

ROCKCLIFFE PARISH COUNCIL

**Minutes of the Rockcliffe Parish Council Annual General Meeting held on
Monday 16th May 2016 in Rockcliffe Community Centre at 7:45 p.m.**

RO 1/5/16 Election of Chairman for 2016/17

Cllr J Harper was unanimously elected Chairman (nominated by Cllr R Park, seconded by Cllr G Mounsey-Heysham) for the year and signed the Chairman's declaration of acceptance of office form.

RO 2/5/16 Election of Vice-chair for 2016/17

Cllr R Park was unanimously elected vice-chairman (nominated by Cllr S Sidgwick, seconded by Cllr G Mounsey-Heysham).

RO 3/5/16 Apologies for absence

Cllr H Graham.

RO 4/5/16 Present

The Chairman, Cllr J Harper, M Irving, G Moss, G Mounsey-Heysham, R Park, G Percival, S Sidgwick & J Twentyman.

RO 5/5/16 In Attendance

County Cllr V Tarbitt & J Mallinson. City Cllr R Tarbitt. One member of the public.

RO 6/5/16 Declarations of Interest or Requests for Dispensations

Cllr G Mounsey-Heysham declared a personal interest in planning applications 15/0350 - as the owner of land adjoining the proposed development & 16/0189 Rockcliffe Cross Farm – as owner of the property.

Cllr S Sidgwick advised that his wife had recently been elected onto Carlisle City Council and was now a member of the Licensing & Regulatory Committee and Development Control Committee. To avoid any conflict of interest he had been advised by Carlisle City Council's Monitoring Officer not to participate in any planning items and to withdraw from the room when planning is considered. It was then suggested that the item 'Planning Matters' is permanently moved to the end of the agenda.

RESOLVED: Planning Matters to be permanently moved on the agenda to the last item for consideration.

AM

RO 7/5/16 Minutes of the meeting of the Parish Council held on 21st March 2016

The minutes of the meeting of the Parish Council held on the 21st March 2016 were approved and signed by the Chairman.

RO 8/5/16 Public Participation

One member of the public was in attendance.

Cllrs discussed that changes to the editorial/production team at the Edenlyne News had occurred, following Mr T Parrini's resignation. Cllrs and Clerk had been advised that the new Editor was Netty Bowman and that she was currently seeking additional volunteers to help with production/distribution of the magazine. Cllrs expressed that they hoped that the magazine would continue to be produced, as it is considered a valuable resource for the village.

A resident asked what grass cutting was undertaken within the parish by the PC on the village green and churchyard. Advised that the church was responsible for the cemetery and that the PC gave a donation to costs of grass cutting annually. The PC employs Envirocare Ground Maintenance to cut the village green and that last year's cuts amounted to a cost of £402/annum. Cllrs discussed that the green is considered a valuable community resource and is the only area in the village where children can play ball games unhindered. The resident then queried the requirement to pay £1/annum rent for the green and if the PC had copies of the deeds of ownership for the green? The history of the green and it's purchase was then discussed by the owner of the land, Cllr G Mounsey-Heysham. The resident was advised that if he had any queries as to the ownership of the land then he could personally request

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details of these through the Land Registry. He was also advised that if he required the PC to investigate if it held copies of the deed of ownership then he could make a written, formal request to the PC for this information. Mr J McCormick then asked Cllrs who was a member of the Freemasons and at this point he was advised that this was not a suitable item for discussion at a PC meeting.

RO 9/5/16 Clerks Report

Highway Items

Cllr V Tarbitt advised that there had been progress on many highway items and much re-surfacing had been undertaken in recent weeks. Cllrs advised that School Lane still required work and that an inspection of Redhills Road in the area of the Cliffs should be undertaken, due to suspected subsidence. Clerk advised that no response had been received from Highways, to date on when re-erection of the cast-iron signpost would be undertaken. Chairman advised Cllr V Tarbitt on a grid reference for a damaged fence that was opposite Ordenance Cottage.

RESOLVED: Clerk to write to Cllr V Tarbitt to formally request progression of the above items.

AM/VT

'Clean for the Queen' Litter Pick

Cllr R Park advised that approximately 25 volunteers had taken part in the litter pick and approximately 30 bags of rubbish had been collected. Thanks were given to Cllr R Bloxham on arranging for Carlisle City Council to dispose of the collected litter. Suggested that a village litter pick becomes an annual event and that this could coincide with those undertaken by Castletown Estates.

AGREED: Cllr R Park to produce an article and forward photographs to the Edenlyne News.

RP

Neighbourhood Planning

Cllr R Bloxham reported that Carlisle City Planning officers had advised to continue liaising with Mrs Z Sutton, Carlisle City Council regarding the production of a plan.

Cyclepath/pedestrian footway for Cargo Road

Cllrs V Tarbitt advised that she thought a cyclepath/footpath out of the city to the Crindledyke estate had been included as part of the planning conditions for the estate, but that she would further determine this on behalf of the PC at the next Highways meeting.

VT

Skipton Bond

Bond re-invested for 12 months at a rate of 1.4%.

Summer Play Scheme

Clerk advised that dates had been provisionally booked in July & August for the summer play scheme but that it was uncertain, at this time if funding for the scheme would be available. However, the Clerk will submit an application to Cumbria County Council Community Grants fund in the near future.

Replacement of Footbridges

Advised by the Footpaths Officer that replacement of the Millennium Footpath Bridge is hoped to begin on the 1st June and be completed by the end of summer.

Use of MUGA at Rockcliffe School

Cllr Tarbitt advised that slots to use the MUGA are booked through the school but that slots are available for community use. The MUGA's principle use is to enable after school activities to take place but it cannot remain open for general use at other times as it was an expensive facility. Other users pay to use the facilities and this generates income for the school. Aware that many local groups are currently using the facility after being flooded out of their usual premises. Cllrs raised their concerns that it was not really a community asset, when local children were unable to use the facility.

AGREED: Cllr V Tarbitt to advise the school of the PC's concerns at the next school Governors meeting and to also suggest that details on how to book the facility are publicised via the Edenlyne News.

VT

Re-location of Dog Waste Bin

Cllr R Park & R Bloxham advised that they are currently pursuing the re-location of the bin.

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Shanks Northern Resource Park Liaison Meeting

Chairman advised that he had attended a meeting and that the next one was due to take place in October/November.

RO 10/5/16 Correspondence

No items of correspondence for action by the council had been reported as received.

RO 11/5/16 Financial Matters

11.1 Resolved that the following payments be approved:-

A McCallum – May & June salary of £147.41 (D/D 1/5 & 1/6/16)	294.82
A McCallum re-imbursements for April/May 2016	56.41
A McCallum – salary for November 2015	147.41
HMRC - PAYE – May/June 2016	30.80
CALC – Annual subscription 2016/17	214.00
Zurich Municipal – Insurance 2016/17	251.85
J Airey – Internal audit fee 2015/16	41.20
Envirocare – grass cutting April 2016	74.40
Castletown Estate – Annual license fee for footpath	1.00
Armeria (UK) Ltd – Annual license fee for footpath	<u>1.00</u>

11.2 Financial Statement

A financial statement for the period up to the 30th April 2016 was received and approved:-

Opening balance 1st April 2016	4,157.56
Income to 30 th April 2016	4,173.53
Expenditure to 30 th April 2016	0.00
Bank reconciliation at 30 th April 2016	8,331.09

11.3 Income Received

Reported that precept payment from Carlisle City Council of £4,000 and VAT repayment of £173.53 had been received.

11.4 Accounts 2015/16

The accounts for the financial year ending 31st March 2016, end of year budget summary and the internal auditors report had been circulated for approval alongside the agenda.

Resolved: the accounts for 2015/16, end of year budget summary and internal auditors report were approved.

11.5 Audit Commission Annual Return 2015/16

The Council was requested to approve the statement of approval and annual return for the y/e 31st March 2016. Clerk advised that accounts would then be made available for inspection by members of the public from the 3rd June to 14th July 2016 and this would be publicised via notice boards and the web site.

Resolved: Chairman and Clerk were approved to sign the return.

RO 12/5/16 Village Matters

12.1 Rockcliffe Community Centre – Reclaiming of VAT

Correspondence was circulated at the meeting from the HM Revenue & Customs which advised “that where a body is a ‘custodian trustee’ it is not able to recover VAT under section 33, unless it is the sole managing trustee”. Clerk advised that, in her opinion, the PC is a custodian trustee only and therefore, VAT cannot be legitimately reclaimed on behalf of the village hall.

Cllr G Mounsey-Heysham advised that he would undertake further research on this item and report back to the council.

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12.2 Blencarn Park – Tree Seat

Consideration was given to the erection of a tree seat. Estimates obtained previously in 2015 indicated that costs for a hardwood seat would be in the region of £700-800 + VAT.

Cllr Tarbitt advised that she may be in a position to provide grant funding for this item if an application was submitted.

RESOLVED: Clerk to obtain estimated costs for a re-cycled plastic tree seat and this to be further considered at the July meeting.

AM

12.3 License for Permissive Footpath, Rockcliffe

Licenses for the permissive footpath dated 1st June 2016 to 31st May 2017 had been received and the Clerk requested permission for these to be signed, on behalf of the PC. Cllr G Mounsey-Heysham advised that two licenses (previously three) now existed due to discontinuation of the Floriston Trust

RESOLVED: Approved. Licenses for Casteltown Estate & Almeria were then signed by the Clerk.

RO 13/5/16 Councillor Matters

Cllr S Sidgwick requested that the number for the Highways Hotline is circulated so that Cllrs can report potholes and minor highway items directly to the County Council.

Agreed: Clerk to circulate.

AM

Cllr R Park advised that foul smelling water was seeping into the beck from what was thought could be a fractured sewage pipe. Cllr R Park advised that he would notify the Environment Agency.

RP

County Cllr V Tarbitt, City Cllr R Bloxham, Cllr S Sidgwick & G Mounsey Heysham left the meeting at 9.00 p.m.

RO 14/5/16 Planning Matters

14.1 Applications

16/0315 Land adjacent to Waverley, Station Road, Harker – erection of 1no. dwelling;

Resolved: to submit 'no observations'.

16/0377 10 Lonning Foot, Rockcliffe – erection of single storey and first floor extensions to provide porch to front elevation, dining and kitchen area to rear elevation and sitting room to side elevation on ground floor with 1 no. en suite bedroom above (revised application).

Resolved: to submit 'no observations'.

1/15/9006 North West Recycling – consultation on application for approval of details including the change of use of building unit B and Site K to Waste Management and ancillary operational development and alterations to increase the heights of the landscaping mound and additional landscape planting. Retrospective consent for the erection of security fencing.

RESOLVED: to strongly object to the processing of waste food on the site.

To Consider Permission Notices Received

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

15/0350 Land north of Rockcliffe School, Rockcliffe – residential development (outline)(revised) - approved

RO 15/5/16 Date of Next Meeting The next meeting will be held on Monday 18th July in Rockcliffe Community Centre.

The meeting closed at 9:15 p.m.

