

St Cuthbert Without Parish Council

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW
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www.stcuthbertwithout.org.uk

Minutes of the St Cuthbert Without Parish Council meeting held on Thursday 28 November 2024 at 7.30pm at Carleton Clinic.

Present: S Reed (Chair), S Bird, M Bowman, T Gear, E Nanson, I Stewart, M Turnbull, E Wallace

Also present: N Phillips (Clerk/RFO), Cumberland Cllrs Patrick and Ellis, Jackie Rudd – Community Development Officer – Cumberland Council,

Minutes

64. **APOLOGIES FOR ABSENCE** - received apologies and approved reasons for absence from Cllrs Bradford, Graham, Hayton and Stringfellow

65. **MINUTES OF THE COUNCIL MEETING held on 26 September 2024** - authorised the chair to sign, as a correct record, the minutes of the meeting held on 26 September 2024.

66. **DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION**

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any personal interests in items on the agenda and their nature
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
- d. To make any requests for dispensation

67. **Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**
To decide whether there are any items of business which require exclusion of the press and public - item 76

68. **PUBLIC PARTICIPATION none present**

69. **CUMBERLAND COUNCILLOR REPORTS—received** a short presentation on Community Panels – SCWPC is located in both the Petteril and (BFNC) Border, Fellside and North Carlisle community panel areas. Each has specific foci and funding that is available for bids that fit into the specific areas of focus. The foci are BFNC – Community Facilities and Support, Environment and Highways, Petteril – Children and Young People, Emotional Wellbeing and Mental Health and Environment. There will be Neighbourhood Investment Plans set up by March 2027 in conjunction with communities and panels.

New Cumberland Cllr Gareth Ellis was welcomed to the meeting.

Feedback from Cumberland Councillors: Boundary Commission changes may impact on parish boundaries with changes to come into force for 2027. Cumberland Budget consultation imminent with consultation available online including an interactive

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tool. Play area at Pennine Way - upgrade has mainly been completed. Cumwhinton Drive likely to be adopted in 2027.

£5m funding secured from central government to improve bus routes with a survey currently open

Speed survey has been commissioned on Newbiggin Road.

70. POLICE MATTERS –resolved to submit the following matters to the Local Focus Hub – increase in Nitrous Oxide use in Carleton and Brisco as well as antisocial behaviour at night time with young people on bikes in the Parklands Area.

71. PLANNING APPLICATIONS -

a. resolved to submit observations on the following applications

24/0682	17 Cawflands, Durdar, Carlisle, CA2 4UH	Demolition Of Existing Garage; Erection Of Two Storey & Single Storey Side Extension To Provide Hall, Utility, WC & Garden Room On Ground Floor With 1no. Bedroom Above
No observations		
24/0689	St John Henry Newman Catholic School, Scalegate Road, Carlisle, CA2 4NL	Erection Of Single Storey Reception And Waiting Room
No observations		

b. noted the following applications that were delegated to the Clerk for decision following consultation with councillors and the comments below made online.

24/0034/TPO	Land to the rear of 12 and 14 Twickenham Court, Carlisle CA1 3TW	Crown Reduction To 2no. Lime Trees Subject To TPO308	No objections
Due to a vested interest the clerk sought to liaise widely with councillors on this application. 8 councillors responded that they did not object.			
24/0611	8 Worthington Place, Carlisle, CA1 3TS	Erection Of Freestanding Car Port	Whilst there were some concerns raised by councillors that the proposal would detract from the appearance of the Victorian Chapel and surrounding landscape there was a split between this and those who had no objections.

c. To Note the following applications were granted approval

24/0412	River Forge, Carleton, Carlisle, CA4 0AA	Display Of 2no. Non Illuminated Free Standing Signs
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72. FINANCE

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a. Payments- authorised schedule of payments totalling £4137.84 (VN 48-66)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
Payments already authorised as S/Orders/Direct Debits							
51	23/09/2024	SSE Energy Solutions	0	Footway lighting	0.00	81.03	81.03
52	30/09/2024	Unity Trust Bank	0	Bank charges	18.00	0.00	18.00
54	31/10/2024	Unity Trust Bank	0	Bank charges	5.40	0.00	5.40
58	27/11/2024	Nick Phillips	0	Salary	891.00	0.00	891.00
57	27/11/2024	HMRC	0	PAYE	18.35	0.00	18.35
59	27/11/2024	Unity Trust Bank	0	Bank charges	5.40	0.00	5.40
53	22/10/2024	SSE Energy Solutions	0	Footway lighting	74.68	3.73	78.41
Payments made for which authority had been given in previous meetings							
49	24/10/2024	Autospeedwatch Limited	Order 369	Speed Indicator Device	881.85	0.00	881.85
50	27/10/2024	Autospeedwatch Limited	INV 374	Speed Indicator Device	23.39	0.00	23.39
48	05/10/2024	Parish Noticeboard Company	11593	Noticeboards	275.00	55.00	330.00
Payments noted that are due to be paid							
65	27/12/2024	Unity Trust Bank	0	Bank charges	5.40	0.00	5.40
55	28/11/2024	Information Commissioners Office	0	Registration fee	35.00	0.00	35.00
66	01/01/2025	Solway Garden and Landscapes	0	Playground and bus shelters	50.00	10.00	60.00
66	01/01/2025	Solway Garden and Landscapes	0	Playground and bus shelters	100.00	20.00	120.00
Payments authorised – to note VN61 and 62 are as a result of the National Pay Award which is a contractual payment backdated to 1/4/2024 and is the back pay part of the award. VN VN63 and 64 are the new pay rates and HMRC payments for the standing orders.							
62	29/11/2024	Nick Phillips	0	Salary	253.19	0.00	253.19
61	29/11/2024	HMRC	0	PAYE	125.36	0.00	125.36
56	29/11/2024	Autospeedwatch Limited	INV399	Speed Indicator Device	241.14	0.00	241.14
63	27/12/2024	HMRC	0	PAYE	32.29	0.00	32.29
60	27/11/2024	Nick Phillips	0	Expenses	8.25	0.00	8.25
64	27/12/2024	Nick Phillips	0	Salary	924.38	0.00	924.38

- b. **Monthly reconciliation (September and October) –received and noted** the reconciliation and balances checked by Cllr Stringfellow.
- c. **Monthly budget update- received and noted**
- d. **Receipt –noted** receipt from Unity Trust Bank – interest R06 £176.49
- e. **Noted** – The clerk has transferred a further £10000 to the savings account.

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73. **Gov.uk domain**- discussed and resolved to move to a gov.uk domain and email system for the clerk and all councillors.
74. **Defibrillators in the parish**- discussed and resolved to authorise the clerk to purchase and arrange installation at The Creighton Rugby Club, Carleton Day Centre, Durdar Garage, to investigate whether current device at Wreay School is public access all of the time – if not to provide a defibrillator at Wreay Village Hall.
75. **Car Park and Picnic area** –received a report on the current situation and resolved to create a working party to work with the CSLR team and report back, with the following membership: Clerk, Cllrs Reed and Nanson.
76. **Grass Cutting Contract** –resolved to award a new four year contract to our current contractor and resolved to use financial regulation 5.12(iii) and 5.13 as reasons for not seeking further quotes at this stage.
77. **Budget 2025-26** –received a draft budget and agree the following
 - i. **The budget headings and suggested amounts**
 1. **Agreed to budget for higher salary and ask Clerk to bring rationale to next meeting.**
 2. **Noted NI Increase has increased cost by over £700.**
 3. **Agreed – to the addition of Working From Home Allowance in outturn and budget.**
 4. **Agreed – to increase the risk management budget and ringfence.**
 5. **Noted that an increase in grounds care is likely.**
 6. **Agreed to the increase in Outturn for Speed Indicator devices and ongoing budget.**
 7. **Agreed to create a ring fenced maintenance fund.**
 8. **Agreed – to provide money for benches.**
 9. **Agreed to purchase defibrillators in the parish and to spend some of the budgeted money this year.**
 10. **Agreed – to spend money on community plan engagement.**
 11. **Agreed – to ring fence money for open space development.**
 12. **Agreed to create a £5000 emergencies contingency each year with the Clerk to produce a plan/policy.**
 - ii. **The level of the precept to levy on Cumberland Council for 2025-26 was set at £24000 decided by a majority vote 6/8.**
78. **Community Led Plan** –received the attached documents and resolved to create a community led plan and resolved that the plan is worked on by Cllrs Turnbull, Bowman and the Clerk, absent councillors to be asked if they would like to join group, Cllr Reed as reserve if none forthcoming.
79. **Reported issues with contractor vehicles at Carlisle Brickworks in Brisco** –received a report and authorised the Clerk to write to the company.

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80. **St Cuthbert's Garden Village** – to receive any updates – a plan was shared with members.
81. **Clerk's verbal report:** to receive feedback on the following items
- a. Planning training -The clerk shared details of a training session he had attended with feedback on how to make successful representations that are useful in a planning context.
 - b. Garden Village joint meeting on 13th January at 7.00 pm at Cummersdale Village Hall.
82. **Councillors' reports and items for future agenda**
- Chapel Hill road layby still outstanding**
Cumwhinton Drive – huge undertaking that has been well managed and workers have had delays caused by Cumberland Council inspections and will hopefully adopted soon.
- Concern was raised about planning enforcement at Traveler site**
Redcat Road – potholes have been filled in again
Burthwaite traffic lights- on red at all times with priority for construction vehicles – Clerk to raise with CSLR team.
- Concerns raised about road sweeping on CSLR.**
Cumwhinton Drive works – concerns had been raised to a councillor about pedestrians having to walk through muddy footpath that was unlit and uneven.
Willow Place- will receive more steel palisade fencing – a councillor reported receiving complaints about this. Clerk provided feedback that this was at direction of the residents' management committee rather than repeatedly replacing damaged wooden fencing.
83. **Date of next meeting**
The next meeting of the Parish Council will take place on Thursday 23 January 2025 in The Creighton Rugby Club at 7.30pm.
Agenda items to be submitted to the Clerk by 12 noon on Friday 10 January 2025.
Meeting closed at 21.15