**BURGH BY SANDS PARISH COUNCIL**

Minutes of the Meeting of Burgh by Sands Parish Council

Saturday 24th March 2018 in Burgh By Sands Parish Hall 9.30 am to 11.00am

Present: Chairman J Stonebridge, Vice Chairman A Taylor, CCClrs J Collier, T Allison, Cllrs G Ferguson, M Hairsine, D Metcalfe, J Norman, V Sealby, RFO & Clerk Isobel Elsdon

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| 18194 | Apologies received from Cllrs P Ditch and L Kelton. |
| 18195 | The Minutes of 06.03.18 were authorised as a true record.\*\* |
| 18196 | Chairman’s Announcements: There were no announcements. |
| 18197 | Declarations of interest\*: Cllrs Metcalfe and Sealby declared interest in Appn Ref 18/0101. |
| 18198 | Adjournment for Public Participation\*\* 9:40 to 9:51  Report from CCCllr T Allison. Update given on progress of school mini bus, taxi firms too costly and limited to a maximum of 8 people. TA to contact local coach companies to see if they have any spare vehicles for a school run.  TA asked if PC will fund a portaloo for this coming season. Agreed we should and aim to get it installed in time for Easter holidays.  TA updated the PC on the flooding issue at Thurstonfield. TA has had a site visit with Peter Allan and residents affected by the flooding. PC pleased Peter is addressing the issue. Clerk to ask Peter to keep PC updated as this issue progresses.  D Metcalfe wished to express appreciation to the City Council regarding how well the gritters and snow ploughs had kept the road from the bypass to Burgh cleared during the recent inclement weather. |
| 18199 | Report from the Parish Clerk:  Private Highways Private Works Agreement received for SAD, for £1800 – signature from Chairperson obtained.  CPD – Calc have asked if Cllrs require training sessions on planning, one aimed at new Cllrs and for more experienced Cllrs. Both sessions will last about 4hrs. Agreed to express interest for both sessions.  Report from the RFO: The Financial Report and Risk Assessment were circulated (see last  Page)\*\* |
| 18200 | Planning Applications, Decisions, Enforcement & Correspondence up to 24.03.18\*\*  **Decisions**  Appn Ref 17/0985 – Permission granted  **Applications**\*\*Cllrs Metcalfe and Sealby left the room.  Resubmission of **Appn Ref 18/0101** 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  Objections raised:   1. The size of the extension is a substantial increase in the size of the property especially when viewed in profile and dominates the surrounding properties, all of which are much smaller than the proposed development. 2. The extension will overshadow the gardens at neighbouring properties. 3. The chimney will produce particulates which when carried in the prevailing winds will impact on the surrounding houses. 4. The materials used, especially obscured glazing, is not in keeping with the vernacular styles. 5. There is lack of clarity of the plans for the outhouses. 6. With respect of the development, Signage was quickly removed, therefore neighbours did not know of the variations and increased time in which to object. 7. The increased foul water created will further burden a system that cannot cope at peak time. |
| 18201 | Councillors’ Reports. – Nothing to report–. |
| 18202 | GDPR update: A number of Parish Councils have contacted CALC after receiving the NALC toolkit. Comments were that the document was too long and complicated to be helpful. CALC are aiming to produce a slimmed down version, that will hopefully set out in clearer terms, the key tasks we must complete in order to comply with the new regulations.  Clerk reported on GDPR training and the need to create a Data Protection statement to send to anyone we hold personal data on informing them what we hold and why it is used and asking for their consent. |
| 18203 | PC Website\*\*Agreed to pay for domain name and hosting of website and email addresses. Discussed a good opportunity to purge data when existing website is closed down to comply with data protection. |
| 18204 | Notice Boards\*\*- Discussed quote obtained from Notice-It Ltd for a 2 bay and single door noticeboards. It was agreed Cllr Sealby to obtain a quote from a local joiner. |
| 18205 | Items for the next Agenda\*\* Noticeboard quotes, PC website update, GDPR update, Thurstonfield flooding, playground visits, Tesco grant to support cost of Portaloo. |
| 18206 | Date and Venue for the next meeting. The next meeting is to be held on Tuesday 1st May 2018 in Burgh by Sands Village Hall at 6.30 pm |

\*\* Decisions \* For Information

**Parish Council Financial Report**

**Meeting date 24th MARCH 2018**

**The following payments have been made after they were approved at the Parish Council meeting held on 6th March 2018.**

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

**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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| **CALC** | **GDPR Training** | **£ 70.00** |
| **Mrs I Elsdon** | **Salary** | **£300.00** |
| **Mrs I Elsdon** | **Expenses** | **£ 88.59** |
| **Thurstonfield Chapel** | **Hall Hire** | **£ 30.00** |