

CUMMERSDALE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 7 October 2024 at 7.00pm in Cummersdale Village Hall

Councillors present: Mr Keith McIntosh (Chairman), Mr Trevor Allison (Part), Mr Tom Brown, Mrs Diane Chicken, Mr Warren Kerr and Mr Keith Nesworthy

In attendance: Ms J Cornah Wade (Clerk)

Apologies: Mr Bryan Craig (Vice Chairman), Mr David Harrison and Mr David Lowe

51/24 To receive apologies for absence

The Council received Councillors Craig, Harrison and Lowe's apologies.

52/24 Requests for Dispensations, Declarations of interest, gifts and hospitality

Nothing was declared.

53/24 Public participation with regard to items on the agenda

No members of the public were present.

54/24 Report from the Cumberland Councillor

- I. Cumberland Councillor Allison provided the following update on the land adjacent to the Village Hall:

The land has been levelled and tidied and Cllr Allison is assisting the landowner with a Biodiversity Net gain (BNG) application which relates to the former area of grass.

The Council noted:

1. The absence of a planning application does not provide an opportunity for community consultation and Cllr Allison agreed that submission of an application should be a priority.
2. Without planning permission, the land should not be used for parking and Cllr Allison will discuss this with the landowner.
3. Health and Safety concerns regarding the site in general, and particularly the excavation adjacent to the village hall entrance. Cllr Allison to request that the landowner install temporary fencing to secure the area and to prevent parking. In addition, the Parish Council noticeboard will be temporarily secured to the railings.

- II. Cumberland Councillor Allison reported that there was a potentially unsafe tree on Gilbert Road.

The Council **RESOLVED** that the Clerk request Cumberland Council for a copy of their most recent tree inspection survey, which includes Gilbert Road, and ask that they inspect the diseased tree.

- III. Cllr Allison reported that the Council should have received a Notice of Review of Polling Districts & Polling Places 2024 (boundary changes) from Cumberland Council. The review

invited comments on the proposals by 7 October. The Clerk did not recall receiving the Notice on behalf of the Parish Council. The final proposals will be considered by a meeting of Cumberland Council on 5 November 2024 and the outcome of the review will be published on Cumberland Council’s website.

55/24 Minutes – to confirm the Minutes of the Council meeting held on 1 July previously circulated The Council **RESOLVED** that the Minutes from the meeting on 1 July be accepted as a true record and were signed by the Chairman

56/24 Finance

a. Bank Reconciliation

I. The Council **RESOLVED** to receive and note the monthly reconciliations and balances to 31 July, 31 August and 30 September 2024 previously circulated:

Unity Trust Bank	31 July 2024	31 August 2024	30 September 2024
Instant Access account	£33,261.87	£33,179.07	£32,909.38
Current account	£826.17	£826.47	£637.18
<u>Total</u>	<u>£34,088.04</u>	<u>£34,005.54</u>	<u>£33,546.56</u>

II. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements

The bank statements for July, August and September 2024 were reviewed and accepted

b. Invoices for Payment – to consider and approve invoices for payment itemised on the Payment Schedule

The Council **RESOLVED** to agree the following payments totalling £3,063.97:

Voucher	Date	Description	Supplier	Net £	VAT £	Total £
160	30.09.24	Grass contract September	S Nicholson	280.00	0.00	280.00
161 SO	01.10.24	Expenses September work from home (wfh)	Clerk	8.34	0.00	8.34
162 SO	01.10.24	Salary September	Clerk	211.36	0.00	211.36
165	10.09.24	Office supplies (ink & paper)	Holme Abbey Parish Council	33.24	0.00	33.24
166 SO	02.09.24	Expenses August wfh	Clerk	8.34	0.00	8.34
167	31.08.24	<i>Internal transfer</i>	<i>Current account</i>	<i>-500.00</i>	<i>0.00</i>	<i>-500.00</i>
168	31.08.24	<i>Internal transfer</i>	<i>Deposit account</i>	<i>500.00</i>	<i>0.00</i>	<i>500.00</i>
169	01.09.24	Website hosting	Wight Computers Ltd	142.99	28.60	171.59
170 DD	30.09.24	Quarterly bank fee	Unity	18.00	0.00	18.00
171	08.10.24	External Audit	Moore	210.00	42.00	252.00
172	31.10.24	Grass contract October	S Nicholson	280.00	0.00	280.00
173	30.11.24	Grass contract November	S Nicholson	280.00	0.00	280.00
174	13.09.24	<i>Internal transfer</i>	<i>Current account</i>	<i>-500.00</i>	<i>0.00</i>	<i>-500.00</i>
175	13.09.24	<i>Internal transfer</i>	<i>Deposit account</i>	<i>500.00</i>	<i>0.00</i>	<i>500.00</i>

176 177	28.09.24	Transfer between reserves	Reserve: Common	-4500.00	0.00	-4500.00
178 179	28.09.24	Transfer between reserves	Reserve: Village Hall	-2434.00	0.00	-2434.00
180 181	28.09.24	Transfer between reserves	Reserve: 3 months running costs	-3568.00	0.00	-3568.00
182	08.10.24	Defibrillator installation	EEC Ltd	1080.00	216.00	1296.00
183 SO	01.11.24	Salary October	Clerk	211.36	0.00	211.36
164 SO	01.11.24	Expenses October wfh	Clerk	8.34	0.00	8.34
185 DD	31.10.24	Monthly bank fee	Unity Trust	5.40	0.00	5.40

- c. **Receipts** – to acknowledge and receive the following receipts totalling £1,038.67
The Council received the following receipts totalling £1,038.67 and noted the delay in receiving the quarter 4 VAT refund was due to HMRC not processing the initial request:

Voucher	Date	Description	Supplier	Total £
159	30.06.24	Quarterly Interest	Unity Trust	219.83
163	11.07.24	VAT Refund Q1	HMRC	171.33
164	07.08.24	VAT Refund 2022-23 Q4*	HMRC	417.20
186	30.09.24	Quarterly Interest	Unity Trust	230.31

- d. **External Auditor Report and Certificate** – to receive the report and certificate for the 23/24 financial year previously circulated

The Council **RESOLVED** to receive the External Auditor Report and Certificate and noted the following comment:

In the previous year, Section 1 and Section 2 had incorrect minute references reflected on the Annual Governance and Accountability Return. We therefore expected this to be reflected in a ‘no’ response to Assertion 3 on the 2023-24 return, however the Council answered ‘yes’.

The Conclusion of Audit Notice had been published on the website as required.

- e. **Budget** – to receive and consider the mid-year budget report previously circulated
The Council **RESOLVED** to receive the mid-year budget report.

57/24 Planning

- a. **Planning applications** – to consider all recent applications received from Cumberland Council detailed below and any other planning applications submitted and published on the CC planning portal (Cumberland.gov.uk) between the circulation of the agenda and the meeting:

i. **Application Number: 24/0519**

Proposal: Proposed enclosed loading bay area to rear of main manufacturing factory building
Location: Pirelli Tyres Limited, Dalston Road, Carlisle, CA2 6AR

ii. **Application Number: 24/0559**

Proposal: Erection of single storey rear extension with roof terrace over (replacing existing single storey extensions) and replacement of timber garage with new brick/block garage

Location: Dunvegan, Garden Village, Newby West, Carlisle, CA2 6QU

The Council considered the applications and **RESOLVED** to agree that there were no comments or objections to the proposals.

b. To note notices of decision

I. Application Number: 22/0751

Proposal: Change of use of barn to dwelling

Location: High Cummersdale Farm, The Square, Cummersdale, Carlisle, CA2 6BG

Granted by Cumberland Council Subject to Nutrient Resolution 07.08.24

c. Cumberland Council Planning Policy update 23.08.24 (Cumberland Local Plan & St Cuthbert's Local Plan

The Council noted the update

58/24 Access Road leading to the short-term car park and allotment

The Council considered the previously circulated quotations and agreed to recommend that Cummersdale Primary School proceed with option 1 from Dinsdale Contracts Limited. The total net cost being £5589.20, and the Council **RESOLVED** to contribute one third, £1856.40, to the project with the remainder to be met by the school and the Fells and Solway Community Panel.

59/24 The Copse

a. Assistance with laying woodchip
Cllr Chicken to invite volunteers to assist and arrange a date to complete the project

b. The Council noted that the Green Spaces Team (Cumberland Council) confirmed that they would be responsible for ongoing maintenance of the woodland path should planning be approved for an adopted Public Right of Way:

Application Number: 24/0401

Proposal: Change of use from agricultural land to public open space to include hard surfaced footpaths and tree planting

Location: Field to the north of Cummersdale Village, Carlisle

60/24 Clerk training – to consider a request from the Clerk to undertake preparatory training for the Certificate in Local Administration (CiLCA) provided by Cumbria Association of Local Councils (CALC), previously circulated.

The Council **RESOLVED** to fund 50% (£100.00) of the fee with the other half to be met by Holme Abbey Parish Council.

61/24 Carlisle Southern Link Road (CSLR) Closure Notices

I. Due to delays in the works Dalston Road will be closed until approximately 19 February 2025.

II. Dalston to Cummersdale Cycleway 7 to 14 December 2024.

The Council noted the above closure notices

62/24 Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required

The Council **RESOLVED** to note the correspondence

63/24 Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Friday 25 October

a. The Copse

Cllr McIntosh reported that the grass contractor will cut and collect the grass to enable the wildflower plugs to be planted

b. Cumbria in Bloom Report

Cllr Chicken reported that the following required attention:

- I. Trees affected by ash dieback: further action dependent upon the survey report carried out by Cumberland Council
- II. The Copse signage: the sign will be replaced and updated by RAISE once the project is completed
- III. Sandstone post to be cleaned: Cllr McIntosh to assess before taking further action

c. Additional car parking spaces, The Crescent, Cummersdale Village

Cllr Brown to meet with Pirelli's Property Manager on 16 October to confirm dimensions.

d. Land drains, The Common, Cummersdale

Cllr Brown to meet with the contractor to discuss continuing with the project

e. Allotment

Cllr Chicken reported that the container used to store allotment equipment is causing items to rust. The Council agreed that Cllr Chicken research suitable storage alternatives for consideration at the next meeting.

64/24 Date of next meeting – Monday 4 November 2024 at 7.00pm in Cummersdale Village Hall

The meeting closed at 8.15pm

X

Cllr K McIntosh
Chairman

Date: 04.11.24