

ROCKCLIFFE PARISH COUNCIL

**Minutes of the Rockcliffe Parish Council Meeting held on
Monday 21st March 2016 in Rockcliffe Community Centre at 7:30 p.m.**

RO 76/3/16 Apologies for absence

Apologies received from County Cllr V Tarbitt & J Mallinson.

RO 77/3/16 Present

The Chairman, Cllr J Harper, H Graham (entered at 7:40 p.m.), M Irving, G Moss, G Mounsey-Heysham, G Percival, R Park, S Sidgwick & J Twentyman.

RO 78/3/16 In Attendance

City Cllr R Bloxham.

RO 79/3/16 Declarations of Interest or Requests for Dispensations

G Mounsey-Heysham declared an interest for planning application No. 15/1067 & 16/0189.

RO 80/3/16 Minutes of the meeting of the Parish Council held on 18th January 2016

The minutes of the meeting of the Parish Council held on the 18th January 2016 were approved and signed by the Chairman.

RO 81/3/16 Public Participation

No members of the public attended the meeting.

RO 82/3/16 Administration & Governance

82.1 Consultations Received - Clerk reported that none had been received.

RO 83/3/16 Clerks Report

Highway Items

- *Floriston Rigg damaged road sign* – Highways advised that new signs have been ordered but a delay is expected due to all the temporary signs that have been required because of the floods.
- *Hedge Clippings on road* – advised that hedge clippings are the responsibility of farmers to clear. Highways have no jurisdiction in this area. If clippings are not cleared, then it is a Police matter and residents are to report this directly to the Police.
- *Grit Piles* – advised as replenished.

Rockcliffe Village - Flooding

Carlisle City Council and the Environment Agency have been written too and responses circulated to councilors. Two residents had also been sent letters offering help and one has responded asking to be included in the circulation list for any further correspondence received from the EA or Carlisle City Council.

School Lights

School advised that Cumbria County Council stipulates that the lights are left on between 6 am and daylight and from dusk until 10:00 p.m.

Police Representation

Following an e-mail advising us of changes to the area's Neighbourhood Police Team, the PCSO for the area had been invited to attend a meeting. However, this invitation had been declined.

Etterby Street Traffic Lights

Cllr reported that the traffic lights on Etterby Street were causing long delays. Traffic Signal Team Leader advised that some 'loops' in the area of Morrisons, Brampton Road and Eden Bridges had been changed and he would undertake some site surveillance to determine how the flow of traffic had altered.

RO 84/3/16 Planning Matters

Agreed to defer the consideration of planning applications to the end of the meeting.

84.1 Neighbourhood Planning

Consideration was given to the progression of a Neighbourhood Plan for Rockcliffe. This to include the submission of a grant application for grant funding and holding a community meeting.

Resolved: to further consider this item in July. Cllr R Bloxham to gain background information producing a plan from Carlisle City Council Planning Officers.

RB/AM

RO 85/3/16 Correspondence

Rockcliffe Community Liaison Committee

Chairman reported on his attendance at a meeting held on the 17th March. Reported that:-

- Mr C Hardman, Carlisle City Council had agreed to chair the meetings in future and these would be held twice per year the next one in October;
- that not all the piles of stone visible on site were Brampton Skips - some belonged to Cubby's. A concrete plant currently on site is moveable and planning permission for it is not required;
- issue's raised included noise levels and the routing and numbers of HGV movements;
- NW Recycling stated that no night shift working is undertaken, only maintenance;
- Rockcliffe PC representative for the October meeting to be determined at the September meeting.

AM

Resident Complaint

Clerk advised on a resident complaint received concerning the amount of litter on the Cargo/Rockcliffe road verges and requested that the building of a cycle path/pedestrian footway alongside the road is considered. Cllr R Bloxham advised that he thought that a sum of £5,000 had been included within a Section 106 agreement for the area to be used for the creation of a cycle path.

Agreed: resident concerns/request to be forwarded to County Cllr V Tarbitt, who is a member of the Cumbria County Council Highways Group.

VT

Shanks Northern Resource Park Liaison Meeting

Clerk reported that an invitation to a meeting to be held on the 12th April at 2:00 p.m. had been received. **Agreed:** Chairman and Cllr S Sidgwick (if available) to attend on behalf of the PC.

JH/SS

RO 86/3/16 Financial Matters

86.1 St Mary's Church – Grant

A request had been received from St Mary's Church to increase the grass cutting grant from £350 to £400 annum.

Resolved: to increase the grant to £400. Additional £50 to be allocated from the surplus in the 2015/16 grass cutting budget.

AM

86.1 Resolved that the following payments are approved:-

A McCallum – March & April Salary of £147.41 (D/D 1/3/16 & 1/4/16	294.82
A McCallum – reimbursements for laptop, printer & office	590.69
HMRC – PAYE	10.80
R Terpilowski – website hosting fee	43.06
J Graham & Sons – refurbishment of Rockcliffe bus shelter	1,249.50
St Mary's Church, Rockcliffe – grass cutting grant	400.00
J Harper – reimbursement of Hammerite paint for bus shelter	27.10
A McCallum – Amazon voucher for volunteer	20.00

86.2 Financial Statement

A financial statement for the period up to the 28th February 2016 was received and approved:-

Opening balance 1st April 2015	4,404.60
Income to 28 th February 2016	6,224.85
Expenditure to 28 th February 2016	3,989.75
Bank reconciliation at 28 th February 2016	6,669.70

86.3 Income Received

Clerk advised that the following income had been received;- £12.48 wayleave payment from Electricity North West, £44.65 annual rent from Armeria UK LLP for the Poor House field and a grant of £418.99 has been received to purchase a laptop & scanner/printer from the National Association of Local Councils.

86.4 Asset Register

Approval of the asset register was requested a copy having been circulated alongside the agenda. Clerk advised that the recently purchased laptop and printer had been added to the register. Chairman advised that a strimmer (currently in his shed) also needed to be added.

Resolved: Approved, strimmer to be added.

AM

86.5 Parish Council Risk Assessment & Internal Audit

A review of the risk management document, insurance cover and internal audit checklist was undertaken – these documents having been circulated alongside the agenda.

Resolved: Approved.

AM

86.6 External Audit – Appointment of External Auditor

Consideration was given towards the appointment of an external auditor through the Smaller Authorities Audit Appointments Committee (SAAA) or if the council wished to appoint its own suitably qualified auditor.

Resolved: to 'opt in' to the scheme offered by SAAA and let them appoint an external auditor on Rockcliffe PC's behalf.

AM

86.7 Skipton Bond

Consideration was given to re-investment of the bond for a period of 12 months.

Resolved: to reinvest for 12 months.

AM

86.8 Rockcliffe Bus Shelter Refurbishment

Consideration was given to the purchase of a gift voucher for a young resident who had helped paint the bus shelter.

Resolved: £20 Amazon gift voucher to be purchased, in thanks for the work undertaken.

AM

RO 87/3/16 Village Matters

87.1 Rockcliffe Centre

Clerk advised that to date, no correspondence had been received from Carlisle City Council as to if the PC could legitimately reclaim VAT on items of capital expenditure on behalf of the Community Centre. Clerk advised on guidance that had been obtained via the HMRC web site.

Agreed: Clerk to submit a direct query to HMRC.

AM

87.2 Summer Play Scheme – Rockcliffe Centre

Consideration was given to the hosting of the summer play scheme for two days in the summer holidays.

Resolved: to provisionally book two days with the Sports and Physical Alliance – prior to submission of a successful grant application being obtained.

Cllr R Bloxham advised that he was willing to contribute £200 towards the scheme from his ward budget.

AM

RB

87.3 ‘Clean for the Queen’ Campaign

Consideration was given to the date for a community litter pick to be undertaken.

Resolved: Community litter pick to take place on Saturday 23rd April, volunteers to meet at the Community Centre at 10:00 a.m. Clerk to advertise the event through the Edenlyne News, notice boards and to advise the school and Rockcliffe Centre Committee members of the event. Clerk to also determine if litter picking equipment can be loaned from Carlisle City Council. Cllr G Moss advised that he would see if the Scout’s could offer refreshments.

AM

AM

AM

AM

GM

87.4 Grass Cutting Contract 2016

Consideration was given to the extension of the contract with Envirocare Grounds Maintenance, a price for £65.00/cut for 2016 having been received.

Resolved: Envirocare Grounds Maintenance to be employed for the 2016 grass cutting season at £65/cut requested. Clerk to confirm this in writing to Envirocare.

AM

87.5 Harker Park Bus Shelter – Vandalism Damage

Consideration was given to who is responsible for the upkeep and maintenance of the Harker Park bus shelter, Cumbria County Council & Carlisle City Council advising that it is not their responsibility. Chairman advised that after speaking to a local contractor, he had been informed that the original shelter had been procured by Rockcliffe PC. Clerk advised that the shelter could be added to the current insurance policy at no extra charge as this was within its £10k asset cover limit.

Resolved: Harker Park Bus Shelter to be included on Rockcliffe PC asset register. Estimate for £192 to repair it following recent vandalism also approved.

AM

AM

87.6 Tidal Waste

Chairman advised that although some efforts had been made by highways to remove tidal waste from the village green, some waste was still in evidence - four months later. Cllr Park advised that another high tide was due to happen this week.

Agreed: Cllr R Bloxham to pursue the removal of the waste with highways.

RB

Cllrs enquired as to if a date for the replacement/repair of the two footbridges in the parish had been given by the Cumbria County Council Countrywide Access Officer. Clerk advised that she had not been notified as yet and the last correspondence advised that a funding application would have to be submitted prior to replacement/repairs being undertaken. Clerk to determine if funding had been obtained and an estimated date for their repair/erection.

AM

RO 88/3/16 Councillor Matters

Cllr G Moss advised on the existence of a broken boundary fence, near the school that served to prevent people falling into the dyke and possibly drowning.

Resolved: Clerk to write to the landowner C/o Saville’s Office, Warwick Road, Carlisle to request that the fence is repaired. Cllr J Harper to forward photograph of the fence and its exact location to Clerk.

AM

JH

DRAFT MINUTES TO BE AGREED AT MEETING TO BE HELD 16th MAY 2016

Cllr G Mounsey-Heysam reported that dog waste (contained within plastic bags) had been discarded on the track down to the river. Clerk advised that anyone seen discarding dog waste in this manner, could be reported anonymously via Carlisle City Council.

Also advised on a problem drain situated between the Boat House and Croft Ends farm. Work had recently been undertaken by Cumbria County Council on the drain – but it still required further work as the farmhouse had recently suffered a near-flood incident.

Agreed: Clerk to write to Cllr V Tarbitt to request that further work was undertaken to resolve the problem.

AM/VT

Reported that two potholes had been missed on Demesne Road. **Agreed:** Clerk to report to highways.

AM

Requested that a road sign advising that 'No through road' was erected on the Boathouse to Rockcliffe Cross Road. **Agreed:** Clerk to write to Cllr V Tarbitt and request that this is pursued through Highways.

AM

Cllr J Harper advised that School Lane was in a terrible condition and almost un-useable. **Agreed:** Clerk to report to Highways.

AM

Also, that pot holes existed on the Redhills Road and that a landslide beside the road had been evidenced and that highways should be requested to visit the site to determine if the highway was still stable. **Agreed:** Clerk to report to Highways.

AM

Enquired as to progress of connection to super-fast broadband for the remaining properties in Rockcliffe that were still unable to connect - this having been advised to be undertaken in March. Cllr S Sidgwick advised that the next time he saw a van in the area he would enquire, but it was thought that due to the floods and the general catastrophic damage to the telephone infrastructure in many areas that personnel had been re-directed to undertake this work.

SS

Requested that a date for re-erection of the cast iron sign collected by highways last year was obtained. **Agreed:** Clerk to determine.

AM

Advised that a drain cover was missing on a footpath at Blencarn Park and had been covered by a road cone. **Agreed:** Clerk to determine where the grid had gone.

AM

Cllr R Park advised that when high tides occurred, dog waste bags that had been placed in the bin became 'buoyant' and floated out and that the bin needed moved to a higher position to stop this happening. **Agreed:** Clerk to determine if the bin could be re-located, Cllr R Park advising that he was prepared to meet Carlisle City Council staff to discuss a suitable new site.

AM/RP

Advised that children from Rockcliffe were experiencing difficulties in finding available time slots to use the new MUGA facility at the school – due to it always being rented out to other hirers, thought to be from outside the village. It was also reported that this was creating parking problems in the area. **Agreed:** Clerk to contact Cllr V Tarbitt to determine the school's policy on its rental and usage.

AM/VT

Reported that a retaining wall had collapsed alongside the beck adjacent to his property and was unsure as to who was responsible for its repair. Cllr S Sidgwick suggested that it is the responsibility of the Environment Agency and that Cllr R Park should report this to them.

Cllr J Twentyman asked if anything could be done about the beck that ran beside Lonning Foot and Ordnance Cottage. She was advised that this was an issue that had been previously raised and was not a matter that could be pursued by the PC.

AM

Advised that a stretch of road was flooding at Redhills and was advised that highways had previously undertaken work in the area last year. **Agreed:** Clerk to request that Highways look at this area again.

AM

Advised that now that a defibrillator had been installed at the school and enquired if any training was planned on how to use it? Cllr H Graham advised that she thought this had taken place in November. Clerk advised Cllr J Twentyman to contact the Community Heartbeat Trust to determine if further training was planned for the future.

JT

Cllr G Mounsey-Heysam left the meeting at 21:45 p.m.

RO 89/3/16 Planning Matters cont.

Applications Received

15/1067 Land to the north of 10 Lonning Foot, Rockcliffe – erection of 4no. dwellings (reserved matters for access and landscaping) and information submitted to discharge conditions 4 (visibility splays); 5 (means of access); 6 (surface water discharge); 10 (scheme of tree and hedge protection); 11 (detailed landscaping scheme) and 12 (provision of foul and surface waters) pursuant to outline permission 14/0584).

Resolved: to 'object' to the development due to concerns over surface water drainage being discharged into Rockcliffe Beck - an area that is a designated Flood Zone 3 area.

AM

16/0169 Land to the south east of The Old Hall, Rockcliffe – erection of 1no. single storey dwelling (outline)(revised application).

Resolved: to 'object' for the same reasons submitted in May 2015. To add that concerns have also been raised regarding subsidence witnessed alongside the highway that approaches the development site.

AM

16/0189 Rockcliffe Cross Farm, Rockcliffe – variation of condition 4 (Lagoon construction details) of previously approved permission 15/0646.

Resolved: to comment requesting that HGV's involved in the construction of the development are not routed through the village of Rockcliffe.

AM

The following applications have been agreed or commented on by the Clerk under Delegated Powers and after consultation with members by e-mail, in view of the time constraints for submission of observations:-

15/1070 1 Heathlands Cottages, Harker – conversion of existing detached garage into 1no. dwelling including erection of single detached garage and formation of new access; erection of single detached garage for existing dwelling and formation of new field access (amended details).

Resolved: No objections submitted.

AM

16/0069 Shapwath, Rockcliffe – erection of single storey side extension to provide lounge with mezzanine floor. **Resolved:** No objections submitted.

AM

16/0117 Land to the west of the M6, Todhills, Blackford – variation of Condition 2 (approved documents) of previously approved application 14/0062 to allow an EWT Directwind 54 wind turbine to be built. **Resolved:** No objections submitted.

AM

Permission Notices Received:-

15/0642 Land to the west of High Harker Farm, Carlisle – residential development (outline);

15/1152 10 Lonning Foot, Rockcliffe – erection of single storey and first floor extension to provide porch to front elevation, dining and kitchen area to rear elevation and sitting room to side elevation on ground floor with 1no. en suite bedroom above;

1/15/9006 North West Recycling, Unit B & K, Rockcliffe Industrial Estate – retrospective consent for the change of use of one building (Unit B) and site K to waste management and ancillary operational development.

Cllr enquired if No. 1/15/9007 Hespian Wood Resource Park & Landfill Site had been considered by committee yet. Clerk advised that she thought not, but would check.

AM

RO 90/3/16 Date of Next Meeting The next meeting will be held on Monday 16th May 2016 at Rockcliffe Community Centre.

The meeting closed at 10:10 p.m.