

# St Cuthbert Without Parish Council

Clerk: Rachael Kelly, 29 Greystoke Park Avenue, Penrith, Cumbria, CA11 9DB; clerk@stcuthbertwithout.org.uk;  
www. http://www.stcuthbertwithout.org.uk; 07456 467420

## Minutes of the Annual Parish Council Meeting held on Thursday 26 May 2022 immediately after the Annual Parish Meeting at Wreay Village Hall

**Present:** Cllrs I Stewart (Chairman), D Pearson, B Dodd, T Gear, C Stringfellow, John Westmorland & Stan Bird

**Also Present:** R Kelly, (Clerk/RFO), Cllr Linda Mitchell, Cllr Trevor Allison, Geoff Mitchell & 1 member of the public

### **All councillors and members of the public present must comply with the risk assessment for face-to-face meetings (21/45)**

|             |  |
|-------------|--|
| <b>22/1</b> | <b>Election of Chairman</b><br>Cllr Ian Stewart was elected as Chairman for the year   |
| <b>22/2</b> | <b>Election of Vice Chairman</b><br>Cllr Sean Reed was elected as Vice Chairman for the year   |
| <b>22/3</b> | <b>Chair &amp; Vice Chairman to sign Declarations of Acceptance of Office</b><br>Cllr Ian Stewart signed the Declaration of Acceptance<br>Cllr Sean Reed to sign at the next meeting   |
| <b>22/4</b> | <b>Apologies</b><br>Cllr Sean Reed<br>Cllr Rachel Taylor<br>Cllr Joan Hayton<br>Cllr Euan Wallace<br>Cllr Anne McKerrill<br>Cllr Nick Marriner (CCC)   |
| <b>22/5</b> | <b>Minutes of last St Cuthbert Without Parish Council meeting</b><br>The Chairman was authorised to sign, as a correct record, the minutes of the Parish Council Meeting held on 31 March 2022 ( <i>previously circulated</i> )<br><br>SCWPC - Minutes -<br>31.03.2022.pdf  |
| <b>22/6</b> | <b>Declarations of Interest/requests for dispensation</b><br>Cllr Trevor Gear – 22/15  |
| <b>22/7</b> | <b>Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)</b><br>None  |
| <b>22/8</b> | <b>Public Participation</b><br>A parishioner   |
| <b>22/9</b> | <b>County &amp; District Council reports</b><br>To receive and note and information relevant to the parish.<br>Cllr Linda Mitchell advised that potholes seem to be being repaired by the Coppice.<br>Geoff Mitchell introduced himself as the new Shadow Cumberland Authority Councillor for the Wetheral area.<br>Cllr Trevor Allison advised he is also standing on the Shadow Cumberland Authority Council.<br>Trevor advised that the HIMS reporting system is not adequate, and that he reports any issues to the local parish council.<br>Trevor advised he has received complaints about the development at Lowry Street |

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being used as parking for the contractors.  
Trevor presented the report on the ATC at Carleton. To be discussed further at the July meeting, along with the reports for the other ATC's.



St Cuth. ATC A6  
Speeds at Carleton.pd

**22/10**

## **Carlisle South Link Road**

Cllr Dave Pearson advised that a tree has been damaged. Dave took photos and reported to Cumbria County Council. Dave has an outstanding complaint lodged. A public footpath has also been blocked. This has also been reported.  
As of 27 May 2022, Morgan Sindall are withdrawing from the project.

**22/11**

## **St Cuthbert's Garden Village**

Cllr John Westmorland advised he attended a meeting where the only update was that due to the issues with the Carlisle South Link Road the project may be postponed.

**22/12**

## **Applications for Development**

22.1 - The decisions made by Carlisle City Council were noted:

| Ref no. | Description  | Location            | Comment |
|---------|--|---------------------|---------|
| 22/0217 | Erection of detached outbuilding to provide annexe accommodation (revised application) | Glendale, Carleton, | Granted |

22.2 - The below submissions to Carlisle City Council were ratified:

| Ref no.                  | Description   | Location   | Comment  |
|--------------------------|---|--|--|
| Various, as listed below | Variation of conditions 1, 4, 5, 6, 9, 14 & 15 and removal of conditions 2, 3, 11 and 12 of previously approved application 18/0116 (residential development to provide 42no. Dwellings (33no. Houses and 9no. Apartments) - works to be carried out include new build, the conversion of existing buildings and works to form two improved vehicular accesses including the demolition of no.68 durdar road) | Former stables, Horsebox & Lorry Park on land adj Blackwell House, Durdar Road | No comments  |
| 22/0248                  | (zone 1)  |  |  |
| 22/0250                  | (zone 2)  |  |  |
| 22/0251                  | (zone 3)  |  |  |
| 22/0252                  | (zone 5)  |  |  |
| 22/0253                  | (zone 4)  |  |  |
| 22/0357                  | Creation of new secured de-escalation courtyard with perimeter anti-climb fencing and secure gated access; installation of new resin/tarmac paving hard standing and bench; alterations to existing windows to suit new layouts and configuration of ward, including infill of existing windows, reduction of window Heads for maintenance and newly  | Garlands Clinic & Hospital, Cumwhinton Drive                                   | Object – to any further development on Cumwhinton Drive until the road surface is brought up to an adoptable |

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|   |  |                                     |                |
|---|--|-------------------------------------|----------------|
|   | formed openings/windows; alteration to existing fire escape door to offer increased security (part retrospective)  |                                     | standard       |
| 22.3 - The following application/s for development were considered: |  |                                     |                |
| <b>Ref no.</b>  | <b>Description</b>   | <b>Location</b>                     | <b>Comment</b> |
| 22/0378   | Erection of single storey rear/side extension to provide enlarged Kitchen/dining; erection of new 2.08 metre high garden wall to side (revised application)  | 9 Parkland Avenue                   | No comments    |
| 22/0316   | Erection of single storey extension to provide kitchen & 1no. En suite bedroom; erection of outbuilding  | 39 Dalesman Drive                   | No comments    |
| 22/0210   | Erection of two storey side & rear extension to provide garage, utility & kitchen on ground floor with 2no. bedrooms & bathroom above  | Millhome, Carleton Road             | No comments    |
| <b>22/13</b>  | <b>Uncontrolled Development at Cumwhinton Road &amp; Scotby Broomfallen Road</b><br>The issue is ongoing.  |                                     |                |
| <b>22/14</b>  | <b>Common Land on Lowry Street</b><br>The Party Wall & Access Agreement has been received and agreed. The clerk holds the cheque for if the works are not completed to a satisfactory standard.  |                                     |                |
| <b>22/15</b>  | <b>Speckled Wood Ph2</b><br>The issues are ongoing concerns regarding the highways access to the above. The Clerk advised that a formal complaint has been submitted.  |                                     |                |
| <b>22/16</b>  | <b>Governance &amp; Policies</b><br>The below policies were considered & adopted:  |                                     |                |
|   | Appraisal policy   | Equality and diversity policy       |                |
|   | Code of Conduct  | Financial regulations               |                |
|   | Communication policy   | Fixed assets                        |                |
|   | Complaints policy  | Freedom of information policy       |                |
|   | Co-option policy   | Grant policy                        |                |
|   | Co-option form   | Health & Safety policy              |                |
|   | Co-option procedure  | Record Management policy            |                |
|   | Data Protection Policy   | Risk management policy and protocol |                |
|   | Disciplinary & grievance policy  | Standing Orders                     |                |
|   | Discretionary grant application form   | Training Policy                     |                |
|   | Diversity pledge   |                                     |                |
| <b>22/17</b>  | <b>Risk Management and Liabilities</b><br>The clerk advised there were no issues.<br>The SID which has been bought for Brisco was discussed, and it was agreed to purchase a charger so that the solar panel is not needed. The clerk to contact Solway Garden & Landscapes to see if this is something he can installed and commissioned.                                       |                                     |                |
| <b>22/18</b>  | <b>Highways</b><br>Cumwhinton Drive – the road has been planed ready for works.<br>Drainage works to Creighton Rugby Club & Cumwhinton Drive have taken place.<br>It was noted that highways issues are best reported to the Cumbria County Council Highways Information System, either online of by the phone: 0300 303 2992 or <a href="https://cumbria-">https://cumbria-</a> |                                     |                |

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**22/19**

## Financial Matters

19.1 – The income was noted:

| Date       | Payee       | Budget Head              | Amount £  |
|------------|-------------|--------------------------|-----------|
| 19/04/2022 | Carlisle CC | Precept                  | 25,500.00 |
| 26/04/2022 | HMRC        | VAT return YE 30.03.2022 | 2,203.08  |

19.2 – The payments detailed below were approved:

| Date       | Payee               | Cheque No. | Budget Head                                    | Amount £ inc VAT |
|------------|---------------------|------------|--|------------------|
| 31/03/2022 | Unity               | DD         | Service Charge                                 | 18.00            |
| 04/04/2022 | N Power             | DD         | Lighting                                       | 73.83            |
| 28/04/2022 | HMRC                | SO         | Salary   | 96.55            |
| 28/04/2022 | R Kelly             | SO         | Salary – April                                 | 662.60           |
| 03/05/2022 | I Rumney            | SO         | Bus Shelter Cleaning/<br>Playground Inspection | 180.00           |
| 03/05/2022 | I Rumney            | SO         | Grass cutting                                  | 757.06           |
| 26/05/2022 | J Airey             | 300009     | Internal Audit                                 | 50.00            |
| 26/05/2022 | CALC                | 300010     | Subscription                                   | 558.40           |
| 26/05/2022 | DM Payroll Services | 300011     | Accounting fees                                | 120.00           |
| 26/05/2022 | R Kelly             | 300012     | Expenses and Mileage                           | 110.86           |

19.3 - The balances at the bank, as of 15 May 2022 were noted:

Community Account: £68,013.79

19.4 - The cashbook reconciled to the bank statement, audited by Cllr C Stringfellow was noted.

19.5 –The audit was discussed, and the Chairman was authorised to sign the Annual Governance Statement and the accounting statements. The comments of the internal auditor were noted.

**22/20**

## Areas of Concern

Carleton – Junction 42 – grass / verges need cut. The clerk advised this issue has been reported and the works are to be completed soon.

Lowry Street – parking on the green parish land. Dumper & telehandler regularly using the highway and not giving way to walkers etc. Water is running off the site. The road surface at Lowry Street is being damaged by the construction plant. The road surface is covered in Mud. At the end of Lowry Street a property has been built right next to a Hawthorn tree, not taking into consideration the tree root protection area. The Clerk report to the developer.

Durdar Cross roads – cone in the road – over a hole – the hole needs filled in!! The clerk to report to CCC HIMS

Dalston to Durdar road – fence taken out. Needs some reflective items to prevent vehicles coming off the road. The Clerk to report.

Sewell Lane – Overhanging branches, road needs swept. The Clerk to report.

**22/21**

**Date of next meeting** – the next meeting is scheduled for 28 July 2022 – Wreay Village Hall

The meeting was closed at 20.50