interment of ashes of the late Martha Annie Addison in Ward 5, Section D, Space 12 on the 8<sup>th</sup> October 2019.

### 130/19 Councillor Matters

- Cllr Baxter requested disabled parking bays in the Glave Hill car park.
- Cllr Utting requested a mirror be placed at the junction to High Bridge as this is a dangerous junction. Cllr Allison to follow up.
- Cllr Utting requested a bin be placed at Rose Bridge. He kindly said he would empty it. Clerk to arrange.
- Cllr Drouet reported a heavy vehicle driving over the one way hump back bridge in the village.
- Cllr Dinning reported missing panels in the kissing gate next to the entrance to Ellerslea.
- Cllr Allison stated he was to trial locking the public toilets in the evenings. If this works they would only need to be checked once a day in the evening.
- Cllr Ebbatson asked where the PC stand on selling common land.
- Cllr Robson recommended that the two drains at the entrance to Rickerbys field on The Green are made into one long drain in order to cope with the amount of runoff water. Clerk to speak to the owners.

### Date of Forthcoming Meetings

The next meeting of the Parish Meeting to take place on the 12<sup>th</sup> November 2019 at Forge Green..

Policy & Resource Meeting Dates for 2019:- 22<sup>nd</sup> October at 7.15pm Forge Green.

Property & Maintenance Meeting dates for 2020:- 30<sup>th</sup> April, 23<sup>rd</sup> June and 29<sup>th</sup> September.

The meeting closed at 9pm

