

**CARLISLE PARISH COUNCIL ASSOCIATION  
EXECUTIVE MEETING  
23<sup>rd</sup> January 2019 at 7.00pm at Forge Green, Dalston**

**MINUTES**

**1. Welcome**

**In Attendance**

M. Higginbotham Chairman, W. Bundred, B. Craig, W. Little, K. McIntosh, D. Moorat, M. Ridley and S. Hutchinson Liaison Officer.

**2. Apologies for absence**

Apologies received from C. Nicholson Vice Chairman

**3. Minutes of the previous meeting held on 3<sup>rd</sup> October 2018**

The minutes were approved.

**4. Matters arising from the minutes (not otherwise on the agenda)**

**4.1 Carlisle City Council – Asset Transfer Policy**

It was agreed that B. Craig, D. Moorat, C. Nicholson and S. Hutchinson will review the policy and submit any comments / changes to the rest of the Executive members for them to agree to the changes prior to sending the document back to D. Crossley.

**4.2 Reduction in CTRS grant and lack of communication**

S. Hutchinson explained that she has emailed D. Crossley to remind the City Council that parish councils need to be made aware of any changes to precept by July to assist the councils with their budget planning. It was agreed to remove from the agenda.

**4.3 St. Cuthberts (Garden Village) Local Plan**

K. McIntosh declared an interest in this matter as he lives in the area affected.

B. Craig then provided the following update: -

Phase 1 is about to be published;

Consultants are tendering for Phase 2;

A New Road grant has been applied for and currently awaiting feedback on the bid;

Ecological and Topographical surveys are being undertaken.

The question about whether or not there has been sufficient parish council involvement to date was posed.

Following a brief discussion it was agreed that the venues in local parishes and at the race course, which had also included a workshop for participants, had been well attended and that when Carlisle City had been involved the consultation had been well organised.

2 consultants are now in charge of any ongoing consultation they are going through the process and open to talking to people.

It was agreed to leave on the agenda for further updates.

#### **4.6 Parish Planning Charter Review**

To be deferred to the next meeting for an update from C. Nicholson.

#### **5. CPCA Strategic planning – Health and Wellbeing Workshop working in partnership with Carlisle City Council**

The Chairman explained that when he attended a meeting with S. Bagshaw, R. Petecki and J. Gooding in October 2018 it was agreed that the CPCA would hold a Health and Wellbeing Conference in partnership with Carlisle City Council. Following a discussion on the different topics that could be covered as part of such a conference, for example local isolation, mental health and how to combat these issues through outside activities, lunch clubs etc. it was agreed that K. McIntosh, W. Little and S. Hutchinson will get together to progress the event with S. Hutchinson initially emailing J. Gooding to ask who he would like the CPCA representatives to work with from Carlisle City Council, D. Crossley and C. Glover to be copied in to the email. It was also agreed that the County Council may want to contribute to the event.

#### **6. Parish Council representatives not allowed to contribute to discussion at Carlisle City Council Planning Committee site visits**

D. Moorat informed the council that this matter had been raised with C. Hardman at the CPCA AGM and that C. Hardman reiterated that it is Carlisle City Council's policy not to allow parish council representatives to contribute to the discussion on planning committee site visits. D. Moorat pointed out that Carlisle City is the exception as other district councils in Cumbria and nationally allow parish councillors to contribute to site visit discussions. This is also the view of the professional body of planning officers. The Executive members felt strongly that parish councils should be able to contribute on site visits as the local knowledge they hold can be of benefit to committee members. It was agreed that S. Hutchinson will draft a letter outlining why the CPCA believe that the current system is non-democratic and how planning decisions could be enhanced by the contribution of parish councillors at site visits giving examples of other areas of good practice where parish councils are allowed to contribute. The draft letter is to be circulated to all Executive members for comment and approval before being sent to the portfolio holder at Carlisle City Council.

#### **7. Highways re the lack of information on closures of the A7 & A6071**

W. Bundred confirmed that he has had no response from Highways regarding the lack of information on road closures. It was agreed that W. Bundred will write to S. Hall at Highways to ask if the notification of road closures could also be sent to Radio Cumbria as not everyone has access to twitter

accounts. It was also agreed that Executive members should email W. Bundred with any other areas for improvement for him to include in the letter to S. Hall.

## **8. Brampton Toilets**

D. Moorat pointed out that the outside of Brampton toilets are now excellent on the outside as the school has painted murals on the walls, however, the metal grill gates give the impression that the doors are locked and inside there is still a long list of repairs that have not been completed. It was agreed that S. Hutchinson will write to J. Gooding to ask him for feedback following the visit to Brampton toilets that he agreed to undertake at the meeting held in October 2018.

## **9. Any other business**

K. McIntosh asked for the following items to be discussed.

- (i) Working Together Lengthsmen agreements
- (ii) School places in relation to large housing developments

The Chair asked if the second point could be discussed first as he wanted to give feedback on the first item as part of his feedback from the CALC Executive meeting.

### **School places in relation to large housing developments**

K. McIntosh raised the point that there are a number of large housing developments underway or being considered across the patch with no reference to additional school places being made available at both primary and secondary level. It was agreed that S. Hutchinson will identify the best people to approach from the Planning Department and the Education Department and ask them to attend a CPCA meeting to discuss the matter.

### **CALC Executive feedback**

- Working together project  
K. McIntosh expressed his concern about the proposed Lenthsmen Scheme and if funding was to be devolved should parish councils wish to adopt this.

The Chairman informed the members that S. Hall had delivered a presentation to the CALC Executive regarding the Working Together project and that he had stated that initially Highways are looking for a consistent approach to services which parish and town councils are already undertaking. This consistent approach will provide guidance for councils, risk assessments and training to reduce the liability that councils might be facing without this guidance in place. It was noted that the scheme will be piloted with 5 or 6 councils before being rolled out to all councils.

- NALC has announced that business rates are to be removed from public toilets
- CALC forward planning day – following a brief discussion on the outcome of the day it was agreed to circulate the notes from the meeting to all Executive members. The chairman explained that it had been suggested at the meeting that CALC Executive members could drop into parish council meetings to make sure that they are functioning at an acceptable standard. B. Craig confirmed that this suggestion had been over ruled at the meeting as it was felt that it was not the role of CALC Executive members to police parish councils. The CPCA wanted it noted that they would have concerns about such an approach.

### **Data Protection Regulations**

It was agreed to minute that CPCA Executive members all gave their consent to have their email addresses visible to each other rather than use “bb” when distributing information.

### **Anti-social Behaviour in Brampton**

D. Moorat raised concerns about the amount of anti-social behaviour in Brampton and that the police are not prepared to prosecute individuals. It was agreed that D. Moorat will take this up with the Local District Inspector.

### **10. Date of the next meeting –**

Date to be confirmed in May post elections.