

CUMMERSDALE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 3 March 2025 at 7.00pm in Cummersdale Village Hall

Councillors present: Mr Keith McIntosh (Chairman), Mr Bryan Craig (Vice Chairman), Mr Trevor Allison (Part), Mrs Diane Chicken, Mr David Harrison, Mr Warren Kerr, Mr David Lowe and Mr Keith Nesworthy

In attendance: 4 members of the public and Ms J Cornah Wade (Clerk)

Apologies: Mr Tom Brown

113/24 To receive apologies for absence

The Council received Councillor Tom Brown's apologies

114/24 Requests for Dispensations, Declarations of interest, gifts and hospitality

The Council acknowledged the following reminder:

All Parish Councils within the Cumberland Council's area adopted the Code of Conduct for Parish Councils and in accordance with the Code of Conduct all Parish Councillors completed a "Notification by Member of Pecuniary and Other Registrable Interests" form. The Code places a duty on all Parish Councillors to ensure that the information given in their Notice of Interest is current and up to date and that it is a breach of the Code should Parish Councillors fail to give further notice to ensure that their Personal Interests form is up to date. A new form must be completed in respect of any change to your interests, including changes of employment, ownership or renting property etc within 28 days of any change taking place.

Councillor Allison 117/24 – 24/0356

115/24 To facilitate public participation with regard to items on the agenda

Four members of the public were in attendance and addressed the Council regarding 117/24-24/0356:

How long will it take for the car park to be completed?

When will it be tidied up?

Is it being used by visitors to the Church because residents continue to be blocked in occasionally?

The applicant agreed that the matters raised above require equal consideration.

The school car park has recently been resurfaced, and this also offers additional parking spaces.

The construction of the car park has taken two years already and it is still ongoing.

It is acknowledged that the Church does try to encourage its congregation to park considerately but there appears to be a lack of empathy and/or consideration by those who are new to the Church.

Who is the car park for?

The applicant confirmed that it was for both the Church and the Village Hall. Once completed it will be gated and secured with a combination lock.

What is the timescale for completion?

The applicant confirmed that the car park had progressed as far as possible without planning permission.

What will replace the railings?

The applicant replied that it would be either a fence or a wall with a pedestrian gateway.

How many parking spaces will be created?

The applicant confirmed that there would be between 12 and 15 parking spaces depending on the size of the vehicles. It is not intended for use by the school. The prolonged delay in applying for planning permission has been due to the need to comply with the new Biodiversity Net Gain regulations. The car park does not have any commercial value.

7.25pm two members of the public left the meeting

Is the car park intended to be used for commercial vehicles?

The applicant confirmed that it was not, and neither would it be used as a builder's yard.

It was agreed that the Press and Public be excluded from item 8 on the agenda under the Public Bodies (Admission to Meetings) Act 1960 Section 1(2).

7.30pm two members of the public left the meeting

116/24 Report from the Cumberland Councillor

Cumberland Cllr Allison circulated a report for consideration at the next meeting.

In accordance with the Council's Standing Orders (10.a.vi) at the Chairman's discretion agenda item 8 (Planning) was moved to follow item 4 (Report from the Cumberland Councillor).

7.38pm Councillor Allison left the meeting

117/24 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:** **24/0356**

Proposal: Change of use from grass plot to provide contained parking for Church and Embassy Ballroom

Location: Land to the front of Embassy Ballroom, Cummersdale Road, Cummersdale, Carlisle, CA2 6BH

The Council considered the application and **RESOLVED** to support the application together with the following observations:

Many of the concerns raised by the community will be addressed by the statutory consultees, Environmental Health and the Highway Authority, and also the mandatory requirements of the Biodiversity Net Gain (BNG) plan. The Council's preference would be that the parking area is not used for commercial vehicles and that this be controlled via a combination lock. The addition of native species hedging as per the BNG is welcomed by the Council as this will help to address aesthetic concerns.

8.12pm Councillor Allison returned to the meeting

b. To note notices of decision

No notices of decision had been received

118/24 Minutes – to confirm the Minutes of the Council meeting held on 3 February previously circulated.

The Council **RESOLVED** that the Minutes from the meeting on 3 February be accepted as a true record and were signed by the Chairman.

119/24 Update on progress from the Minutes – to note the progress of outstanding items which do not require further decision

a. Wigton Road (not Glaramara Drive as previously recorded)

The Council noted that Cumberland Cllr Allison had requested that Cumberland Council (CC) replace the dog waste bin with a conventional litter bin. Cumberland Cllr Allison to forward the response from CC to the Clerk and the Clerk to add to future agendas until the action is completed.

120/24 Finance

a. Bank Reconciliation

I. The Council **RESOLVED** to receive and note the monthly reconciliations and balances to 28 February previously circulated:

Unity Trust Bank	
Instant Access account	£24,396.78
Current account	£761.70
<u>Total</u>	<u>£25,158.48</u>

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

The bank statements for February 2025 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 £4,464.82:

Voucher	Date	Description	Supplier	Net payment	Payment inc VAT
220	05.02.25	Internal Transfer	Deposit Account	-2000.00	-2000.00
221	05.02.25	Internal Transfer	Current Account	2000.00	2000.00
222	05.02.25	School Car Park improvements	Cummersdale School	1856.40	1856.40
223	01.05.25	April Salary	Clerk	224.88	224.88
224	01.05.25	April Expenses: work from home (wfh)	Clerk	8.34	8.34
225	01.05.25	April Employee Tax	HMRC	1.20	1.20

226	04.03.25	Room Hire: January to March 2025	Cummersdale Village Hall	80.00	80.00
227	25.02.25	Village Hall: replacement boiler	A C Elliot	2288.00	2288.00
228	25.02.25	Internal Transfer	Deposit Account	-2500.00	-2500.00
229	25.02.25	Internal Transfer	Current Account	2500.00	2500.00
230	28.02.25	Monthly bank fee	Unity Trust Bank	6.00	6.00
TOTAL				4,464.82	4,464.82

121/24 Internal Auditor – to consider appointing Mr D Johnson as the Internal Auditor for 2024/25
 The Council **RESOLVED** to appoint Mr D Johnson as the Internal Auditor for 2024/25. The Council acknowledged that the fee had increased from £30.00 to £35.00 per hour and that it was anticipated to require 3 hours to inspect the accounts and produce a report

122/24 External Audit

The Council **RESOLVED** to undertake a Limited Assurance External Audit for transparency. The Council acknowledged that it is exempt as the income and expenditure does not exceed £25,000.

123/24 Community Governance Review (CGR): Cummersdale Parish boundary

The Council **RESOLVED** to defer consideration of the parish boundary until the meeting scheduled for 6 May 2025.

124/24 Clerk salary and work from home (wfh) expenses

The Council considered the Clerk’s request for a review of current salary scale and wfh expenses previously circulated. The Council **RESOLVED** to approve an increase in wfh expenses from £8.34 to £14.00 per month representing an annual increase of £67.92. The Council **RESOLVED** that the Chair and Clerk discuss further and report to the next meeting.

125/24 Correspondence – to note correspondence received not otherwise on the agenda where decisions are not required

The Council **RESOLVED** to note the correspondence

126/24 Items for information or next Agenda only – all items for the next agenda to be submitted to the Clerk by Friday 28 March.

- a. The Chairman reported that Cumbria in Bloom had launched a new competition, the Local Community Involvement Award 2025. Clerk to agenda for the Council to consider an entry costing £25.00 at the next meeting.

127/24 Date of next meeting – Monday 7 April 2025 at 7.00pm in Cummersdale Village Hall

The meeting closed at 8.31pm

X

Cllr K McIntosh
Chairman

Date: 07.04.25