

# St Cuthbert Without Parish Council

**DRAFT Minutes of the Annual Parish Meeting of St Cuthbert Without held on Thursday, 24 May 2018 at 1930 in Carleton Day Centre, Carleton.**

**The Meeting followed on from the Annual Electors Meeting and started at 1940.**

## **PRESENT**

Chairman D Pearson, Cllrs R Taylor, S Bird, L Cameron, B Dodd, J Hayton, R Raven, A Smith, C Stringfellow, I Stewart, E Wallace & J Westmorland.

Cumbria County and Carlisle City Cllr T Allison and City Cllr A McKerrell.

H Broatch (Clerk).

## **18/1 APOLOGIES**

Received from Cllrs L Cameron and D Nugent (reasons for absence noted). Apologies also received from City Cllr N. Christian and County Cllr N Marriner

## **18/2 ELECTION OF CHAIRMAN**

**Resolved** that Cllr D Pearson be appointed Chairman.

## **18/3 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE**

**Received** Chairman's signed declaration of acceptance of office.

## **18/4 APPOINTMENT OF VICE CHAIRMAN**

**Resolved** that Cllr R Taylor be appointed Vice Chairman

## **18/5 MINUTES**

**Resolved** that the Chairman sign the Minutes of the Parish Council held on 22 March 2018 as a true record.

## **18/6 REQUEST FOR DISPENSATIONS BY MEMBERS**

**Noted** none received.

## **18/7 DECLARATIONS OF INTEREST**

**Noted** none received.

## **Public Participation Opened At 1942**

### **18/8 PUBLIC PARTICIPATION**

**8.1** Officers from the City Council gave an update on the status of the proposals for St Cuthbert's Garden Village including feedback on the consultation exercise undertaken in January 2018 which had been well attended with 1000 attending events and 500 responses through online portal. They advised that another round of public consultation was due by end of June/ early July 2018. The key findings to-date were that preferences were for smaller settlements; early delivery of key infrastructure; green measures and low carbon opportunities; and designs that enabled multi-functionality. City Council Officers advised that their understanding was that the County Council would publish their preferred route for the Carlisle South Link Road in middle of June. Members of the Public and Councillors asked questions and raised concerns focussing on lack of evidence for/clarity about the need; concerns that infrastructure (in its widest sense) needs assessed and addressed at an early stage; risks to valued local assets and the environment; and lack of engagement with Parish Council.

### **Public Participation Closed At 2017**

## **18/9 COUNTY COUNCILLOR AND DISTRICT COUNCILLOR'S REPORTS**

**Noted** Cllr T. Allison reported on the following matters:

**9.1** Brisco Crossroads – following recent road traffic accident he was in discussions with the Police about the implications/potential for installing speed activated devices and would report again at next meeting.

**9.2.** White Quey – decision on planning had been deferred to enable applicant to make some amendments.

## **18/10 COUNCIL MEETING DATES FOR THE YEAR 2018/19**

**Noted and received** the dates and venues for the council meetings in the forthcoming year.

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## 18/11 GOVERNANCE AND ACCOUNTABILITY – REVIEW OF COUNCIL’S POLICIES AND PROCEDURES FOR 2018/19

**Resolved** to adopt the recommendations in the Clerk’s report (confirm all policies and procedures as they exist except for Standing Order which are to be updated to be in order with Model Standing Orders 2018 and to adopt Privacy Policy to ensure compliance with GDPR) and to authorise the Chairman to sign the relevant paperwork.

## 18/12 YEAR END ACCOUNTS 2017/18

**Noted** the accounts including the bank reconciliation at 31 March 2018.

## 18/13 INTERNAL AUDITOR’S REPORT 2017/18

**Reviewed and noted** the Internal Auditor’s Report.

## 18/14 ANNUAL GOVERNANCE STATEMENT 2017/18

**Reviewed and authorised** the Chairman to sign the Annual Governance Statement 2017/18.

## 18/15 ANNUAL ACCOUNTING STATEMENT 2017/18

**Reviewed and authorised** the Chairman to sign the Annual Accounting Statement 2017/18 including the Bank Reconciliation at 31 March 2018.

## 18/16 PLANNING APPLICATIONS

**16.1 noted** that the Planning Authority had granted permission to the following developments – 18/0063; 18/0142; 18/0171; 18/0282.

**16.2 noted** that the Parish Council had submitted no observations on the following planning applications – 18/0129; 18/0227; 18/0301; 18/0365; 18/0327; 18/0379 and 18/0385.

**16.3 resolved** to submit no observations on the following planning applications – 18/0131; 18/0378; and 18/0432.

## 18/17 ST CUTHBERT’S GARDEN VILLAGE PROPOSALS

**Resolved** that this matter become a standing item on Parish Council Meeting Agenda; to have a workshop (independently facilitated) with the City Council before the next round of public consultation; and to respond to the suggestion of having representation on the City Council’s Advisory Group. The Clerk to advise the City Council that the Parish Council had nominated two Members (Cllrs A Smith and E Wallace).

## 18/18 CLERK’S PROGRESS REPORT

**Noted** the Clerk’s report about progress with website; community payback team manager; Carleton bus shelter and purchase of computer.

## 18/19 FINANCE

**19.1 received and noted** that £24,500 Precept and CTRS Grant had been banked.

**19.2 noted** need to update procedures to be in accordance with Governance and Accountability for Smaller Authorities in England (Practitioners Guide March 2018) and **resolved to**

**19.2.1** receive a Schedule of Payments at each meeting that would be signed off the two cheque signatories at that meeting;

**19.2.2** appoint Cllr A Smith as Internal Councillor Auditor (Finance) who would authorise bank reconciliations which would be reported at each meeting to receive and note.

**Resolved** that the Chairman would ask HSBC for a list of authorised bank account signatories

**19.3 noted** the National Salary Award for 2018/19

**19.4 authorised** payment of the accounts listed on the Schedule of Payments amounting to £3097.54 and signed by the two cheque signatories.

## 18/20 VILLAGE MATTERS

**Noted:**

**20.1** the report from Eden District Council following their Noise Investigation at Intack Farm Estate, Southwaite and **resolved** no further action required at this time.

**20.2** the quote for replacing the vandalised tree planted in honour of the Queen’s Jubilee was £85.00 plus VAT.

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**20.3** that County and City Cllr T Allison would report back about proposals for Brisco Cross Roads.

**20.4** the report from Cllrs B Dodd and C Stringfellow about their meeting with Gleesons following concerns raised by local residents about future construction traffic movements on Moorside Drive and Valley Drive. Gleesons would be leafleting every household and advising them about how to contact them about any concerns/incidents and were considering creating a one-way system for construction traffic. County and City Cllr T Allison advised that he had also had concerns raised with him by local residents and following a discussion with City Council Planners was now in discussions with Gleesons and Highways.

**20.5** the report from County and City Cllr T Allison on the meeting he and Cllr E Wallace had attended about the concerns at Chapel Hill. The meeting was also attended by neighbours and officers from City Council and Environment Agency. The meeting concluded that everyone in attendance was satisfied with the operation and had no concerns about the future use of the site.

**20.6** that CGM would be replacing the tree they damaged at Brisco Common and installing the new sign about refuge and garden waste tipping being forbidden.

## **18/21 CORRESPONDENCE**

**21.1** **Noted** correspondence from North West Ambulance Service and **resolved** to invite their representative to attend the next meeting to talk about installing Defibrillators in their Wards.

**21.2-4** **Noted** correspondence from Cumberland Show; Wetheral Grants Panel; CALC; NALC; Rural Services Network.

## **18/22 AREAS OF CONCERN**

### **Noted:**

**22.1** Cllr R Taylor advised the Parish Council that in the first week of July there was going to be a "Give A Day to the City" and employers (including her own) were looking for projects. She also reported concerns about manhole on footway at the four new houses near Blue Rare. A temporary plastic cover and a traffic cone had been placed there but it was still hazardous for pedestrians.

**22.2** Cllr I Stewart raised concerns about Scalegate Road. City and County Cllr T Allison was going to raise with the relevant department.

**22.3** Cllr E Wallace raised concerns about parking in Wreay and damage due to cars mounting the kerb. Clerk to report to Highways and ask about raising the kerb. He reported about ongoing investigations into reducing flood risk at Carleton and the ongoing investigation into actions that might mitigate the risk.

**22.4** Cllr C Stringfellow raised concerns about the stretch from Motorway Bridge at Cumwhitton (heading to city centre) into Carleton Clinic entrance. The bends going downhill (especially during the winter or when wet) were disorientating some drivers and therefore posing a hazard as the cars ended up in the middle of the road. He felt the road markings needed improvement. He also raised road safety concerns about the exit from Sycamore Lane turning into Garlands Road. The 90° turn left meant that cars were forced to be in the middle of the road. He wanted these reported to Highways who he felt needed to do road safety assessments. He also raised concerns about the entrances to Pennine View and Sycamore Lane which he felt should be reported to Carlisle City Council because of the disrepair; dog fouling and litter.

**22.5** Cllr B Dodd raised concerns about the chippings left on footways at Carleton after the resurfacing of the road. This matter to be reported to City Council.

**22.6** Cllr R Raven reported issues with potholes on the roads around White Quey, Burthwaite and Moorpark Road. He also asked where the defibrillators in the Parish were currently positioned and for them to be listed on the new website.

**22.7** Cllr J Westmorland raised on behalf of himself and Cllr D Nugent the fact that no action had been taken on their concerns about the manhole at Low Moor Avenue.

**22.8** Cllr D Pearson raised concerns about rubbish being left in bags in the lanes at Blackwell Village.

## **18/23 DATE OF NEXT MEETING**

**Noted** that the next Parish Council Meeting will be held on Thursday 26 July 2018 at 7.30pm in Wreay Village Hall. Deadline for agenda items is 12noon on Tuesday 17 July 2018.