

# ROCKCLIFFE PARISH COUNCIL

Chairman: Cllr. J Harper

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

Tel: 01228 595117

E-mail:rockcliffepc@carlisle.gov.uk

14<sup>th</sup> March 2016

There will be a meeting of Rockcliffe Parish Council on Monday 21<sup>st</sup> March 2016 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

.....

## AGENDA

### 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 18<sup>th</sup> January 2016.

### 4. Public Participation

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

### 5. Administration & Governance

5.1 Consultations :- None received.

### 6. Clerks Report

### 7. Planning Matters

#### **7.1 To Consider New Applications:-**

**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);

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

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

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). ‘No objections’ submitted;

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

**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. ‘No objections’ submitted.

### **7.2 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.

### **7.3 Neighbourhood Planning**

To consider the if an application for grant funding is to be submitted and a community meeting held.

## **8. Correspondence**

- Rockcliffe Community Liaison Committee – to receive a report of a meeting held on the 17<sup>th</sup> March;
- Resident complaint – regarding the amount of litter in evidence on the Cargo/Rockcliffe Road and also requesting that a cyclepath/pedestrian footway alongside the road is considered.

## **9. Financial Matters**

### **9.1 St Mary’s Church Rockcliffe & Cargo**

To consider a request for an increase in grass cutting grant from £350 to £400 per annum.

### **9.2 Approve Payments**

A McCallum – March Salary £147.41 (D/D) & April salary £147.41 (D/D)

A McCallum re-imbursments for laptop, Microsoft office & printer, etc. = £590.69

HMRC – PAYE £10.80

St Cuthbert Parish Council – printing re-charge - £TBA

R Terpilowski – Rockcliffe Parish Council website hosting fee - £35.88

J Graham & Sons – refurbishment of Rockcliffe bus shelter - £1,249.50

St Mary’s Church, Rockcliffe - Grant towards grass cutting - £TBA

J Harper – reimbursement for Hammerite paint for bus shelter - £27.10

### **9.3 Financial Statement**

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

#### **9.4 Income Received**

To report that the following income has 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.

#### **9.5 Asset Register**

To approve the asset register.

#### **9.6 Parish Council Risk Assessment & Internal Audit**

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

#### **9.7 External Audit - Appointment of External Auditor**

To consider if an external auditor is to be appointed through the National Association of Local Councils or to make own arrangements.

#### **9.8 Skipton Bond**

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

#### **9.9 Rockcliffe Bus Shelter Refurbishment**

To consider the awarding of a gift voucher to a volunteer who helped re-paint the shelter.

### **10. Village Matters**

#### **10.1 Rockcliffe Community Centre**

To consider the re-claiming of VAT.

#### **10.2 Summer Play Scheme**

To consider holding two summer play scheme days at Rockcliffe Community Centre.

#### **10.3 'Clean for the Queen' Campaign**

To consider a date for a community litter pick to take place.

#### **10.4 Grass Cutting Contract 2016**

To consider the contract for 2016.

#### **10.5 Harker Park Bus Shelter**

To determine who is responsible for maintenance of the shelter - Cumbria County Council & Carlisle City Council advising that it is not their responsibility. To consider estimated costs of £192.00 for its repair.

#### **10.6 Tidal Waste**

To consider arrangements for the collection of tidal waste.

### **11. Councillor Matters**

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

### **12. Date of Next Meeting**

Scheduled to be held on Monday 16<sup>th</sup> May 2016.