

Burgh by Sands Parish Council Meeting

Minutes, 11th June 2022 Burgh by Sands Village Hall, 9:30am

1. **Welcome**

22025 Present: Cllrs P Ditch, J Ghey, K McConnell Coon, V Sealby, L Kelton, P Winter CCCllrs T Allison & M Russell (clerk) & Karen Heslop

2. **Apologies**

22026 Apologies were accepted from Cllr V Ferriby, D Metcalfe

3. **Chairmans Announcements**

22027 None

4. **Councillor Vacancy**

22028 Karen Heslop, who showed interest in the vacancy, accepted the invitation to attend the meeting and gave a brief summary of her experience & interest in becoming a Councillor & answered the questions presented by the council. All Cllrs were in favour of co-opting Karen Heslop as Parish Councillor

5. **Approval of Minutes of the meeting held on 4th May 2022.**

22029 Chairman was authorised to sign, as a correct record, the minutes of the meeting held on 4th May 2022.

6. **Declaration of Interest**

22030 Nothing declared

7. **Public Participation** Information and reports received from County and

22031 District Councillors on issues relevant to the Parish

9:41am Cllr Allison requested opportunity to input on 93/93A bus service. Regarding the King Edward I monument Cllr Allison will make spoken to farmer hope to this next week stile, gates, triangle

Discussion of the hedge and undergrowth on path at Moorhouse being still dangerously overgrown, is still an obstruction, even after the Council had cut it back. It was requested that the clerk to follow up enquiries to what development has been made by the Council in regard to previous responses shared.

Feedback on the Jubilee weekend noted that it was a very nice day

9:50am Meeting resumed

8. **Review and Adoption of Council Procedures**

- 22032
- (i) Council Complaints procedure: all Cllrs were in favour of adopting the procedure and chair Cllr Ditch signed a copy
 - (ii) Financial Regulations 2022: all Cllrs were in favour of adopting the procedure and chair Cllr Ditch signed a copy

9. **Annual Governance and Accountability Return 2021/22**

22033 i) Report from Internal Audit
Cllr Ditch explained a mistake had been identified and advice had been followed to rectify this.

ii) Approval of Section 2 – Accounting Statements 2021/22
Chair was authorised to sign Section 2 and it was agreed that the documentation was now ready to be submitted to the External auditor PFK Littlejohn

10. **Financial Report**

22034 Bank Statement 31 May 2022 to be signed

Bank balances noted to June 7th, 2022 * **£11,310.59**

(i) Current (includes uncashed **£30,290.90**

cheques) **Total** **£41,521.49**

(ii) Deposit Account

11. **Payment of Accounts**

22035 (i) To authorise payment of cheques

Chq

00327 Ian Rumney Grass Cutting, repairs, **2593.84**
Commemoration Site

00328 Border Group Ltd Toilet Hire **146.13**

00329 M Russell Salary **443.30**

00330 PL Gauntlet Internal Audit **100.00**

00332 M Russell Stationary **41.23**

00033 Burgh By Sands Jubilee Grant **657.00**
Village Hall

Sub total **£3,981.50**

(ii) To note credit **£10.40 (running total £113.32)**
value of HMRC

* includes Credit to accounts

HMRC VAT

Allotment Rents

+£2,271.56

+ £80.00

Total of Current Account **£7,329.09**

12. **Confirmation**

22036 **Planning applications to consider, Decisions & Enforcements**

CONSULTATION ON PLANNING SUBMISSION

(i) **Appn Ref: 22/0417** Proposal: Erection Of 1.5 Metre High Fence To Side Garden (Hedge To Be Retained) Location: 4 Hillcroft, Thurstonfield, Carlisle, CA5 6HW Grid Ref: 331329 556762

It was resolved that the Parish Council had no observations

NOTIFICATION OF DECISION

(ii) **Appn Ref: 22/0283** Proposal: Variation Of Condition 2 (Approved Documents) Of Previously Approved Application 21/0933 (Erection Of Detached Garden Office With Timber Deck To Front) To Amend The Design & External Materials Location: Fairfield, Moorhouse, Carlisle, CA5 6EY

The City Council has determined the application as follows:- **Grant Permission**

(iii) **Appn Ref: 20/0525 & 20/0526** Proposal: Erection Of Two Storey Side Extension To Provide Living Room On Ground Floor With En-Suite Bedroom Above Location: Burgh House, Burgh by Sands, Carlisle, CA5 6AN

The City Council has determined the application as follows:- **Refuse Permission**

(iv) **Appn Ref: 22/0266** Proposal: Erection Of 1no. Agricultural Workers Dwelling (Revised Application) Location: Land to the South of Moorpark Farm, Thurstonfield, Carlisle, CA5 6HB

The City Council has determined the application as follows:- **Grant Permission**

Observations/Comments submitted to City Council from Parish Council on applications since last meeting

Appn Ref: 22/0267 Proposal: Replacement Serving Cabin With Function Room Containing Bar, Served, Sitting Area And Pub Games Area; To Include New W.C., Children's Play Area And Berth For Visiting Motor Home (Part Retrospective) Location: Greyhound Inn, Burgh by Sands, Carlisle, CA5 6AN Grid Ref: 332380 559043

Appn Ref: 22/0030/S211 Proposal: Crown Reductions To 2no. Cherry Trees In Longburgh Conservation Area Location: Dykesfield House, Burgh by Sands, Carlisle, CA5 6AG Grid Ref: 330808 559220

13
22037

Correspondence, notices and publications

Consideration of information to be shared in Parish Magazine for August 2022

Parish Council Magazine: a notice for the next double edition July/August 2022: A summary of what the Parish Council have done over the year; availability of Jubilee Souvenir coins; a thank you to Moira Hairesine & Aidan Taylor for their service as Councillors and a welcome to co-opted Parish Councillors Kate McConnell-Coon, Paul winter and Kate Heslop.

Public Information Notices to also be included, to highlight current issues:

Hedge trimming

Dog fouling

Parking vehicles on paths

14 **Commemoration Site**

- 22038
- (i) Potholes – Cllr McConnell-Coon provided an update on the price for sub base £33 ton for the road leading up to the Commemoration site
 - (ii) Request for Clerk to enquire Land registry to see who owns field gate,
 - (iii) Enquiry on types of wildflowers & fruit bushes already planted & offer of wildflower seeds from a resident. - List from Ian, beech hedge
 - (iv) Signage Authorisation for quotes to be sought, to include the wording ‘Commemoration Site & Wildflower Area’. Initial estimates for a wooden finger post £300-500 + £4-5 per letter. Post would be installed where a tree went down.
Suggestion of commissioning local artist, Mare Coulthard.
 - (v) Working Group: Consideration was given to a Working Group (Cllrs Ghey & McConnell-Coon, along with interested local volunteers) to monitor the site ensuring long-term management

15 **Dog Fouling**

- 22039
- (i) Moorhouse: Recent correspondence requesting additional *dog fouling signs put up on the village green, near playpark in Moorhouse. Several new dogs in the village and owners are not always picking up the dog waste. In addition, users of the children’s playpark who arrive in cars, let their dogs out to toilet on the village green.*
 - (ii) Notices: In response, laminated notices have been pinned to the back on the shelter overlooking green & entrance to park, which are in addition to the one on the noticeboard. Consideration of metal signs need to be added to side of fence looking out over green – although there is a small one on the post near roadside, it is set very high (above head height) and faded.
Authorisation to source quotes for metal signage & suggestion that schools could be involved with creating some signs.
Information shared on how another parish encourages owners to pick up after their dog by providing a small dog bin, poo bags could be provided, which would need to be emptied by a volunteer (There are currently two large bins available in this area)

16. **Allotments**

22040

- (i) Suggestion of opportunity to adopt Parish Planters, to include in the parish magazine Boustead Hill, x2 Dykesfield, West End Croft,
- (ii) Tenancy payments & agreements all received: all plots are all taken and there is currently a waiting list.

17. **Bus Route 93/93A**

22041 Correspondence received by Clerk regarding route ceasing June 20th had previously been shared with Councillors via email.

Cllr Allison explained how a survey in another area/different route was carried out to establish bus usage. Key points to be considered is, how many residents would use the service, if passengers are willing to pay & how much, if service to compliment

Key points were addressed & questions answered Cllr Allison, clarification given to misinformation.

It was resolved that a survey would be carried out, delivered through the Parish Magazine.

18. **Grass Cutting**

22042 Discussion was given to supporting the grass cutting of the green to help support the BBSS&A, however, in order to meet the Parish Council Standing Orders, support of such could not be considered.

Grass cutting was held back for a few days, to ensure **the parish looked its best for the Jubilee weekend**. Debris piles that gather in the shelter at Moorhouse was also cleared

A grass-cut path was created through the Commemoration Site in preparation for the Treasure Trail that took place during the Jubilee weekend celebration

19. **Updates**

22043 (i) **King Edward I Monument** (Memorial bench; Interpretation board; Gates) ongoing

(ii) **Website: clerk continues to update it**

(ii) **Fire** Feedback from Environmental Officers with an update that no further action will be taken with the owner of land, 6 month monitoring period had passed, notices to be updated & residents to continue monitoring area for fires and 'piles' that might indicate any preparations for a fire.

(iv) **Beaumont Play Scheme** Appreciation for the Parish Council support & information re. scheme accessible for their website.

(vi) **Tents on Burgh Marsh** Feedback & photos received of a successful camp

(vii) **Village Hall A-Board** Response from Village Hall reassuring that the board would be located in a way, as not to cause obstruction to drivers view of the road

(viii) **Litter Picking Champion** No interest from any notices shared, Consideration is being given to breaking the Village Champion down to a

street/garden where the younger residents can take responsibility for their own litter picking stick, gloves etc & focus on a small area.

- (ix) **Hedgehog Highways** Increase in publicity of the Hedgehog Highways, Clerk shared a poster depicting the Brear the Burgh by sands Bumble Bee mascot & update on website that could be used to raise awareness.
- (x) **Village Hall Grant** was successful and the Village Hall need to complete the relevant paperwork to claim the grant which is paid via the Parish Council.
- (xi) **Local Focus Hub Meeting** Nothing raised to present to the meeting

20. **Committees & working groups**

- 22044
- (i) Queen's Platinum Jubilee Collaborative Working Group. Cllr Ditch Thanked all those involved, it was agreed that Treasure Hunt prizes left over were donated to the cafe
 - (ii) Souvenir Coins – a notice in the magazine to ensure all eligible children living in the parish could arrange collection. After which, consideration was given to selling any excess coins and it was agreed that costings would be calculated and coins could be purchased with a minimum donation. Excess coins from 2016 were also retrieved from storage: Clerk to calculate minimum donation for coins.
 - (iii) Consideration was given to the possibility of organising a BBS Summer event, next year 2023, however thought was to be given to dates not clashing with school fete etc.,.

21. **Councillor Matters***

- 22045
- An opportunity for Councillors to raise issues, not on this agenda, on behalf of residents in their wards. * N.B. No decisions can be taken on these matters, but the Clerk may make investigations and / or they may be placed on the agenda of a future Council or committee meeting.

Correspondence received after agenda was published

CONSULTATION ON PLANNING SUBMISSION: PARISH COUNCIL

Appn Ref: 22/0436

Proposal: Widening Of Existing Driveway Entrance Along With Removal Of

1.2 Metre High Wall Location: Merscen, Burgh by Sands, Carlisle, CA5 6AX

Grid Ref: 332256 559044

Response is required 1 July 2022

The Parish Council considered there would be no observations

22. **Date of Next Meeting**

22046 Wed 6th July at 7:30pm

11:36am Meeting Closed