

IRTHINGTON PARISH COUNCIL

Clerk: Allison Riddell
Unit 2
The Old Brewery
Craw Hall
Brampton
CA8 1TR
Tel: 016977 3382

Email: irthingtonpc@gmail.com
<https://irthingtonpc.org.uk>

27th September 2024

Dear Councillor,

You are summoned to attend a meeting of **IRTHINGTON PARISH COUNCIL** that will be held in **NEWTOWN VILLAGE HALL**, on **WEDNESDAY 2nd OCTOBER 2024**, at 7.30pm.

The meeting is open to the press and members of the public.
Please do not attend the meeting if you have Covid-19 symptoms.



AGENDA

1. **APOLOGIES FOR ABSENCE**
To receive apologies for absence and accept reasons for absence.
2. **REQUESTS FOR DISPENSATIONS**
The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **DECLARATIONS OF INTEREST**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.
4. **MINUTES**
To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 4th September 2024. (copy herewith)
5. **PUBLIC PARTICIPATION SESSION**
 - 5.1 **PUBLIC PARTICIPATION** - To receive comments and representations from members of the public in relation to any item on the Agenda. (*The session lasts for up to 15 minutes depending on participation. Those items not on the agenda will not be debated but referred, if appropriate, to the next meeting. Members of the public are not permitted to speak at any other time during the meeting unless invited to do so by the Chairman.*)
 - 5.2 **CUMBERLAND COUNCIL REPORT** – To receive a report from Councillor Mallinson.
6. **REPRESENTATIVES' REPORTS**
To receive reports by representatives on Outside Bodies.
7. **TOWN AND COUNTRY PLANNING APPLICATIONS**
To consider the following:-
 - 7.1 **CROSS HILL FARM, IRTHINGTON (24/0546)** – Demolition of existing farm shed; erection of 1 agricultural workers dwelling with associated infrastructure including replacement of septic tank with package treatment plant.

7.2 NEWBY MANOR, NEWBY EAST (24/0564) – Erection of single storey extension to provide wet room and erection of external lighting column.

7.3 NEWBY MANOR, NEWBY EAST (24/0567) – Erection of single storey extension to provide wet room (LBC).

(Information available on Cumberland Council website)

8. NOTIFICATION OF DECISIONS

To note the following decisions from Cumberland Council on applications the parish council has already made comment on:-

- **LAND TO THE WEST OF THE COTTAGE, NEWTOWN (24/0487)** – Variation of condition 1 (approved documents) of previously approved application 18/0433 (erection of 3 dwellings) and further varied by permissions 21/1167, 22/0333 and 23/0529 for additional windows to plot 3.
PERMISSION GRANTED
- **NEWBY MANOR, NEWBY EAST (24/0425)** – Erection of dwarf wall.
PERMISSION GRANTED

(Information available on Cumberland Council website)

9. FINANCIAL MATTERS

9.1 BANK RECONCILIATION TO 30.09.24 – To receive a report by the Clerk. (Copy to follow once statement is available)

9.2 EXPENDITURE TO APPROVE – To approve/ratify* the following schedule of payments, and any additional payments received prior to the meeting:-

Amount £	Payee	Detail	Chq/DP
362.88	A Riddell	Net wage to 5.10.24	DP
272.00	HMRC	PAYE to 5.10.24	DP
420.00	Netwise	Domain renewal & hosting	DP
TBC	R. Farrimond	Grass cutting	DP

9.3 MONITORING REPORT

To note a report by the Clerk detailing income and expenditure against the budget to 30th September 2024. (Copy to follow once statement received)

9.4 WEBSITE – MOVING TO .GOV.UK DOMAIN

To consider the options for .gov.uk email provision through Netwise, current website provider. (Information circulated to members by email)

9.5 BUDGET 2025/26

To consider any future projects that would impact the 2025/26 budget.

10. VE DAY 80

To consider taking part in the event. (Information circulated to members by email)

11. NEWTOWN VILLAGE GREEN

11.1 PLANTING OF DONATED OAK TREES

To consider any feedback from residents on the preferred location to plant 2 donated oak Trees. Councillor Armstrong to report.

11.2 GRASS CUTTING

To note the response from the Council's insurers and consider what action, if any, to take.

- 12. DEFIBRILLATOR INSTALLATION AT NEWBY EAST**
To receive an update from Councillor Armstrong on grant availability for the installation of a defibrillator at Newby East.
- 13. NEWTOWN NOTICEBOARD**
To agree the design of a new noticeboard for Newtown and confirm costs.
(Information circulated to members by email)
- 14. GRASS CUTTING TENDER**
To review and confirm the grass cutting tender for 2025. (Current tender information herewith)
- 15. CUMBERLAND COUNCIL -**
 - 15.1 STATEMENT OF COMMUNITY INVOLVEMENT (SCI)**
To consider a request for comments on the draft SCI.
 - 15.2 POLLING DISTRICT AND POLLING PLACE REVIEW**
To consider a request for views on the existing polling arrangements for the area.

(Information circulated to members by email and available on www.cumberland.gov.uk)
- 16. CLERK'S REPORT**
To receive a Report from the Clerk (copy herewith)
- 17. CALC**
To note that all CALC emails have been circulated to members and none required a formal decision.
- 18. CORRESPONDENCE RECEIVED BY THE CLERK**
To note items of correspondence received since the last meeting have been circulated to members by email and the following required a formal decision:-
 - 18.1 CUMBRIAN WHITE TAILED EAGLE PROJECT** – To consider a response to the social feasibility study on the reintroduction of white tailed eagles to Cumbria. (Further information available at www.lifescapeproject.org)
 - 18.2 SPEEDING IN IRTHINGTON** – To consider an email from a resident requesting the parish council to consider the implementation of traffic-calming measures in Irthington and the deployment of a speed van in the village, particularly during peak school times, to monitor and deter speeding vehicles.
- 19. AGENDA ITEMS FOR NEXT MEETING**
To submit items for the next meeting and note that any further items for consideration should be submitted to the Clerk on or before 30th October 2024.
- 20. DATE OF NEXT MEETING**
Wednesday 6th November, 7.30pm, Newtown Village Hall.

IRTHINGTON PARISH COUNCIL

MINUTES of the MEETING of IRTHINGTON PARISH COUNCIL held in NEWTOWN VILLAGE HALL on WEDNESDAY 4th SEPTEMBER 2024 at 7.30pm.

PRESENT: Cllrs R. Armstrong (Chairman), G. Beck, M. Ridley and H. Slack.

IN ATTENDANCE: Clerk
Cumberland Councillor J. Mallinson
1 member of the public (from item 069/24.2)

062/24 APOLOGIES FOR ABSENCE

RESOLVED to note apologies for absence were received and agreed from Councillors Jordan and Robinson.

063/24 REQUESTS FOR DISPENSATION

RESOLVED to note that no requests for dispensation were received.

064/24 DECLARATIONS OF INTEREST

RESOLVED to note there were no declarations of interest made.

065/24 MINUTES

RESOLVED to authorise the Chairman to sign the minutes of the meeting held on 3rd July 2024, confirmed as a true and accurate record, after amending the date of the next meeting.

ACTION: RA

066/24 PUBLIC PARTICIPATION

RESOLVED to note there were no members of the public present.

RESOLVED to note Cumberland Councillor Mallinson reported that he was pushing for Cumberland Council to take better care of the property under its ownership in Irthington.

067/24 REPRESENTATIVES' REPORTS

RESOLVED to note there were no reports.

068/24 TOWN AND COUNTRY PLANNING

Applications for planning consent were considered.

RESOLVED to advise Cumberland Council of the Parish Council's comments as follows:-

068/24.1 LAND ADJACENT GALLOWBERRY, IRTHINGTON (24/0508) – Erection of 1 dwelling, new vehicle and pedestrian access to highway and landscaping (outline).

No observations.

ACTION: Clerk

Signed.....

Date.....

RESOLVED to ratify the following comments, previously submitted to Cumberland Council:-

068/24.2 LAND TO WEST OF THE COTTAGE, NEWTOWN (24/0487) – Variation of condition 1 (approved documents) of previously approved application 18/0433 (erection of 3 dwellings) and further varied by permissions 21/1167, 22/0333 and 23/0529 for additional windows to plot 3.

No observations.

068/24.3 NEWBY MANOR, NEWBY EAST (24/0425) – Erection of dwarf wall.

No observations.

069/24 FINANCIAL MATTERS

069/24.1 BANK RECONCILIATION to 31.08.24

There was submitted a report by the Clerk on the reconciliation of the Council's financial records with its bank account statement.

RESOLVED to receive and note the bank reconciliation and balance to 31st August 2024 of £19,440.15.

069/24.2 EXPENDITURE TO APPROVE

RESOLVED to authorise/ratify* the following expenditure for payment:-

Amount £	Payee	Detail	Chq/DP
362.88	A Riddell	Net wage to 5.08.24 *	DP
362.68	A. Riddell	Net wage to 5.09.24	DP
12.00	Netwise	Gov.uk set up fee	DP

070/24 POLICY ADOPTION

Members reviewed and considered the following policies for adoption:-

- **CO-OPTION PROCEDURE AND ELIGIBILITY FORM** (issued by CALC)
- **GENERAL RESERVES**

RESOLVED to adopt the policies.

071/24 NEWTOWN VILLAGE GREEN

071/24.1 REPLACEMENT TREES

RESOLVED to note 6 trees from Whitesyke Garden Centre and the oak tree supplied by Councillor Ridley had been planted. The Clerk would request photos from Irthington in Bloom representatives who helped out with the planting.

ACTION: Clerk

Signed.....

Date.....

071/24.2 GRASS CUTTING

Members considered the concerns raised at unauthorised grass cutting on the village green.

RESOLVED that the Chairman would instruct the resident to cease cutting the grass and the Clerk was to contact the council’s insurers to ascertain the position regarding cover and liability.

ACTION: RA/Clerk

072/24 DEFIBRILLATOR IN NEWBY EAST

Consideration was given to the type of defibrillator to purchase and the availability of grants.

RESOLVED to purchase a Heartsine Samarita PAD 360P defibrillator and cabinet (cost £1,249.00)

RESOLVED that no action on local grant funding applications would take place until Councillor Armstrong had information from London Hearts on its grant availability.

ACTION: RA/Clerk

073/24 CLERK’S REPORT

RESOLVED to note the attached report. (Appendix 1)

RESOLVED to invite Danny Poland (Irthington in Bloom) to attend the 50th Anniversary of Cumbria Celebration.

074/24 CALC

RESOLVED to note that all CALC emails had been circulated to members and that none required a formal decision.

075/24 CORRESPONDENCE RECEIVED BY THE CLERK –

RESOLVED to note all correspondence had been circulated to members and the following required a formal decision:-

075/24.1 ENHANCE YOUR TANK SCHEME

Members considered a letter from Nutrient Neutrality Administration Officer, Lake District National Park, regarding promotion of the scheme.

RESOLVED to add information on the scheme to the Council’s website.

ACTION: Clerk

075/24.2 PLANTING OF OAK TREES

Members considered an email from a local resident offering 2 oak saplings for planting on the village green or elsewhere in the parish.

RESOLVED to thank the member of the public for the offer and that Councillor Armstrong would ask residents (through the local newsletter) for a preferred location.

ACTION: Clerk/RA

Signed.....

Date.....

075/24.3 SAFETY OF LITHIUM BATTERIES

Members considered an email from the Parliamentary Advisor to Electoral Safety First, requesting support for the campaign to improve the safety of lithium batteries.

RESOLVED to add information on the scheme to the Council’s website and include information in the next newsletter as a means of support for the campaign.

ACTION: Clerk/RA

076/24 AGENDA ITEMS FOR NEXT MEETING

RESOLVED to note that items for consideration should be submitted to the Clerk on or before 25th September 2024.

077/24 DATE OF NEXT MEETING

Wednesday 2nd October 2024, Newtown Village Hall, 7.30pm.

Meeting closed at 8.02pm.

DRAFT

Signed.....

Date.....

CLERK'S REPORT

IRTHINGTON NOTICEBOARD – No response from previous contractor on repairs to the noticeboard. Other local contractors were being contacted for advice.

.GOV.UK - Website and emails were being progressed with Netwise, the current website provider. Clerk had attended training on moving to a .gov.uk website through the Government's department for Science, Innovation and Technology.

PARISH COUNCILLORS – The list of parish councillors on the Cumberland Council website had been reviewed and updated.

CWGC SIGN AT IRTHINGTON CHURCH – Request for sign passed to Parochial Church Council. Wardens and vicar had agreed to installation.

ROAD CLOSURES –

U1096 Laversdale - A temporary road closure had been put in place to allow Fibrus to carry out utility works which were expected to commence 5th September 2024 and anticipated to take 5 days to complete.

Please see below details of the extents of the closure and alternative route, the relevant legal notice can be viewed at https://api-gb.one.network/downloads/tm/4586/reactivation-notice-cumberland_139894778_3778598_8340f1ea5c.pdf and a location plan clearly showing these extents can be found on one.network via link <https://one.network/?tm=139894778>

Location: U1096, Laversdale from its junction with the U1095 to its junction with the U1098.

Alternative Route: U1095, A6071 and U1098 and a way for pedestrians and dismounted cyclists would be maintained at all times.

Should you have any queries in relation to this restriction please contact the Highways Hotline by calling 0300 373 3736 or via the [Cumberland Council website](#), quoting the reference TTROC/12334

LIST OF CORRESPONDENCE RECEIVED TO BE NOTED (Circulated to members by email)

CALC –

- Partnership Information
- Training bulletins
- Police reassurance leaflet
- CALC news May/June 2024
- 50th Anniversary of Cumbria Celebrations

OTHER CORRESPONDENCE -

- Cumberland Council e-newsletters
- Cumberland Council Planning Policy update
- Rural Services Network –latest bulletins
- Cumbria Police – July and August 2024
- Connecting Cumbria Newsletter – July 2024
- Project Collette Community Wind Farm Discussion (offshore wind farm off the Cumbrian Coast)
- Cumbria Police – Operation Enhance
- Local Nature Recovery Strategy Newsletter
- Cumbrian white-tailed eagle project

Signed.....

Date.....

IRTHINGTON PARISH COUNCIL
FORM OF TENDER
GRASS CUTTING 2024

NON COLLUSION TENDERING CERTIFICATE

The essence of selective tendering is that the client shall receive *bona fides* competitive tenders from all of those tendering.

I/We, the undersigned,

in recognition of this principle, **CERTIFY** that this is a *bona fide* tender, intended to be competitive, and that I/we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. I/We also certify that I/we have not done and I/we undertake that I/we will not do at any time before the hour and date specified for the return of this tender any of the following acts:-

1. communicate to any person other than the person calling for these tenders the amount or approximate amount of the proposed tender, except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain insurance premium quotations required for the preparation of the tender;
2. enter into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted;
3. offer or pay or give or agree to pay or give any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for the said work any act or thing of the sort described above.

(In this certificate, the word "person" includes any person and any body or association, corporate or unincorporated; and "any agreement or arrangement" includes any such transaction, formal or informal and whether legally binding or not.)

and **UNDERTAKE** to execute the whole of the work required to be done in connection with completion of the above works as described in the attached specification to the full and complete satisfaction of the Irthington Parish Council in the sum of

(in words)

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[(in figures) £] exclusive of VAT.

The date for possession will be:- 31st March 2024

The date for completion of the works will be:- 31st October 2024

This Form of Tender must be returned to the Clerk, Irthington Parish Council, Unit 2, The Old Brewery, Craw Hall, Brampton, CA8 1TR either in the envelope provided, or by email, not later than 10.00 a.m. on Wednesday, 1st November, 2023.

Signed

On behalf of

Dated

The period for the acceptance of this tender is three (3) **weeks** from the last day for its submission.

IRTHINGTON PARISH COUNCIL

FORM OF TENDER

GRASS CUTTING 2024

PLEASE INDICATE BELOW THE COSTS OF UNDERTAKING GRASS CUTTING WORKS AT THE LOCATIONS SPECIFIED FOR THE ENTIRE TENDER PERIOD:-

LOCATION	COST PER AREA PER CUT
Newtown Village Green - 12 cuts	
Laversdale Village Green - 12 cuts	
Black Gap - 12 cuts	
Irthington (area at parish notice board opp St. Kentigern Church and area known as Stanegate) - 12 cuts	
TOTAL COST FOR 12 CUTS FOR THE SEASON (This figure must agree with the figure entered overleaf)	

Members have requested a cost per cut rather than an overall cost in case of any disruption to the grass cutting due to the weather. A minimum of 8 cuts must be completed over the season.

The contractor must inform the Clerk either by email or telephone when each cut has been completed.

irthingtonpc@gmail.com or 016977 3382

IRTHINGTON PARISH COUNCIL

SPECIFICATION

GRASS CUTTING 2024

Description of the works:-

On twelve (12) occasions during the period April to October 2024 cut the grass and strim along edges and around any obstacles, e.g. trees, benches, bins or playground equipment, at the following locations:-

Newtown Village Green including the play area

Laversdale Village Green

Irthington - grassed area at parish notice board and area known as Stanegate. Please contact Councillor Ridley on 01228 573391 to clarify the area to be cut at Stanegate.

Description of the works:-

On twelve (12) occasions during the period April to October 2024 cut the grass, including the grass verge outside the railings, and strim along edges and around any obstacles, e.g. trees and benches, at the following location:-

Newtown, Black Gap

Please note that an area of 2 metres along the northern hedge and the bank of the pond should be left untouched to encourage wild life until mid to end of August when this should be cut and the grass removed.

CLERK'S REPORT

Members are **TO NOTE** the following matters

ONGOING - IRTHINGTON NOTICEBOARD – No response from previous contractor on repairs to the noticeboard. Other local contractors are being contacted for advice.

50th ANNIVERSARY OF CUMBRIA CELEBRATION – Danny Poland (Irthington in Bloom) has accepted the invitation and will attend along with Councillor Armstrong at the event to be held at Carlisle Cathedral , Friday 4th October 2024.

NALC COMMUNITY SAFETY STUDY – Completed and returned.

SCRIBEFEST – Clerk attended the all day free training/presentation from Scribe on 26th September 2024. Presentation slides and information will be available for circulation in due course.

CALC TRAINING – Clerk attended the Module 1 free training for Clerk's on 17th September 2024, 7pm via Teams. Module 2 is scheduled for 5th November.

ROAD CLOSURE –

U1094 Irthington - A temporary Road closure has been put in place to allow Fibrus to carry out utility works which are expected to commence 6th October 2024 and anticipated to take 5 days to complete.

Please see below details of the extents of the closure and alternative route, the relevant legal notice can be viewed at https://api-gb.one.network/downloads/tm/4586/5-day-urgent-cumberland_140078895_3785402_4f44ca0071.pdf and a location plan clearly showing these extents can be found on one.network via link <https://one.network/?tm=140078895>

Location: U1094, Irthington from a point approx. 600 metres North east of its junction with the A689, extending in a North westerly direction for a distance of approximately 1 km, as and when the appropriate traffic signs are displayed.

Alternative Route: There is no suitable alternative route available for vehicles and a way for pedestrians and dismounted cyclists will be maintained at all times

Should you have any queries in relation to this restriction please contact the Highways Hotline by calling 0300 373 3736 or via the [Cumberland Council website](#), quoting the reference TTROC/12461

LIST OF CORRESPONDENCE RECEIVED TO BE NOTED (Circulated to members by email)

CALC –

- Partnership Information
- Training sessions
- CALC News July/August 2024
- CALC Annual review
- Community Panels one year on
- CALC Board director vacancy
- Launch of new Cumbria People and Nature Network website
- CALC Annual General Meeting 12.10.24 – Agenda
- Message from the Lieutenancy of Cumbria
- Invitation to workshops for Cumbria Local Nature Recovery Strategy Mapping
- Planned event – 20th November 2024, 7pm via Teams
- Request for issues/events for discussion
- Community Panels Information
- NALC legal bulletin update

OTHER CORRESPONDENCE -

- Cumberland Council e-newsletters
- Cumberland Council Planning Policy update
- Rural Services Network –latest bulletins
- Cumbria Police Newsletter – September 2024
- ACT – Invitation to the Annual General Meeting, 18th October 2024 via Zoom
- Cumberland Council – Environment and Climate Newsletter