**BURGH BY SANDS PARISH COUNCIL**

Minutes of the Meeting of Burgh by Sands Parish Council

Tuesday 6th November 2018 in Burgh by Sands Village Hall at 7.30pm

Present: Chairman J Stonebridge, Vice Chairman A Taylor, Cllrs P Ditch, G Ferguson, V Ferriby, M Hairsine, L Kelton, D Metcalfe, J Norman, V Sealby, CCClrs J Collier, T Allison, Clerk Isobel Elsdon

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| 18305 | Apologies – There were no apologies received. |
| 18306 | The Minutes of 10.09.18 were authorised as a true record. |
| 18307 | Chairman’s Announcements: There were no announcements |
| 18308 | Declarations of interest: No declarations of interest received. |
| 18309 | Adjournment for Public Participation and reports from CCCllrs JC and TA 9:37 – 9:53 One member of public present.  A member of the public brought a defibrillator along to the meeting which he has purchased to be housed on the wall of the Greyhound Public House in Burgh. He has offered to carry out training sessions on the use of the defibrillator for the community, to include children and parents of Burgh School. A discussion took place regarding the parish council helping to organise the training and provide the Burgh Village Hall as a venue. Cllrs Hairsine and Sealby volunteered to help organise 2hr sessions in Village hall. To add onto agenda for PC next meeting.  CCCllr Allison is still trying to contact owner of field in Thurstonfield regarding moving of gate to prevent flooding. TA has contacted Officer at Cumbria County Council again to expedite the relocation of the SID at Thurstonfield. TA is supporting PC re grant applications for SID devices in Burgh and Thurstonfield and discussed deferring grant applications. |
| 18310 | Reports from the Parish Clerk  Order acknowledgement has been received from Swarco for SID for Burgh.  A complaint from a resident has been received regarding damage to a tree in Ashtree Square. This is a matter for Riverside.  Uprooted tree at entrance to the Rifle Range Lonnin, CCCllr Allison to inspect and report to Highways.  Discussed guide for Parish/Town Councils regarding Improving Community Resilience. Emergency meetings are held to deal with any emergencies within the community and all Cllrs are available by email and get involved when problems arise. Link to guide to be sent to all Cllrs for their information.  North West Coastal Access update, Gretna to Allonby – may be mid 2019 before access rights can be commenced.  RFO Financial Report and Risk Assessment,: Cheques to be signed, see page 3 |
| 18311 | Planning Applications, Decisions, Enforcement & Correspondence up to 13.10.2018  **Decisions**  **Appn Ref:18/0725** – Permission Granted, **Appn Ref: 18/0628 -** Permission Granted  **Appn Ref: 18/0601 –** Permission refused  **Applications**  **Proposal:** Erection Of 2no. Single Storey Orangeries To Side And Rear; Erection Of Detached Car Port **: Location:** Burgh House, Burgh by Sands, Carlisle, CA5 6AN **Appn Ref 18/0851 - -No Comments**  **Proposal:** Erection Of 2no. Single Storey Orangeries Including Ground Floor Internal Alterations; Erection Of Detached Car Port (LBC): Location: Burgh House, Burgh by Sands, Carlisle, CA5 6AN **Appn Ref 18/0852 - -No Comments**  **Proposal:** Works To 1no. Oak, 1no. Beech And 1no. Sycamore Subject To TPO 36 (Area G4) **Location:** Dykesfield House, Burgh by Sands, Carlisle, CA5 6AG **Appn Ref: 18/0032/TPO - No Comments**  **Proposal:** Removal Of 1no. Scots Pine; Replace With Rowan Or Similar In Burgh by Sands Conservation Area **Location:** Orchard Cottage, 4 Orchard Close, Burgh By Sands, Carlisle, CA5 6BZ **Appn Ref: 18/0059/S211 - No Comment**  **Proposal**: Replace Existing Garage With New Garage/Workshop **Location**: Milston House, Thurstonfield, Carlisle, CA5 6HQ **Appn Ref: 18/0826** **No Comments** |
| 18312 | Councillors’ Reports. – Cllr Stonebridge attended funding fair, grants are available for new projects that improve resilience within the community. Cllrs Sealby and Hairsine attended training for Planning and Cllr Hairsine forwarded slides onto all Councillors. A discussion took place regarding Cllrs not being allowed to speak at site visits. The Cllrs feel that the PC are best placed to comment on how planning application impact on the local community. CCCllr Collier to report to planning as this does not appear to be stated anywhere in the guidelines. |
| 18313 | Village Hall Storage Facility. Unresolved as no representative from Village Hall Association present. |
| 18314 | Play area in Burgh - Repair work has been completed, furniture, shelter and signpost need refreshed. Cllrs Ditch and Sealby to organise cleaning. |
| 18315 | Notice board in Moorhouse has arrived, installation to be installed in Bus Shelter and to repair broken panel when new noticeboard is fitted. |
| 18316 | Carlisle bus service. Cllr Ditch brought to PC’s attention a scheme within the City where pensioners can travel into city centre on school bus after children have been dropped off at school, at a cost of £1.20, whereas in Burgh the cost is £4.80 therefore the bus is going back into Carlisle empty. CCCllr Allison is to take this up with the County Council. |
| 18317 | Community Consultation and Parish Plan – questionnaire was checked and to be printed on yellow paper and be submitted in the parish magazine. |
| 18318 | Speedwatch in Thurstonfield – There has been an analysis of speeding in Thurstonfield by the Police Community Support Officers which has been televised on local TV. Cllr Stonebridge to write to PCSO regarding not communicating with the Parish Council regarding the speedwatch project and there being no reference to the support from the PC regarding the installation of SID. |
| 18319 | Grant Applications -Two applications have been received from the Parochial Church Council. The full amount applied for of £380.00 was awarded for the production of the parish magazine and £420.00 was awarded to assist with the cost of maintaining the churchyards. |
| 18320 | Portaloo and contribution from Village Green Association – Contribution of £34.85 received from Village Green Association – Clerk to arrange for collection of Portaloo. |
| 18321 | Councillors’ responsibilities defer to next meeting. |
| 18322 | Finance Committee to defer until planning committee is established. |
| 18323 | Planning Committee. Cllrs Ferguson, Sealby, Hairsine, Kelton and CCCllr Collier agreed to set up a planning committee. Clerk to check guidelines and procedures for sub committees. |
| 18324 | Proposed amalgamation of administration between Burgh and Beaumont parish councils - to be deferred to next meeting. |
| 18325 | Fence and Gatepost at Pond on Hill – Cllr Norman to repair and was reminded by Cllr Stonebridge to claim expenses. |
| 18326 | Items for the next Agenda – Councillors’ responsibilities, Proposed amalgamation of administration between Burgh and Beaumont parish councils, Organisation and Hire of Hall for Debfibillator Training session, New Sign at Moorhouse, Planning Committee. |
| 18304 | Date and Venue for the next meeting – Tuesday 6th November 2018 in Burgh by Sands Village Hall at 7.30 pm. |

**Parish Council Financial Report**

**Meeting date 13th October 2018**

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**The following payments have been made after they were approved at the Parish Council meeting held on 10.09. 2018.**

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| **Mrs I Elsdon** | **Salary** | **£324.00** |  |  |  |  |  |  |
| **Mrs I Elsdon** | **Expenses** | **£ 51.99** |  |  |  |  |  |  |
| **Hampshire Flag Company** | **National Flag** | **£ 33.60** |  |  |  |  |  |  |
| **Burgh by Sands Public Hall** | **Hall Hire** | **£ 32.50** |  |  |  |  |  |  |
| **HMRC** | **Payment** | **£100.00** |  |  |  |  |  |  |
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**Payments made since last meeting.**

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| **Borderloos** | **Portable Toilet** | **£417.94** |

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

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| **Borderloos** | **Portable Toilet** | **£136.28** |
| **CGM Colvilles** | **Grass Cutting** | **£720.00** |
| **Playforce** | **Seat** | **£232.98** |
| **J Sealby** | **Maintenance** | **£250.00** |
| **CALC** | **Planning Course** | **£ 76.00** |
| **I Elsdon** | **Salary** | **£324.00** |
| **I Elsdon** | **Expenses** | **£105.81** |
| **BBS Parochial Church Council** | **Grant for Parish Magazine** | **£380.00** |
| **BBS Parochial Church Council** | **Grant for Church Grounds Maintenance** | **£420.00** |