

## **DALSTON PARISH COUNCIL MINUTES**

Forge Green  
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Minutes of the Annual Meeting of the Parish Council held in Forge Green on the 9th May 2023.

S. Milburn Clerk

### **Present**

Cllr McKerrell	Cllr Drouet	Cllr Baxter	Cllr Craig	Cllr Potter	Cllr Kaye-Krzeczkowski
Cllr Newton	Cllr Melrose	Cllr Dinning	Cllr Kyle	Cllr Irving	

### **44/23 Public Participation**

Cllr Allison gave his apologies. There were no members of the public were present.

### **45/23 Election of Chairman for the Council year 2023/24**

Cllr Craig nominated Cllr McKerrell and this was seconded by Cllr Dinning, all Councillors present were in favour.

### **46/23 To accept Chairman's Declaration of Acceptance of Office**

Cllr McKerrell accepted office and signed the Declaration of Acceptance of Office form.

### **47/23 To appoint a Vice Chairman for the Council year 2023/24**

Cllr Kaye-Krzeczkowski nominated Cllr Melrose and this was seconded by Cllr Drouet, all Councillors present were in favour. Cllr Melrose signed the Declaration of Office form.

### **48/23 Appointment of Councillors to Council Committees**

The Committee Working Group structure 2023-2024 was distributed to Councillors prior to the meeting. There were no amendments.

### **49/23 Apologies**

Cllr Byers – Bad back  
Cllr Ebbatson – Holiday  
Cllr Robson – Work commitments

### **50/23 Minutes**

Resolved to authorise the Chairman to sign, as a correct record, the minutes of the Parish Council Meeting held on 11<sup>th</sup> April 2023.

### **51/23 Requests for Dispensations**

There were no requests for dispensations.

### **52/23 Declarations of Interest**

There were no declarations of interest.

### **53/23 Planning Applications:**

#### **NOTIFICATION OF WITHDRAWN APPLICATION 23/0063**

**Proposal:** Proposed Formation Of Vehicular Access.

**Location:** Corner Cottage, Grange Park Road, Orton Grange, Carlisle, CA5 6LT.

#### **Applications:**

**Appn Ref: 23/0284** Land Adjacent Buckabank Hall, Buckabank, Carlisle, CA5 7AA. Variation Of Condition 2 (Approved Documents) Of Previously Approved Application 16/0907 (Erection Of 2No. Detached Dwellings On Agricultural Land) To Amend The Details Of Plot 1 To Create A First Floor Above The Garage. No Observations.

**Appn Ref: 23/0300** Cumdivock Farm, Cumdivock, Dalston, Carlisle, CA5 7JJ. Roofing Over An Existing Midden.  
No Observations.

#### **54/23 Clerk and Chairman Report**

- It was agreed to go ahead with Westwood's quotation of £3,695 ex VAT to install a sandstone path across the centre of the grass next to the Co-op. It will include a semi-circle addition at the flagpole, the kerbstone edges will be dropped for wheelchair access and a cobble set edge to the side of the path will be installed to complement the colour of the path. The quotation also includes a semi-circular wooden seat which will be secured to the ground around the flagpole.
- Cllr McKerrell reported that the Annual Parish Meeting held on the 2<sup>nd</sup> May 2023 had been attended by 10 Councillors and 13 parishioners. Questions arising included the increase in dog fouling within the village, request for disabled parking in The Square and Glave Hill car park, additional lighting for the Glave Hill car park, the potholes outside the Glave Hill car park and the re-introduction of a police desk within the village.
- The Clerk reported that Mike Capstick is retiring. Mike has agreed to do the summer planting at the end of May but will then cease working. It was agreed the Clerk obtain prices from Westwood and Adam Turnbull (Golden Dawn Nursery) to do the future planting / watering. The Clerk reported that the new contractor must have public liability insurance.
- The Clerk reported that Network Rail and Cumberland Highways (Andrew Graham) have been contacted regarding the ownership of the entrance to the station and adjacent properties, both have confirmed they are not responsible for this area. Clerk to apply to HM Land Registry to find out ownership before a decision be made on the no through road sign.

#### **55/23 Correspondence**

- All Councillors have been invited to attend a Special Meeting of the CALC Membership on 7<sup>th</sup> June at 7pm. Meeting details and joining instruction were forwarded to the Councillors prior to the meeting.
- A letter has been received from the tenant of No.2 Forge Green thanking the Parish Council for the reduction of rent over the winter period.

#### **56/23 The Green Tenancy**

The tenant of The Green has given notice on their tenancy agreement, the lease will expire on the 31<sup>st</sup> December 2023. It was agreed the lease be advertised on the parish notice boards, in the parish paper and on the Dalston Parish Council website in October this year. Cllr Potter agreed to read the lease and make the necessary adjustments. Cllr McKerrell and Cllr Dinning will then also look over the lease before the final version is approved by the Parish Council. Cllr Potter was requested to look at the liability implications of riverbank erosion.

#### **57/23 Speed Gun Costings**

Following the Parish Council meeting held on the 14<sup>th</sup> March this year PCSO Graham Kirkpatrick provided the following costings for a speed gun:- the laser gun currently used by the police is £999 this has a 6 month warranty and a year's calibration, there would be an additional charge of £300 for a tripod. A radar gun would cost £279 + £15 carriage. Following discussion, the Clerk was asked to obtain costings for 2 speed indicator devices.

#### **58/23 Cumbria in Bloom Update**

Due to Cllr Byer's back issues, she is having to step back from leading the Cumbria In Bloom Committee. It was agreed that if a replacement could not be found Dalston would have to withdraw from the competition. The results for 2022 were announced in October last year. Dalston was awarded a Gold medal for the Pride in Your Community competition. The village was also awarded Gold in the Cumbria in Bloom special award for Biodiversity. The Blue Bell was awarded a Silver Medal for its entry into the Public House Tourism category and Dandelion and Hoglet luxury holiday cottages were awarded a Silver-Gilt in the Holiday Accommodation section. The judges especially mentioned the flower beds beside the public toilets and the sunflower bed by the Jubilee Garden. Rae Beckwith, a national judge from the RHS presented the It's Your Neighbourhood certificates. Libby Smith received a Thriving certificate for the garden area approaching Nook Lane. The Cemetery Flower Beds group received an Advancing certificate with a Silver award for biodiversity. The Bridge End area including Forge Green got an Outstanding award, with Silver-Gilt for biodiversity and Silver for the woodland copse. The Sheep Dip and Forge Green gardens were awarded a Silver and Silver-Gilts for Bobby Nichol, John Atkinson, Mick Ryan and George Carr. The Paragon Vets received an Outstanding award for their garden and Silver-Gilt for biodiversity. The Jubilee Garden and Millennium Garden received Outstanding and Thriving awards, with Silver and Silver-Gilt for biodiversity respectively and a Silver-Gilt award for the Millennium Garden as a woodland copse.

The village success is a tribute to our many volunteers in the community who give up their time and take pride in keeping it tidy and appealing. Thanks must also go to the Mike Capstick Nursery whose flowers gave excellent blooms last year, Wigton Town Council grass cutting contractors and the support of local businesses.

### 59/23 Parish Maintenance

The Clerk reported that there are many ongoing parish maintenance issues and asked for contractor recommendations. Following discussion The Workhorse is to be contacted.

### 60/23 Financial

- The RFO confirmed that the 2023/24 Precept of £85,758 has been received and banked in the 30-day notice deposit account.
- The RFO confirmed that solar panel income of £6,911.91 has been received. This is £818.92 (13.4%) more than last year. It will be transferred to the Dalston Parish Charitable Trust.
- The internal audit for the 9 months to 31 December 2022 has been completed and the report circulated. No issues have been raised. The records are now with the internal auditor for completion of the annual internal audit report.
- Cllr Irving proposed to approve the Annual Governance Statement for the year 2022/23 and authorise the Chair and Clerk to sign the statement. This was seconded by Cllr Baxter and all Councillors present were in favour.
- Cllr Kaye-Krzeczkowski proposed to approve The Accounting Statements for the year 2022/23 and authorise the Chair to sign the statement. This was seconded by Cllr Potter and all Councillors present were in favour.
- The following payments were approved:-

Chq	Payee	Details	£
BACS	Sue Milburn	May Notices	9.00
BACS	Wigton Town Council	Grass Cutting Cemetery 1 January to 31 March 2023 1,901.55 Grass Cutting Parish 1 January to 31 March 2023 3,215.73 VAT 1,023.46	6,140.74
BACS	Macemain & Amstad	2 metal Seats	1,132.80
BACS	B Hetherington Limited	Install seats in cemetery & parish 2,476.35 Repair seat at The Lamp 116.36 Problems with mice chewing pipes at 2 Forge Green 160.82 Burst pipe under bath 2 Forge Green 130.91 Check fire 1 Forge Green 43.64 VAT 585.62	3,513.70
BACS	Martin Broatch	Window cleaning	5.00
BACS	SH Electrical	Electric Fire for 1 Forge Green	898.38
BACS	Dalston Parish Charitable Trust	Solar Panel income 2023/24	6,911.91
BACS	Cache4IT Solutions	Annual Subscription for Microsoft licence	366.24

BACS	R & M Lowther	Remove wind damaged trees at Dalston riverside and Stockdalewath bridge	480.00
BACS	A McKerrell	Reimburse payments for Band & generator hire for Coronation event	850.00
CHQ 749	Cheryl Scales	Coronation craft items & tablecloths	44.56
CHQ 752	Dalston WI	Teas for Annual Parish Meeting	50.00
CHQ 753	Ian Davidson	Inter J Baxter	60.00
CHQ 754	Cumbria County Council	Conveyance documents from Cumbria Archives for Forge Green	14.85
Total			<u>£20,477.18</u>

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

- The schedule of suppliers who will be paid by direct debit for 2023/24 which had been circulated prior to the meeting was approved.

#### **61/23 Cemetery Matters**

The following cemetery matters were approved:-

- The interment of the Late John Joseph Baxter in Ward 5, Section J, Space 28 on the 27<sup>th</sup> April 2023.
- The additional inscription in Ward 5, Section J, Space 24 for the late Christopher Clark. “And her beloved husband, Christopher Clark (Chris) 26<sup>th</sup> Oct 1941 – 10<sup>th</sup> Dec2022, much cherished father and pop.”
- The purchase of burial space Ward 5, Section J, Space 36 by Mr Oliver Roberts.

#### **62/23 Councillor Matters**

- Cllr Dinning requested a letter of thanks be written to the Dalston Show committee as soon as their donation of £200 towards the Coronation events is received.
- Cllr Baxter asked what could be done about the potholes at Glave Hill car park. The RFO advised that they had been reported and ownership of the road was being established as it has not been adopted by Highways. It was agreed the Parish Council would seek a contractor to repair them on this occasion if no response was received within the next week regarding the land ownership.
- Cllr Kyle reported that Unthank is to get fibre optic (100 megabyte) within the next 12 months.
- Cllr Kyle stated that he is no longer on the Victory Hall Committee and there are currently 3 vacancies. The Victory Hall would very much like a member of the Parish Council to sit on the committee.
- Cllr McKerrell thanked all those who helped with the Coronation celebrations. It was a huge success.

#### **Date of Forthcoming Meetings**

The next meeting of the Parish Council to take place on the 13<sup>th</sup> June 2023 at Forge Green.

Policy & Resource Meeting Dates for 2023 - TBC

Property & Maintenance Meeting dates for 2023 – TBC

A meeting of the Forge Green Review Group was arranged for Wednesday 31<sup>st</sup> May at 7.30pm in Forge Green.

The meeting closed at 8.20pm