

# ROCKCLIFFE PARISH COUNCIL

Chairman: Cllr. J Harper

Clerk: Andrea McCallum, 34 Aglionby Street, Carlisle, CA1 1JP

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13<sup>th</sup> March 2017

There will be a meeting of Rockcliffe Parish Council on Monday 20<sup>th</sup> March 2017 at 7:30 p.m. This is a public meeting and all are welcome to attend.

Yours sincerely,

*Andrea McCallum*

Clerk to the Parish Council

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## A G E N D A

### 1. Apologies for absence

### 2. Declarations of Interest & Requests for Dispensations

Members to be invited to declare any interest in any item on this Agenda.

### 3. Minutes of Meetings

To receive and agree the minutes of the meeting held on the 16<sup>th</sup> January 2017

### 4. Public Participation

Members of the public are invited to address the meeting in relation to matters on the agenda.

**Dr Brian Irving, Manager of the Solway Coast AONB Partnership will advise on how the boundary of the AONB could be extended to include Rockcliffe.**

### 5. Administration & Governance

#### 5.1 Consultations Received

None received.

#### 5.2 Meetings Attended

None attended.

### 6. Clerks Report

### 7. Correspondence

- **Community Resilience** – to consider an offer from ACTion with Communities in Cumbria to attend a PC meeting and advise on what support is available to communities who have suffered flooding.
- **Local Government Boundary Commission for England** – letter advising that a review of electoral boundaries is currently taking place and that a briefing session is to be held on 10<sup>th</sup> April 2017 at 4:00 at Carlisle City Council offices. Parish councillors are invited to attend.

## 8. Financial Matters

### 8.1 Approve Payments

A McCallum - Salary for Feb/March £350.20 (D/D) & re-imburement of £95.35  
Ryan Terpilowski – Website additional works - £40.00  
HMRC - PAYE - £11.20  
St Cuthbert Without Parish Council – printing re-charge - £38.36  
St Cuthbert Without Parish Council – Contribution towards Clerks SLCC membership - £20.00  
St Mary's Church, Rockcliffe - Grant towards grass cutting - £TBA

### 8.2 Financial Statement

|                                                       |                 |
|-------------------------------------------------------|-----------------|
| Opening balance 1st April 2016                        | 4,157.56        |
| Income to 28 <sup>th</sup> February 2017              | 5,100.66        |
| Expenditure to 28 <sup>th</sup> February 2017         | <u>4,469.56</u> |
| Bank reconciliation at 28 <sup>th</sup> February 2017 | <u>4,788.66</u> |

### 8.3 Income Received

Income from summer play scheme of £170.00, wayleave payment of £12.48 from Electricity North West, rental for Poor House field of £44.65 and grant from Cumbria County Council (V Tarbitt) of £274.00 towards the tree seat.

### 8.4 St Mary's Church, Rockcliffe

To consider a request from the Parochial Church Council to increase the churchyard maintenance grant from £400 to £500.

### 8.5 Clerks Salary

To consider payment of additional hours worked in December 2016, due to the drafting of the NWCC consultation response and an additional meeting held.

### 8.6 Payroll Service Contract 2017/18

To advise on an increase in fees from £48 to £63.50/annum.

### 8.7 Pension Scheme for Clerk

To advise on the legal duty for the council to enrol the Clerk onto a workplace pension scheme by the 1<sup>st</sup> May 2017.

### 8.8 Asset Register

To approve the asset register.

### 8.9 Parish Council Risk Assessment & Internal Audit

To undertake a review of the risk management document, insurance cover held and internal audit documents.

### 8.10 Skipton Bond

To consider re-investment of the bond for a further 12 months.

## 9. Village Matters

### 9.1 Beck Burn Wind Farm Community Fund

To consider how funds are to be distributed, e.g. advertising, procedures, timescale, etc.

### 9.2 Repair of Rockcliffe Cast-iron Road Sign

To consider the funding of repairs for the sign.

### 9.3 Summer Play Scheme 2017

To consider running the scheme in summer 2017.

## 10. Councillor Matters

Opportunity for Cllrs to raise issues of concern or matters raised by residents in the ward.

## 11. Planning Matters

### 11.1 To Consider New Applications:-

**17/0109 Oak View, Todhills** – demolition of existing cottage and erection of replacement bungalow with detached garage.

**17/0120 Beckfoot, School Lane, Rockcliffe** – variation of Condition 2 (approved documents) of previously approved planning permission 12/0207 to change the fenestration to the west elevation and modifications to the plans.

*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:-*

**16/1001 9 Harker Park Road, Harker Park, Carlisle** – erection of single storey rear and side extension to provide dining room, kitchen, utility and office. 'No comments' submitted 16<sup>th</sup> February with permission granted 23<sup>rd</sup> February 2017.

### 11.2 Permission Notices Received:-

**16/1038 Land north of Rockcliffe School** – residential development (outline) (revised application);

**16/1025 Land adjacent to Waverley, Station Road, Harker** – removal of condition 3 (provision of footway) & 6 (land drainage/ordinary watercourse consent) of previously approved permission 16/0315. Part approval/refusal.

### 11.3 Notice of Withdrawn Application:-

**16/1052 1 Becksides Cottage, Rockcliffe** – erection of detached garage.

## 12. Date of Next Meeting

Scheduled to be held on Monday 15<sup>th</sup> May 2017.