**BURGH BY SANDS PARISH COUNCIL**

Minutes of the Meeting of Burgh by Sands Parish Council

Tuesday 6th March 2018 in Burgh By Sands Parish Hall 7:30 to 9.00pm

Present: Chairman J Stonebridge, Vice Chairman A Taylor, Cllrs P Ditch, G Ferguson,

M Hairsine, L Kelton, D Metcalfe, J Norman, V Sealby, RFO & Clerk Isobel Elsdon

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| 18178 | Apologies received from CCCllrs J Collier and T Allison and Cllr V Ferriby. |
| 18179 | The Minutes of 06.02.18 were authorised as a true record.\*\* |
| 18180 | Chairman’s Announcements: There were no announcements. |
| 18181 | \* Declarations of interest: D Metcalfe and V Sealby declared interest in planning application 18/0101 and J Norman declared interest in planning application 18/0150 |
| 18182 | Adjournment for Public Participation\*\* 19:37 19:53  D Metcalfe raised objections re planning application 18/0101 and J Norman raised objections re planning application 18/0150.  Email received from a resident of Moorhouse regarding a tree that has been uprooted expressing concerns of risk of it falling over causing damage to hedgerow and fence at the back of the common land. J Norman agreed to fell the tree in due course at no cost and keep the wood for logs.  J Stonebridge read out a short report from CCClr Allison:-  “I am emailing Kevin Crawley regarding the re-locating of the SID at Thurstonfield and will forward on his response when received.  Together with affected local residents, I am arranging a site visit with the Flood Officer of the County Council, at Thurstonfield. The co-ordinator there is Mike Dunglinson. This is a long standing serious flooding problem and associated mud deposits from a lane which we understand to be adopted highway.  The school transport project is progressing slowly. A commercial colleague has established a route and will be approaching local taxi firms with multi-seat vehicles”. |
| 18183 | Report from the Parish Clerk:  Clerk to attend GDPR training on 7th March to be held in Penrith, at cost of £70.00  Two Training sessions for Cllrs to take place on Tuesday 15th and 22nd May at 7.30pm. Clerk to invite neighbouring Parish Councils to attend.  NALC have produced a GDPR toolkit, with an action and templates to work through. Discussed advice from NALC that Clerk/RFO may not be qualified and possible conflict of interest. Clerk to report back from training course.  Report from the RFO: The Financial Report and Risk Assessment were circulated (see last  Page)\*\* |
| 18184 | Planning Applications, Decisions, Enforcement & Correspondence up to 06.03.18\*\*  **Tree Preservation Order** – 2018 no 295 Land to the south of Fort House, Burgh by Sands, Carlisle CA5 6AP- no objections raised.  **Decisions** - Erection Of Single Storey Rear Kitchen Extension, Stanthwaite, Permission granted **Appn Ref: 17/0514**  Erection Of 1no. Dormer Bungalow With Detached Double Garage( Land to the south of Fort House, Burgh by Sands, Carlisle, CA5 6AP Permission refused. **17/1010**  **Applications**  Proposal: Demolition Of Outbuilding; Erection Of Two Storey Rear Extension To Provide Kitchen/Diner On Ground Floor With Bathroom, Bedroom And Balcony Above Together With Erection Of Detached Garage. Location: Sundown Cottage, Burgh by Sands, Carlisle, CA5 6AX **Appn Ref: 18/0101** D Metcalfe and V Sealby left the room. Observations raised and a decision to object was agreed and a site visit to be requesed.  Proposal:Erection Of Detached Garage And Garden Store. Location: Station Cottage, St Lawrence Place, Burgh by Sands, Carlisle, CA5 6BS **Appn Ref: 18/0124** No observations.  Proposal: Replacement Of 6no. Front Windows And Front Door (LBC) Location: 9 The Courtyards, Moorhouse, Carlisle, CA5 6EX A**ppn Ref: 18/0135** No observations Proposal: Erection Of 3no. Dwellings (Reserved Matters Application Pursuant To Outline Approval 14/0928). Location: Land adj The Meeting House, Moorhouse, Carlisle, CA5 6EL **Appn Ref: 18/0150** J Norman left the room. The Council raised concerns about access at the main road. |
| 18185 | Councillors’ Reports. – Nothing to report–. |
| 18186 | Mini Bus School Transport Ongoing - See above, CCClr Allison’s report |
| 18187 | PC Website\*\* – Three quotes received from Rocket Sites, Ryan Terpilowski and Netwise UK. PC agreed to go ahead with Rocket Sites quotation. D Metcalfe to contact Matt Strickland re login details and website requirements. |
| 18188 | Notice Boards\*\*- P Ditch to obtain quotes from Notice-It Ltd for a 2 bay and single door noticeboards. |
| 18189 | Grass and hedge cutting\*\*One year of contract left to run for grass cutting. I Elsdon to inform B Colville of new email address for him to send his invoices. To obtain a quote for cutting allotment hedges. |
| 18190 | Speed Activated Devices for Thurstonfield and Burgh\*\* PC agreed to have it intstalled on Village Green, Burgh |
| 18191 | Change of signatories\*\*Aidan to take ID to solicitors to sign mandate on behalf of PC. |
| 18192 | Rifle Range Lonning\*\*Collapse to the lane leading to the sewage works in Burgh clerk to report to united utilities and environment agency, |
| 18192 | Items for the next Agenda\*\* Noticeboard quotes, PC website update. |
| 18193 | Date and Venue for the next meeting. The next meeting is to be held on Saturday 24th March at Burgh by Sands Village Hall at 9.30am. This date has been changed from Saturday 7th April due to urgent planning application. |

\*\* Decisions \* For Information

**Parish Council Financial Report**

**Meeting date 06th March 2018**

**The following payments have been made after they were approved at the Parish Council meeting held on 06th February 2018.**

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| **Mrs I Elsdon** | **Expenses** | **£ 46.99** |
| **Burnetts Solicitors** | **Registration of Common Land** | **£300.00** |
| **CALC** | **Good Councillor Guides** | **£ 7.00** |
| **Notice-It Ltd** | **Notice Board** | **£895.00** |
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**Payments made since last meeting.**

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| **None** |  |  |

**The following requests for payment have been received or are pending.**

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| **Thomas Graham** | **Fittings** | **£ 11.77** |
| **Mrs I Elsdon** | **Expenses** | **£ 104.95** |
| **Mrs I Elsdon** | **Salary** | **£1129.75** |