



## ALSTON MOOR PARISH COUNCIL

Minutes of a meeting of Alston Moor Parish Council held on Monday 7<sup>th</sup> October 2019 at 7pm in Nenthead Village Hall.

**Present:** Cllrs G. Wright (Chair), M. Denoual, J. Glendinning, A. Green, E. Grew, T. Haldon, M. Hanley, C. Harrison, H. Ho, A. Martin, R. Miller, Z. Robson, L. Seaton.

**Apologies:** Cllrs D. Athey, A. Holt

**Absent:** none

A letter of resignation as chair was received from Cllr Martin.

Declarations of interest were received from Cllr Miller 6a/OCT/19, Cllr Denoual 6b/OCT/19 and Cllr Harrison 6e/OCT/19.

### **Appointment of chair**

**Resolved** to appoint Cllr Wright as chair. Proposed by Cllr Glendinning and seconded by Cllr Miller (nem con)

**Resolved** to appoint Cllr Haldon as vice-chair. Proposed by Cllr Wright and seconded by Cllr Grew. (10+ 3 abs)

### **1. Minutes**

**Resolved** that the minutes of the parish council meeting held on Monday 2<sup>nd</sup> September 2019 be agreed as a correct record. Proposed by Cllr Haldon and seconded by Cllr Grew. (11+ 2 abs)

### **1a. Discussion with a Collision Reduction police officer on speeding, anti-social behaviour and noise pollution from vehicles**

Apologies from the Collision Reduction officer were made by the CSPO attending in his place. He is willing to meet with the council at a later date.

**Speed reduction** . speed indicator devices are being used on the A689 and the A686 near the Brampton Road pinch point. They will stay up for 2 weeks, as this length of time has been proven to be the most effective. They may in future be used at other locations. Possibly near Lowbyer or along the Middleton road, provided there is a suitable metal structure to fix them to. The devices have to be shared with other areas, so cannot be kept indefinitely in Alston.

Traffic counts indicate that the roads are busy, up to 1000 vehicle movements per hour have been logged. The camera van has been in the area, with some improvements to behaviour, with the traffic police and marked police bikes, which are able to come up to Alston on occasions. Warning letters can also be sent out by the CSPOs.

**A686 40mph zone** . it is not feasible to extend the 40mph zone on the Hartside road beyond the Leadgate turn off, as the extension was quite recent. This section of road is difficult as there is no-where to place the van, and there are similar issues with the Middleton Road.

### **Questions**

**Nenthead Mines Car Park** . the police will check on this area every so often, as it is a favourite with boy racers.

**School crossing point** . there are concerns about pupils crossing the road between Spar and the school, which many feel makes an accident waiting to happen. The issue has been referred to the monthly meeting of the Crash Group to consider what can be done by way of road markings.

### **Alston Town Hall**

Reports have been made to the police about noise, damage to a wall and general anti-social behaviour by youths hanging out beside the public toilets and town hall. Although the area can be patrolled every so often, there are a number of things that could be done to improve the situation.

The gap between the toilets and the town hall could be permanently blocked up to stop it being used as a shortcut, and reduce the risk of damage to the wall besides the footpath. Other attractions are the free Wi-Fi and having the toilets lit after they are locked. The clerk was to ask Cllr Driver to follow up with Wi-Fi and to contact EDC to enquire about switching off the lights in the public toilets after closing. **Action Cl.**

It was reported that there is some old graffiti on the side of the toilet block that ought to be removed, and a suggestion made that the council talks to the youth club to find out how they are getting on. **Action CI.**

## **2. Public participation**

*A complaint was made about the unfinished work by ENWL near the Cumberland Hotel, and the problem of water draining onto the footpath down to the playing field.*

The clerk reported that ENWL were contacted several months ago and she was advised that the contractors had been taken off the job as it had overrun on budget, but that it would be completed. To follow up. **Action CI.** She will also advertise the drainage work to see if a contractor can be found. **Action CI.**

*A second resident had concerns about the retrospective planning application for the former HSBC building. He questioned whether there was any evidence that a door had existed in the location the new one has been inserted. The velux windows to the front of the building have been badly fitted, and should be accommodated on the back of the building so they are not visible from the highway. Earlier applications to fit velux windows were rejected due to the adverse impact on the townscape. The planners have insisted on the provision of off-street parking for some applications, but nothing has been factored in for this site. There are concerns that the proposal for a café may not be viable in a town already well served with these facilities, leading to a later request for conversion to residential use. It would be preferable to submit an application for this from the outset. While developments that will add to the housing stock and improve the economy are welcome, unauthorised works are seen as an unfair, especially with regard to a building with heritage value in the Conservation Area. The council were urged to make robust recommendations to the planning authority.*

Noted.

*A resident commented that the gate at Priorsdale has been locked, restricting access for users. CCC was contacted, but new gates have since been put up on the public road. It was confirmed that livestock are not kept in this area.*

Cllr Wright offered to check on the situation. **Action GW.**

## **3. Progress Reports**

### **3a/OCT/19 Recycling Centres update & Community Warden commercial bin**

Re: 4d/SEP/19 The issue of bin emptying during the A686 road closure has been resolved, but due to staff holidays no further updates on other matters have been obtained.

The green commercial bin at the Town Hall has been replaced with a black bin to distinguish it from the green recycling bins. However, the original commercial bin has been taken from the Town Hall annex and unless returned within the next few weeks the council will be charged.

The clerk was advised to make one further check with the contractors (they have confirmed twice already that they did not take it) and if unsuccessful to report it to the police as stolen property. **Action CI.**

### **3b/OCT/19 In-house training for councillors**

Re: 10a/SEP/19 Due to holidays there is no update on training days. CALC has mentioned that the request to include Code of Conduct and social media training is a bit more complex than their regular sessions, so it may take longer to arrange.

### **3c/OCT/19 Update on objection to 'Daft as a Brush' monument on the South Tyne Trail**

Re: 8/SEP/19 The parish council has been copied into a letter to Eden District Council by the complainant to state that a formal complaint has been made about their handling of the issue of the erection of the monument. He has also made a request to the council under the Freedom of Information Act 2000 for copies of all relevant correspondence.

## **4. Progress reports from working groups and council representatives**

### **4a/OCT/19 Alston Moor Care Alliance & Ambulance meeting report**

Notes were circulated from the meeting held last Thursday. Any member of the public wishing to see the report was asked to contact the clerk.

### **4b/OCT/19 Alston War Memorial**

Further work is needed on the misspelt name as the family are not happy with the alteration, although it had been explained to them beforehand that it would leave marks on the stone. Hodgson Bros could be

asked to replace the lettering with resin, but the family have been asked to speak to them first, so they understand what is involved before the work goes ahead.

#### **4c/OCT/19 Volunteer Co-ordinator Working Groups**

The notes were circulated. It was explained that the recommendation is that the parish council takes on a managerial role, and advertises for a group to lead the project, setting a realistic time limit for someone to come forward. The reason for this is that the working group investigated managing the post themselves but concluded the council does not have the resources to lead it. The intent is for the successful group to oversee recruitment and take the project forward. They would report back to the council on use of funds and the works undertaken by the person appointed.

**Resolved** to accept the recommendations of the Volunteer Co-ordinator working group and carry the task forward. Proposed by Cllr Haldon and seconded by Cllr Denoual. (11+ 2 abs)

It was agreed that the VC working group would follow up. **Action.**

#### **4d/OCT/19 Advisory, Development and Policy (ADP) Working Group**

The notes and papers were circulated. Noted that the draft Co-option form is to be held over until next month.

**Resolved** to accept the recommendation to adopt the updated Communications Strategy. Proposed by Cllr Haldon and seconded by Cllr Wright. (12+ 1 abs)

**Resolved** to accept the recommendation to rename the Finance working group Finance Scrutiny Panel. Proposed by Cllr Grew and seconded by Cllr Denoual. (12+ 1 abs)

**Resolved** to accept the recommendation to adopt the Equal Opportunities Policy unchanged. Proposed by Cllr Haldon and seconded by Cllr Wright. 12+ 1 abs)

**Resolved** to accept the recommendation to adopt the Welcome note for new councillors. Proposed by Cllr Grew and seconded by Cllr Denoual. (12+ 1 abs)

**Resolved** to hold over the new Financial Regulations and appendix on reserves to allow more time for members to read it. Proposed by Cllr Haldon and seconded by Cllr Wright. (11+ 1- 1 abs) To circulate again alongside the model template from NALC. **Action CI.**

As only 3 councillors have been able to attend meetings, a request for additional members was made.

**Resolved** to appoint Cllr Ho on the chair; casting vote.

#### **4e/OCT/19 Nenthead Ward Meeting report**

**Footway lights** . residents have concerns about the new LED lights which are not as bright as the original sodium lights and could result in darker streets.

**Nenthead toilets** . the AGM will take place next week in the Miners Arms.

**Noticeboard** . a query was raised as to whether the replacement noticeboard should belong to the parish or the community. Although this is a matter for the community to decide, it was explained that the parish council are able to recover VAT if they own the noticeboard, but not if it is owned by another body.

The key to the noticeboard is held in the Community Shop.

**Grit bins** . a request was made for more bins on Bevan Bank, near the terrace. **Action CI.**

**Blocked drains** . residents are encouraged to report blocked drains to the Highways Hotline.

#### **4f/OCT/19 Alston Surgery**

The surgery was quiet, but residents mentioned earlier the issue of overgrown, mossy paths around town. A deep clean of the town areas are to be discussed with Eden officers, but may not take place until spring growth commences.

It was suggested that Cllr Grew speak to SKS about the ambulance service being in attendance at the Fireshow to encourage more people to sign up as First Responders. **Action EG.**

#### **4f/OCT/19 Garrigill Ward Meeting**

**The Garrigill Ward meeting** will be held on Wednesday 13<sup>th</sup> November.

**Garrigill cemetery** - Cllr Grew reported that it has taken three months to arrange a site visit to Garrigill cemetery with Eden District Council officers. Residents are angry at the state of the cemetery, so the various issues need to be addressed.

**First Aid training** . a half day course run through Cumbria CVS was held in the Town Hall on basic first aid. It was suggested that all parish councillors take part in a one day course to encourage others in the community of the need for everyone to have some experience of first aid. Members raised concerns about the cost which is around £100 per person.

**Christmas lights** . will be needed for Garrigill. Members were advised to put this request to the council next month.

**Resolved** to recommend in principal that specific funds are allocated to Nenthead and Garrigill for Christmas lights at the next precept meeting. Proposed by Cllr Martin and seconded by Cllr Seaton. (12+ 1 abs)

### **5 County Councillor's Report**

*Cllr Driver's report is on YouTube with a link circulated.*

**Front street communications** . there is a new panel on the Co-op wall with an explanation of the tender process for the outline design for the road. A team of specialist stone masons have been identified to carry out the work, and the County's officer team are holding meeting to look at the timing for test panels and public consultation.

**Meathaw Hill works** . the County are waiting to hear if time has been lost because of the heavy rain.

**Health scrutiny** . the mental health unit made a decision to close temporarily during a review of the rehabilitation centre. No substantial changes are proposed, but if there are any significant changes they will be brought back to the community.

**New Carlisle and Eden Forum** . patient representatives, and local councillors are meeting with health and social care officers to look at the provision of services.

**Townhead proposal for traffic restrictions** - comments can be sent to the clerk to forward; it is then up to the Eden Local Committee to reach a decision. The proposals are for a much reduced area with double yellow lines and are a final attempt to manage the issue of traffic being pushed into the middle of the road besides the police station.

### **District Councillor's Report**

*Apologies from Cllr Sharp. Written reports were received, and posted to the council website.*

### **6. Planning applications**

**6a/OCT/19** 19/0533 Full application. Erection of light industrial shed and siting of 10 storage containers. Nentforce Caravan Park, Station Road, Alston CA9 3JX for Mr J.K. Shepherd . Ayle Colliery Ltd  
*Cllr Miller declared an interest as an employee.*

**Recommended** for approval. Proposed by Cllr Wright and seconded by Cllr Haldon (11+ 2 abs)

**6b/OCT/19** 19/0614 Change of Use. Change of use of a building from office use to a dwelling house. Laburnum Cottage, Kates Lane, Alston VCA9 3QJ for Acumen Investigation Services Ltd . Mr I. Grey.

**Recommended** for approval. Proposed by Cllr Green and seconded by Cllr Wright. (nem con)

**6c/OCT/19** 19/0615 Full application. Single storey extension to rear. Far Galligill, Nenthead, CA9 3LW for Mr T. Ellis.

*Cllr Denoual declared an interest as a neighbour.*

**Recommended** for approval. Proposed by Cllr Wright and seconded by Cllr Haldon (1 abs)

**6d/OCT/19** 19/0629 Full application. Proposed new buildings for stabling and associated storage. Access from road to houses, Wellgill Farm, Nenthead CA9 3PY for Mr J. Butterworth.

**Recommended** for approval. Proposed by Cllr Haldon and seconded by Cllr Seaton. (nem con)

**6e/OCT/19** 19/0623 Full application. Conversion of redundant farm buildings to extend residential accommodation. Coatlith Hill Farm, Alston CA9 3JZ for Mr Harrison.

*Cllr Harrison declared an interest as the applicant.*

**Recommended** for approval. Proposed by Cllr Miller and seconded by Cllr Wright. (1 abs)

**6f/OCT/19** 19/0701 . Hillside Cottage, Garrigill - Change of use from ancillary accommodation to holiday cottage and associated rear extension, renovations and parking.

**Recommended** for approval. Proposed by Cllr Haldon and seconded by Cllr Green (1 abs)

**6g/OCT/19** 19/0562 Full application . Retrospective change of use of bank (A2) to coffee shop (A3) to ground floor and basement and residential (C3) to upper floors. Re-instatement of door and addition of 2no velux windows to front elevation. Former HSBC, Market Place, Alston CA9 3QN.

**Recommended** that permission is granted subject to the following conditions:

- The new door is replaced in a style similar to the one which can be seen in old photographs in Alston's Historical Society archives circa 1900.
- The velux windows should be located on the back of the building, so they are not visible from the Market Cross.

- There are in addition some concerns about adequate parking provision and the proximity of other cafes to the one proposed. Proposed by Cllr Haldon and seconded by Cllr Wright. (nem con)

It is further requested that Eden District Council arranges a site visit, as it is evident that work has been carried out within the Conservation Area that may not be in keeping with the work undertaken for the five year Townscape Heritage Lottery scheme.

#### **Decision notices**

**6i/OCT/19** 19/0483 Full application. Alterations and addition of velux window to existing lean to extension. rendering of brickwork and repaint gable end wall above lean to extension. 2 Stokoe House, Market Place, Alston CA9 3HS for Mr C. Barlow. Permission granted with conditions.

**6ii/OCT/19** 19/0543 Advertisement. Advertisement consent for 1 no. fascia board and 1 no. wall mounted signboard. Blackstocks, Market Place, Alston CA9 3QN. Permission granted with conditions.

**6iii/OCT/19** 19/0610 Tree Works (CA) Removal of group of Cypress trees: Alston Conservation Area. Hartside Lodge, Overburn, Alston CA9 3SH for Mr M. Collins. Permission granted with conditions.

**6iv/OCT/19** 19/0556 Full application. Proposed conversion of garage and spare room into holiday let annex with balcony and detached garage. Rotherhope Towers, Garrigill, CA9 3EJ for Mr J. Batty. Permission granted with conditions.

**6v/OCT/19** 19/0266 Full application. Change of use of agricultural land to campsite with WC facilities. Lambsgate Farm, Alston CA9 3LD for Mr & Mrs R. Tebbs. Permission granted with conditions.

#### **7. Application to the Community Fund from Alston Moor Federation PTA for lighting equipment for performances**

The request was for £300 towards the cost of LED lights, t-stands and controller for Performing Arts at SKS.

**Resolved** to contribute £300 out of the Community Grant fund. Proposed by Cllr Haldon and seconded by Cllr Grew. (nem con)

#### **8. Alston Market Cross**

The request was for a permanent solution to the problem of pigeons roosting in the Market Cross. This problem has been ongoing for several years, and the temporary netting is now damaged. Cllr Driver confirmed that she has taken photos to send to the County officers, and explained that, as the building is a listed monument, it has been difficult to get the conservation officers to agree on a permanent grill with an access hatch. It is not straightforward, but the county has said they will do something about it.

#### **9. Nenthead Recycling Centre – feedback from Ward Meeting and request for updated signage, update on deep cleaning, and offer of help with garden areas**

Cllr Denoual reported that she was disappointed with the lack of response to an offer to help with the garden area by Eden District Council officers. She would also like Eden to update the signage for recycling credits. To follow up. **Action CI.**

#### **10. Potential sites for car parking in Alston**

Noted that there is a need to look seriously into the parking problems in Alston and to explore all possibilities for improvements. Agreed that due to lack of time at this meeting, it would be added to the Traffic Management agenda.

#### **11. Request to purchase garden plots**

A letter was received from three Townfoot residents interested in purchasing their garden plots.

*The clerk declared an interest.*

Plot A was agreed by an earlier council subject to valuation, but the occupants were advised by a valuer that as the site was tiny they should make the council an offer.

Plot B is a new application.

Plot C an agreement was reached on a price with a previous applicant, this was not followed up and a new applicant was asked to obtain a valuation.

**Resolved** to invite the applicants to put in a fair offer for the garden plots. Proposed by Cllr Haldon and seconded by Cllr Miller. (nem con)

## **12. Changes to Postal Service**

It is understood that the post office sorting office is to move to Brampton when the existing post office closes, and moves into the vacant premises next door under new ownership. The changes are not something the parish council can get involved in as Royal Mail is not a public company and it is known that they have a policy of closing small sorting offices.

It is hoped that parcels will still be able to be left at the new post office, but this is not guaranteed.

## **13. Consultations and Correspondence**

### **13a/OCT/19 EDC – Alston Housing Needs Survey Report**

The survey report was circulated earlier this month, and a representative from Eden District Council is planning to attend the November council meeting to discuss the findings.

### **13b/OCT/Alston Local Lettings Policy**

The Alston Local Lettings Policy is due for renewal and a representative will attend the November council meeting to discuss.

### **13c/OCT/19 EDC Draft Housing Supplementary Planning Document –public consultation**

A consultation on the Draft Housing Supplementary Planning Document is underway and comments are invited by 25<sup>th</sup> October 2019.

### **13d/OCT/19 ACT Emergency Planning, Community Resilience and Neighbourliness**

ACT are setting up a new programme called Neighbourliness Works which is a support programme to encourage individuals and communities to be more neighbourly. Further information is available on the ACT website.

### **13e/OCT/19 Notices of events/meetings**

CALC AGM 9th November 2019

Helm corridor winter maintenance meeting to feed into the winter review 28<sup>th</sup> October 2019. Cllr Wright agreed to attend.

### **13f/OCT/19 Information received**

Police report . October 2019

ACT leaflet . Household Emergency Plan

ACT leaflet . Neighbourliness Works

NALC . Policy Consultation E-briefing 9/19 . Independent Review into Local Government Audit (circulated)

## **14. Administration**

### **14a/OCT/19 GDPR and Local Councils advisory note**

An article by the ICO taken from The Clerk magazine was circulated. Members were asked to note that one of the top challenges they have identified is the use of own devices where councillors hold personal data on personal laptops or mobile phones and use of non-council email addresses instead of the council system.

Further discussions on the possible purchase of council equipment will be added to a later agenda.

### **14b/OCT/19 Precept request for budgeting purposes**

The clerk asked if anyone was aware of any funding needs by local organisations that had not already been drawn to the council's attention.

## **15. Items for next month's agenda/urgent business & Traffic Management agenda**

Local occupancy clause . there is an issue in that some residents have failed to sell their former council houses because of the local occupancy clause.

Traffic Management meeting . car parking

## **16. Finance**

### **16a/OCT/19 Bank statements**

The statements as of 30<sup>th</sup> September 2019 were as follows:-

Alston Moor Parish Council tr/ac	£66,894.54
Alston Moor Parish Council bus/ac	£12,714.04

Eden Credit Union

£7,008.58

**16b/OCT/19 Accounts for Payment**

The following accounts were for payment:-

<i>Summary of accounts for payment: -</i>	£1,040.36
<i>Summary of income received since last meeting: -</i>	£6.34
<i>Summary of accounts paid since last meeting: -</i>	£2,257.23

**Resolved** that sufficient funds are held in balances for the clerk to be authorised to settle all the accounts listed in appendix 1. Proposed by Cllr Martin and seconded by Cllr Haldon. (12+ 1 abs)

**16b/OCT/19 External Auditor's report for 2018/2019**

There were no matters arising from the external auditor's report. The clerk confirmed that the notice of conclusion of audit has been published.

**Resolved** to accept the external auditors report noting that no actions are required. Proposed by Cllr Martin and seconded by Cllr Wright. (nem con)

*The meeting closed at 10pm.*

Signed: .....

Dated: .....