

DALSTON PARISH COUNCIL MINUTES

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

Minutes of the Annual Meeting of the Parish Council held in the Victory Hall, Dalston on the 18th May 2021.

S. Milburn Clerk

Present

Cllr Auld (Acting Chair)	Cllr Drouet	Cllr Kyle	Cllr Craig	Cllr Dinning
Cllr Robson	Cllr Irving	Cllr McKerrell	Cllr Potter	

Apologies

Cllr Byers Cllr Dickinson Cllr Kaye-Krzeczkowski Cllr Baxter
Cllr Byers submitted a written apology and stated that if she were to be nominated for Chairman she would agree to stand for another year.

Cllr Auld informed the Council of the covid 19 protocol. A risk assessment was circulated to all Councillors prior to the meeting.

Minutes

Resolved to authorise the acting Chairman to sign, as a correct record, the minutes of the Parish Council Meeting held on 13th April 2021.

Requests for Dispensations

There were no requests for dispensations.

Declarations of Interest

There were no declarations of interest.

58/21 Public Participation

2 members of the public, 1 member of the press and Cllr Allison were present. A member of the public spoke regarding his objection to the fence which has been erected on the Common Land at No.1 Walk Mill. He also expressed his discontent regarding the Parish Councils proposal of de registering the Common Land. The second member of the public requested the potholes outside the Glave Hill car park be reported to highways.

59/21 Election of Chairman for the Council year 2021/22.

Prior to the election of Cllr Byers, Cllr Mckerrell proposed that standing order 5f be amended to the following "The Chairman of the Council, unless he has resigned or becomes disqualified, shall be elected annually and shall continue in office for a period of 2 years extendable up to a maximum of 6 years with the agreement of the Council and preside at the annual meeting until his successor is elected at the next annual meeting of the Council". Cllr Drouet seconded this, 7 Councillors were in favour and 1 Councillor abstained.

Cllr Kyle nominated Cllr Byers and this was seconded by Cllr Drouet , 7 Cllrs were in favour and 1 Councillor abstained..

60/21 To accept Chairman's Declaration of Acceptance Of Office.

Cllr Byers accepted office by written confirmation (due to self isolation). Clerk to ensure the declaration of acceptance to office be formally signed.

61/21 To appoint a Vice Chairman for the Council year 2021/22.

Cllr McKerrell proposed Cllr Irving. Cllr Dinning seconded this and all Councillors present were in favour. Cllr Irving accepted and signed the declaration of acceptance to office.

62/21 Committees & appointment of committee members.

The Committee Working Group structure 2021-2022 was distributed to Councillors prior to the meeting. Cllr Irving agreed to be a member of the Policy & Resource Committee.

63/21 Planning Applications:

Decisions:

Appn Ref: 21/0171 High Meadow Cottage, Dalston, Carlisle, CA5 7BJ. Demolition Of Existing Conservatory; Erection Of Replacement Single Storey Extension To Provide Sunroom And Kitchen To Front Elevation. Grant Permission.

Appn Ref: 21/0200 Rose Castle, Dalston, Carlisle, CA5 7BZ. Proposed New Entrance Porch To Percy's Tower And Alterations To Existing Road Access (LBC). Grant Permission.

Appn Ref: 21/0185 Gill Wood, Nook Lane, Dalston, Carlisle, CA5 7JR. Erection Of Replacement Garage. Grant Permission.

Applications:

Appn Ref: 21/0245 Bridge End Inn, Bridge End, Dalston, Carlisle. CA5 7BH. Conversion of Garage To No1 Dwelling. The Parish Council would like this application refused. Observations can be viewed on the Carlisle City Council website.

Appn Ref: 21/0370 Thethwaite Farm, Raughton Head, Carlisle, CA5 7DG. Roofing over Slurry Lagoon And Yard Area. No Observations.

Appn Ref: 21/0371 Thethwaite Farm, Raughton Head, Carlisle, CA5 7DG. Roofing over Yard Area and Slurry Lagoon. No Observations.

Appn Ref: 21/0030/S211 Dalston Parish Council, Forge Green, Dalston, Carlisle, CA5 7QG. Removal of 2no. Cherry Trees In Dalston Conservation Area. No Observations.

Appn Ref: 21/0005/S211 Land South of the White Bridge, The Green, Dalston. Removal Of 2no. Willow Trees. No Observations.

Appn Ref: 21/0351 Land at Morton Bounded by Wigton Road, peter Lane and Dalston Road, Carlisle, Cumbria. Erection of 725no. Dwellings & Public Open Space (Reserved Matters Application Pursuant To Outline Approval 09/0413. Request for school provision to be incorporated into the plans.

Appn Ref: 21/0404 Royal House, The Gill, Dalston, Carlisle, CA5 7JP. Erection Of Two Storey Side Extension To Provide Kitchen / Dining Room, Utility And Gym On Ground Floor With 2no. Bedrooms Above. No Observations.

Appn Ref: 21/0010/TPO Orton Grange Park, Park Road, Carlisle, CA5 6LA. Removal & Replacement Of Oak Tree (T12) With 2no. Quercus Petraea; Crown Raising Of Oak Tree (T13) Subject To TPO287. Objection in relation to felling tree T12 a healthy mature oak tree with TPO).

Appn Ref: 21/0428 14 Yetlands, Dalston, Carlisle, CA5 7PB. Bay Window To Front Elevation; Removal Of Flat Over Garage, Replaced With Pitched Roof Extending Over Bay Window; Rear Extension To Utility Room To Include WC. No Observations.

Appn Ref: 21/0422 Rowan House, Moss End, Dalston, Carlisle CA5 7EL. Erection of Detached Stable Block. No Observations.

Appn Ref: 21/0389 Beech Holme, Cardewlees, Carlisle, CA5 6LF. Demolition Of Existing Pole Barn And Lean To And Construction Of Extension To Existing Stock Building To Create Dairy Unit. No Observations.

64/21 Clerk and Chairman Report

- Commencement Face to Face meetings from 7th May 2021 - Judgement on Virtual Meeting Provisions Publish date 28/04/2021. The application to the High Court in relation to virtual meeting provision for local authorities has been dismissed therefore face to face meetings must recommence from the 7th May 2021. It was agreed to hold the June meeting as planned on the 8th June 2021.
- Thanks were given to Caldew School for renewing the riverbank erosion signs. Cllr Robson kindly agreed to install them.
- The Great Cumbrian Litter Pick is to take place on the 21st&22nd May 2021. To find out more please go to www.thegreatcumbrianlitterpick.org.uk

- A Rights of Way event took place at 7pm on the 13th May 2021 via Microsoft Teams. The guest speaker was David Gibson, Senior Countryside Officer, Cumbria County Council.

65/21 Correspondence

- It was reported that the tenant at No.1 Forge Green has given notice on the property. It was agreed that pending a satisfactory inspection of the property the deposit be returned. The lease is to be transferred to Lee Blood who is currently also living in the property. H&H Land & Estate Agents are to draw up a new agreement for a fee of £150 + VAT. Prior to this an Electrical Installation Condition Report and gas check need to be completed.
- A request to place 2 extra bins at the Jubilee Garden costing £788 was approved. Carlisle City Council have kindly agreed to empty them. Clerk to ask the Dalston Fryer if they would be prepared to sponsor one.
- Parishioner correspondence regarding pedestrian consideration was circulated prior to the meeting. Cyclists on footways, bridges with no pedestrian road markings, drop kerbs, widening footways and parking on footways were discussed. The Parish Council agreed they would support the parishioner if they wish to set up a pedestrian association providing there was a proper constitution in place.
- Parishioner correspondence regarding common land management was circulated to the Councillors prior to the meeting. Clerk to respond to the parishioner detailing the Councils management of the areas. Nook Lane common land is to be put onto the next Property & Maintenance agenda for discussion.

66/21 Smithfield Grass Cutting

- The request for the Parish Council / Wigton Town Council to take over the grass cutting at Smithfield for a sum of £245 for 14 cuts per season was approved. Grass to be maintained between 35mm – 75mm.

67/21 Report APM 4th May 2021

This was the first APM since 2019 due to the pandemic. It was reported that it has been a difficult time for the Parish Council to perform normally and all meetings had been done virtually via zoom. Thanks, were given to those who have helped others in this unprecedented time.

A report was given regarding the achievements of the Council. It was reported that parishioners did a great job of enjoying VE Day under restricted conditions as the Council's events were cancelled.

The Roots of Remembrance project is in place providing trees for people in the parish who have passed away in 2020 and 2021 from Covid.

There is to be an increase in Council Tax which only equates to 3pence per week for a Band D property this will enable the Parish Council to keep Dalston the way we are used to seeing it as well as making improvements where necessary.

All the many volunteers in the parish were thanked. Thanks, were also given to the Parish Councillors and Clerks. The RFO gave a detailed statement of the Parish Councils accounts for year ended 31st March 2021 followed by the Dalston Charitable Trust Update by Cllr Kyle. David Fowler updated everyone on a scaled down festival for 2021. Mrs E Auld then reported on Dalston in Bloom 2020 under pandemic regulations along with the entries for 2021. The full report is available to see on the Parish Council website.

68/21 Informal Consultation Outcome- Carlisle Rd, Dalston – Proposal of 30 mins no return within 1 hour parking restriction

- Due to a high number of objections the proposal has been deleted in its entirety. The County Council are to carry out a safety study of the junction to determine whether additional safety measures are required.

69/21 Financial

- **Resolved** that the membership of Cumbria Association of Local Councils should be renewed for a subscription fee of £402.20.
- The following payments were approved. Cllrs Craig and McKerrrell were authorised to sign the payment authorities and cheques.

Chq	Payee	Details	£
BACS	Wigton Town Council	Grass cutting To 31/3/21 Parish	2,866.22
		Grass cutting To 31/3/21 Cemetery	1701.76
		Grass cutting To 31/3/21 Summerfield	117.55

		VAT	937.11	5,622.64
BACS	Sue Milburn	Notices		9.00
BACS	CALC	Subscription 2021/22		402.20
BACS	M Broatch	Office Window Cleaning 12/4/21		5.00
BACS	Viking	10 Litterpickers		189.43
BACS	Carlisle Business Supplies	Ink		193.20
BACS	Cache4 IT solutions	Computer support problem with microsoft and memory space		91.20
BACS	Cumbria Software Systems	Support call Carbonite using up memory		58.80
BACS	Ann Byers	Flagpole key	5.00	128.98
		External hard drive	84.00	
		2 Condolence books	39.98	
BACS	Margaret Watling	Bullguard subscription renewal internet security	49.99	53.96
		Toilet rolls, cleaning materials	3.97	
BACS	Carleton Paving & Groundworks	Level sunken graves		2,600.00
BACS	SH Electrical	Repair light in 2 Forge Green		48.00
BACS	Flying Colours	2 dalston flags & a St George flag		291.54
Chq689	Eric Davidson	Grave digging Philliskirk, Forster& Smith		450.00
Chq690	Stephanie Diver	Litter picking gloves		29.99
Chq691	RM Capstick	Spring planting	813.28	1,204.32
		Maintain troughs and baskets Sept 2020	391.04	
Total				<u>£11,378.26</u>

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

The RFO reported that the precept of £77,933 was received on 11 May 2021.

- **Resolved** to approve the Annual Governance Statement for the year 2020/21 and authorise the Chair and Clerk to sign the statement.
- **Resolved** to approve The Accounting Statements for the year 2020/21 and authorise the Chair to sign the statement.
- **Resolved** to approve the list of suppliers to be paid by direct debit for the year 2021/22.
- The quotations for renewal of the insurance cover had already been circulated. After discussion it was **Resolved** to remain with Zurich on a three year long term agreement.

70/21 Cemetery Matters

The following cemetery matters were approved:-

- The burial of the late Josephine Merle Smith on the 11th May 2021 in Ward 5, Section I, Space 20.

- The application to replace the headstone of the Late Irene and George Philliskirk in Ward 5, Section I, space 22 and add additional inscription. Additional inscription to read Loving parents of Michael Philliskirk , Mick Died 24th March 2021 Aged 73, A loving dad and grandad. Headstone in black stone to be 2ft 6 high, 2ft wide and 3inches thick.
- The request to place a headstone for the late John Armstrong was refused for the reasons stated in the August 2020 Parish Council minutes (minute number 71/20).
- The quotation of £3,000 to level and re turf the sunken graves in Ward 5, Section E was approved. Ward 5, Section B is to be put on hold and incorporated in next year's budget.

71/21 Councillor Matters

- Cllr Irving requested that the 2 seats on the riverbank of The Green be replaced. This is to be an agenda item for the next Property & Maintenance meeting. It was stated that a seat at Smithfield and a seat Opposite 37 The Green also need replaced.
- Cllr Drouet volunteered to keep a record of the Electrical Vehicle usage. Clerk to request if information can be sought relating to where the vehicle owners have travelled from.
- Cllr Craig requested a bat survey be done at Forge Green as this needs to be completed before the roof work commences.
- Cllr McKerrell is to investigate a potential funding opportunity available from Carlisle City Council for the maintenance of unowned graves.
- Cllr Dinning reported the poor condition of road surface between Bridge End and Hawksdale.

Date of Forthcoming Meetings

Next meeting of the Parish Council to take place in the Victory Hall on the 8th June 2021 at 7.15pm.

Policy & Resource Meeting Dates for 2021: 26th October 2021 at 7.15pm the location to be confirmed. An additional meeting in between to be arranged if required.

Property & Maintenance Meeting dates for 2021: TBC

The meeting closed at 9.25pm.