**BURGH BY SANDS PARISH COUNCIL**

Minutes of the Meeting of Burgh by Sands Parish Council

Tuesday 4th December 2018 in Thurstonfield Church at 7.30pm

Present: Chairman J Stonebridge, Vice Chairman A Taylor, V Ferriby, L Kelton, J Norman, V Sealby, CCCllrs T Allison and J Collier, Clerk Isobel Elsdon

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| 18350 | Apologies received from Cllr, P Ditch, M Hairsine and D Metcalfe  |
| 18351 | The Minutes of 06.11.18 were authorised as a true record. |
| 18352 | Chairman’s Announcements: There were no announcements. |
| 18353 | Declarations of interest:- No declarations of interest received. |
| 18354 | Adjournment for Public Participation and reports from CCCllrs TA and JC 7.42pm to 8.10pmCCCllr Collier gave an update on the new electoral arrangements for Carlisle City Council. The final recommendations propose that Carlisle should be represented by 39 city councillors, 13 fewer than the current arrangement. Dalston and Burgh will have 3 councillors. CCCllr Allison:* Reported on the outline planning permission for a substantial housing development next to Burgh school and expressed concerns regarding parking at the school during the morning drop off and afternoon pick up. Cllr Allison to write to Graeme Innes to resolve this issue by ensuring the development includes the creation of parking and to look into the opportunity for an off road walk school route for children from the West end of the village.
* Proposes to install speed strips at Thurstonfield and will feedback to the PC the data received eg type of traffic and speed of vehicles passing through.
* Reported that Mark Wilson is to now the Area Steward for Dalston and Burgh and will be able to help with issues such as flooding etc.
* Will chase up the moving of the gate at Thurstonfield to resolve the ongoing problem of flooding before the inclement weather. It was agreed that the PC will share in the cost for moving the gate.
* Cllr Stonebridge read out a newsletter from Action for Cumbria and it was agreed as we are carrying out a community consultation this should enable the PC to support Action for Cumbria. Leaflets have been distributed and an advert placed in the parish magazine. Cllr Stonebridge to arrange for boxes to be placed in collection points.
* Cllr Norman raised the issues concerning the pond on the hill. He fed back regarding a discussion which took place with the farmer regarding cleaning the ditch and having a cut through for water to go out into the gutter. A more expensive alternative would be creating a catchment pit where the pond would naturally dry up. Cllr Norman to obtain prices.
* Cllr Sealby passed around photographs of Boustead Hill at High tide highlighting problems in this area.
* Concerns were raised regarding the overgrown hedges at the Cedars in Moorhouse. Cllr Taylor to contact the owner to ask if they can trim back the hedges.
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| 18355 | Reports from the Parish Clerk* Common land misregistration:-An email has been received from retired solicitor dealing with the misregistration of the common land Register CL 40. Clerk and Cllr Stonebridge to locate minutes from 5th February 2000, clerk to respond to email.
* A request has been received from Beaumont PC for funding of £400 to support next summer’s playscheme – It was agreed to award £400.
* An advert for Cllr vacancy has been displayed in each noticeboard of the parish and advertised in the parish magazine.
* The vacant ½ allotment plot has been advertised in parish magazine.
* Clerk to send Rota for Cllrs’ surgeries to all members of PC.
* Cllrs Hairsine and Sealby are attending Dementia Awareness Workshop on 18th December 2018.
* Code of Conduct. All Cllrs have completed a “Notification of Pecuniary and Other Registrable Interests forms” in accordance with the Code of Conduct for Parish Councils. We have been reminded that the Code places a duty on all Cllrs to ensure that the information given in their Notice of interest is current and up to date. All Cllrs need to complete a new form if they have changed employment, ownership or renting property etc within 28 days of it taking place. Clerk to bring new forms to next meeting.
* Clerk has been asked to display notices in the notice boards and does so when displaying the agendas. Clerk was reminded that notices should only be displayed if the events are not for monetary gain. Residents can display notices on the public side of the noticeboards in Burgh and Moorhouse.
* Thanks were given to Beaumont Cllr Julie Irving who gave up her time to help the clerk solve problems with PAYE and lodge an appeal against penalty notices received.

RFO Financial Report and Risk Assessment - Cheques to be signed, see page 3  |
| 18356 | Planning Applications, Decisions, Enforcement & Correspondence up to 04.12.18**Decisions****Proposal**: Works to 1no Oak, 1no Beech and 1no Sycamore, subject to TPO 36 (Area G4). **Location**: Dykefield House Burgh by Sands Carlisle CA5 6AG **Appn Ref: 18/0032/TPO**  Permission Granted**Applications****Proposal:** Erection Of 1no Dwelling (Outline) **Location:** Land to the Rear of Croft House, Thurstonfield,Carlisle, CA5 6HE **Appn Ref: 18/1020 –** The following objections were raised:1. Concerns over potential loss of amenity to Aballava, Croft House and Rosemount.
2. Concerns over “tandem building” on the site.
3. The land rises behind the existing houses and will block the evening sun in the summer.
4. Need further detail/information to clarify situation.
5. Recommend Site Visit.
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| 18357 | Councillors’ Reports see above reports in Public participation. |
| 18358 | Building Damage at Moorhouse – CCCllr Allison reported on a complaint received by residents regarding damage to property at the edge of the road at the west end of Moorhouse. It was suggested to advise owner to put reflective strips up or install a protective bollard. It was agreed the Council could not make a contribution to the cost.  |
| 18359 | Infrastructure in Longburgh. It was proposed to purchase a seat for the village. It is hoped residents of Longburgh will come up with own suggestions in the community consultation for how the infrastructure can be improved.  |
| 18360 | Holy Well Wood Footpath - CCCllr Allison suggested clerk to contact David Gibson the Senior Countryside Access Officer and also to ask for advice regarding Footpath past the United Utilities Water Treatment path which leads to the marsh.  |
| 18361 | Moorhouse to Burgh Hedge cutting. Resolved as hedges have now been cut. |
| 18362 | Budget was agreed (attached). |
| 18363 | Thurstonfield VAS Post. CCCllr Allison is to find out date for relocation of post. |
| 18364 | New Sign at Moorhouse. CCCllr Allison to take a photograph of sign and report to Highways. |
| 18365 | Allotments – As 5 year lease will be up in 2019, clerk to produce a cost out of all amounts paid, to include rent, maintenance, materials, resources, cost of solicitors fees etc over last 5 years. This will help to establish whether rents for plots need to be raised. |
| 18366 | Items for the next Agenda - Thurstonfield Flooding, Allotments, planning committee, Pond on the Hill. |
| 18367 | Date and Venue for the next Meeting. The next meeting is to be held on Saturday 5th January 2019 in Burgh by Sands Village Hall at 9.30am. |

**Parish Council Financial Report**

**Meeting date 04th December 2018**

**The following payments have been made after they were approved at the Parish Council meeting held on 06.11. 2018.**

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| **Tamstar Ltd** | **Seat** |  **£ 238.80**  |
| **CGM Colvilles** | **Grass Cutting** |  **£ 240.00** |
| **Wicksteed Ltd** | **Burgh Play Area Maintenance** |  **£1422.22** |
| **Borderloos** | **Portable Toilet** |  **£ 104.15** |
| **RBL Poppy Appeal** | **6 Wreaths**  |  **£ 120.00** |
| **M Hairsine**  | **Travel Expenses** |  **£ 70.00** |
| **I Elsdon** | **Expenses** |  **£ 62.07** |
| **Graeme Dixon Joinery** | **Notice Board Repairs** |  **£ 120.00** |
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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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| **I Elsdon** | **Salary** |  **£ 648.00** |
| **Thurstonfield Church** | **Hire of Hall** |  **£ 30.00** |
| **Graeme Dixon Joinery** | **Repair to Bus shelter** |  **£ 175.00** |
| **At Home PC** | **Office Software Renewal** |  **£ 35.00** |
| **Rocket Sites Ltd** | **Cloud host and Domain**  |  **£ 114.00** |
| **Border Offset Printers**  | **How are we doing leaflets** |  **£ 38.00** |
| **I Elsdon** | **Expenses** |  **£ 46.99** |
| **J H Norman** | **Fence repairs to Pond on Hill** |  **£ 165.65** |