ARTHURET PARISH COUNCIL

You are summoned to a meeting of the **ARTHURET PARISH COUNCIL** that will be held in **THE COUNCIL OFFICES, ESK STREET, LONGTOWN,** on **MONDAY 2nd NOVEMBER 2026** at **7:00pm**

Nicola Rushworth – Parish Clerk
Council Rooms
9 Esk Street
Longtown
CA6 5PU
clerk@arthuretparishcouncil.gov.uk

28th OCTOBER 2026

Nicola Rushworth

AGENDA

1	**Apologies for Absence** To receive apologies and approve reasons for absence
2	**Declaration of Interest** To receive declarations by elected and co-opted members of interests in respect of items on this agenda
3	**Public Participation** To receive representation from members of the public on issues relating to items on this agenda. *Members of the public are permitted to speak for up to 15 minutes and are not permitted to speak at any other time during the meeting unless invited to do so by the Chair*
4	**Minutes** To authorise the Chair to sign, as a correct record, the minutes of the Full Council meeting held on the 5th October 2026
5	**Cumberland Councillor Report** To receive a report from Cumberland Councillor T Pickstone *(copy herewith)*
6	**To receive a report from representatives on other bodies (if applicable)** **6.1** Longtown Community Centre Board of Trustees – Cllr Sir JFS Graham **6.2** Allotment Committee – Cllrs M Gunson and C Adams **6.3** Village Veg and Bobbin Mill – Cllr E Jeffrey and Cllr J Jefferson *(copy herewith)* **6.4** Borderlands Project – Cllrs M Gunson and C Johanssen
7	**Applications for Community Pot Grants** **7.1** To receive further information from the Tour de Longtown Working Group pertaining to previous application for a £500 grant from the community pot **7.2** To receive a request from Longtown Primary School for £600 to purchase a Christmas treat for pupils *(copy herewith)*

	7.3 To receive a request from the Parish Council for £1,500 towards the Christmas Festivities **7.4** To receive a request from the Parish Council for £400 for Bobbin Mill Garden enhancements
8	**Councillor Training and Protocols – Clerk** **8.1** To receive and agree on a date and cost for the above training *(copy herewith)* **8.2** To receive and note a report on Councillor protocols *(copy herewith)*
9	**Office Hours over Christmas – Clerk and RFO** To receive a request to close the office for 2 weeks over Christmas as in previous years *(copy herewith)*
10	**General Office Hours – Clerk and RFO** To receive a request regarding the opening hours of the Council Offices and to note the Clerks implementation of having a private office *(copy herewith)*
11	**Festivities Working Group** To receive a request from the working group to purchase new figurines for the Christmas crib *(copy herewith)*
12	**Tour de France – Cllr P Milnes** To receive a report from Councillor P Milnes regarding the tour De France
13	**Tour de France Business Event – RFO** To receive information regarding this event
14	**Allotment T&Cs – Cllr M Gunson** To receive a request to update the Allotment T&Cs
15	**North Cumbria Parish Council Alliance** To receive a brief update from Council Representatives
16	**Reports** To receive a report from the Clerk detailing what has been worked on in October 2026 *(copy herewith)*
17	**Staff Meeting – Clerk/RFO** To arrange a Staffing Meeting with all Councillors to discuss the number of complaints being received
18	**Planning – Notification of Decision *(circulated prior to meeting)*** **App Ref:** **26/0462** **Proposal**: Replacement Of Existing Timber Frame Windows And Doors With UPVC Windows And Doors **Location**: 35 - 45 (odds) Albert Street & 28 - 50 (evens) Burn Street, Longtown, Carlisle **DECISION – GRANT PERMISSION**

19	**Public Bodies (Admission to Meetings) Act 1960** To consider resolving in terms of the Public Bodies (Admission to Meetings) Act 1960, that, in view of the confidential nature of the business to be transacted *(Tenders)*, it is advisable in the public interest that the public be temporarily excluded and that they be instructed to withdraw
20	**Tenders for 2027** To receive and agree to the received tenders for the 2027 season for: - • Grass Cutting • Tree Maintenance • Flower Bed and Hanging Baskets

Councillor Tim Pickstone
Councillor for Longtown Ward
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Report to Arthuret Parish Council – 2 November 2026

Councillor Tim Pickstone, Cumberland Councillor for Longtown Ward

Longtown Library Consultation

Cumberland Council has launched a consultation on the future locations of Brampton and Longtown libraries. The consultation started on 14 October and runs until 25 November. For Longtown, the Council is considering three broad options: keeping the library in its existing building, moving it to Longtown Family Hub, or co-locating it in Longtown Community Centre or another shared venue.

This is an important decision for the future of library provision in Longtown, and I encourage residents and the Parish Council to take part.

Tour de France 2027

The race organisers published the full routes for the 2027 Tour de France on 22 October. The Council is still developing detailed road closures and access arrangements, and expects to publish them in early 2027.

Cumberland Council has appointed a Residents and Business Engagement Co-ordinator. The first drop-in sessions for residents and businesses are in Carlisle:

- Assembly Rooms, Old Town Hall: Friday 13 November, 2pm to 6pm.
- Botcherby Community Centre: Wednesday 2 December, 11am to 3pm.

A community events guide for anyone interested in getting involved is available at www.cumberland.gov.uk/TourdeFrance. I will update the Parish Council as more details become available.

Road Safety and Speeding

I have continued to pursue residents' concerns about speeding, including on Moor Road, Carlisle Road and Brampton Road. The Council has agreed to undertake speed surveys on Carlisle and Brampton Roads and the Neighbourhood Policing Team has said it will try to carry out speed-gun monitoring on Moor Road in particular. I understand that the 30mph limit on Brampton Road is now being extended further out, paid for by the developer.

Highways

Highways have agreed to undertake pavement repairs on Netherby Road in front of the

two new cul-de-sacs.

Borderlands and Longtown Community Centre

Borderlands has agreed the first phase of the programme: £1.3 million of interior works at the Community Centre. The Council will appoint an external contractor to take forward final designs, contracts and building work during 2027. The Borderlands Town Team continues to work on the second phase, which covers improvements to the A7 corridor through Longtown.

Cumberland Local Plan – Call for Sites

The first consultation stage on the new Cumberland Local Plan closed on 23 October. Separately, the Council has extended the deadline for its Call for Sites to 30 November 2026. Residents, landowners, developers and others can put forward land they would like to see either developed for a particular use or protected in future. Eligible uses include housing, business, open space, community use, allotments and burial grounds.

Sites previously submitted to the former Carlisle City Council or Cumbria County Council must be submitted again. Sites submitted in the first Cumberland Call for Sites in 2025 do not need to be resubmitted. Details are at consult.cumberland.gov.uk/cumberland-local-plan-call-for-sites. The Parish Council may wish to consider whether there is land in Arthuret it would like to see protected, for example as green space.

North Cumberland Speed Limit Review

Cumberland Council extended the informal consultation on proposed speed limit changes across North Cumberland until 31 October 2026. Following feedback, the review expanded from 22 to 26 proposals. The Council will consider the responses before deciding which proposals move forward to the formal Traffic Regulation Order stage.

Weather Ready

Cumberland Council launched its refreshed Weather Ready campaign on 20 October. It covers winter health, flooding and emergency planning, travel disruption, cost-of-living support and support for vulnerable residents.

Please don’t hesitate to contact me if there are issues I can help with.

Village Veggers report 28.10.2026

The Halloween display is in place and we have had a very positive, appreciative response.

This display will be taken down asap after 31st October.

In its place will be the remembrance display, hopefully with the new metal cross that was bought for us by the Parish.

We have been offered a dumpy bag of soil. We will inform you when it arrives.

Elizabeth and Jackie

Bobbin Mill report. 28.10.2026

The third bench has eventually been fitted and it completes the appearance of the area.

Two small donated planters have been assembled and feet put onto the bottom of them to prevent rot if placed on the grass. Also, to prevent the grass from being ruined. These can be moved about, if necessary.

These were going to go alongside the metal cross, for a temporary remembrance however, sadly this was not to be.

We have applied for a grant to cover the reinstating of the flower beds and a circle of soil in the middle surrounding the oak tree. We will inform you if we are successful. If this is successful this will complete the Bobbin Mill Community Area which is now an asset to the Town.

Longtown Parent Support

Mary Street

Longtown

Cumbria

CA6 5UG

Charity Number 1194067

12th October 2026

Dear Longtown Parish Council

Longtown Primary School PTA are very grateful to Longtown Parish Council committee for their ongoing support. Previous support has been very valuable to the whole school community. Longtown Primary School continues to grow and has an excellent reputation, and the school is proud to play a vital role within the Longtown Community.

Every year Longtown Primary School provides a magical and memorable Christmas experience to every child. The highlight of this, is a visit from Father Christmas with a gift for every child. The gift is only made possible by the Parish Council.

Approximately 200 pupils are currently attending Longtown Primary School Therefore, we would like to request £600.00 to purchase a Christmas treat for every child.

Thank you again from all at Longtown School.

Yours sincerely

Longtown Parent Support Committee

Councillor Training – Clerk

CALC have been contacted regarding the above training for you all.
This is provided by Mark Kidd.
He can do any evening or Sunday – the course will be approximately 3 hours and be face to face in the Council meeting room.
The cost is £375 plus mileage

I would urge you to agree to a date when you are all available and I can get this booked.

Protocol for Councillors and Working Groups

Herewith are some points that Councillors and Working Groups need to adhere to.

The Council should be operating as a collective and not individually.
A Councillor cannot act alone; they have no legal power to make decisions or spend money.
A Councillor cannot direct or manage the Proper Officers (Clerk and RFO).

Grants

- If you have an idea for a grant, it must be submitted in writing with approximate idea of costs to the Council for approval before any application process starts
- The Council then approves/rejects the idea
- If approved, all applications for grants **must** be applied for by the RFO

Donations (monetary or physical objects)

- If a Councillor is offered any donation whether monetary or physical objects, it cannot be accepted without the Full Councils approval
- The Councillor should offer
    - Who is the donator
    - Reason for the donation
    - Value of the donation
- A Councillor cannot approach businesses or people asking for donations without prior consent from the Full Council

Projects

- If any Councillor has an idea for a project, it must be taken to the Full Council for approval (this includes a detailed map/plan of the area if applicable)
    - Detail of the project
    - Estimation of costs
- If approved, three quotes are to be obtained and taken to the Council for approval

November 2026

Office Hours over Christmas - Clerk

The Clerk and RFO would like to request that the office be closed for 2 weeks over the Christmas period.
This would be from 21 to 31 December 2026.
This has been approved in previous years.

Weekday Office Hours

The Clerk and RFO would like to request that the weekday Council Room opening hours be changed. With the hours being 12:30 until 2:00pm.

When we first took over the positions it was suggested that the Council Rooms are open to the public and Councillors for an hour and a half each day, However, this was not implemented due to not having any members of the public coming to the Council Rooms.

We now feel that this should be implemented.
This is due to us constantly having Councillors coming to the office at any time of day. We each work 12 hours per week from the office and are finding that a lot of time is taken up by Councillors. This is detrimental to our workload, and it is deemed that we are falling behind on tasks. We feel that overtime is not the answer and that if the Council Room was open to the public and Councillors for an hour and a half each day, we would be in better standing for concentrating on and completing our tasks.

Thank you for your consideration. Clerk and RFO

The Clerk will be implementing the following: -
Going forward the Clerk's and RFO's office will be private with all meetings being held in the meeting room.
The Office is the Proper Officer's working environment and as such should be deemed as a safe space.
It is unfortunate that the Clerk needs to implement this, however, due to issues that are arising on an ever-increasing basis, the Clerk feels that this is the only option available to protect the Proper Officers' safety, health and wellbeing.

The Clerk would also like to request that a video doorbell be purchased and installed. If this is accepted by the Council the Clerk will start to look at the best options.

November 2026

Festivities Work Group

New Figurines for the Crib

The working group would like to request the purchase of new figurines for the Christmas Crib. This is due to the old ones disintegrating.

I have found the below online. The tallest is 71cm and the crib is 80cm so will fit nicely. The cost for the 11-piece set is £399.00 with free delivery.



Festive Lunch – 5 December

The Clerk would like to have help this year with the setting up and laying out of the tables. Last year the Clerk and her husband did this on their own. This is too much for 2 people to do and would like some help from Councillors if possible.
Also, if help with the tidying away was also provided it would be greatly appreciated.
Thank you.

Clerks Report – October 2026

Correspondence from Parishioners and Councillors
Numerous emails & phone calls have been dealt with

Dealing / Dealt with….
Remembrance Day
Christmas Tree for the memorial island – being delivered 19 November
Christmas trees for the town centre have been ordered
Received Tenders and transferred to Exel for comparison for Council to approve
New litter bins and bench being installed 16 October
New 'Tommy' figure being installed 16 October
Interviews for Caretaker
Posters for Festive Lunch – this is now being advertised
Response to the 'Cumberland Local Plan Scoping Consultation' has been sent – 23 October
Application for 'VISA Let's Celebrate Towns' has been submitted online – 23 October

Health and Safety
Have eventually found time to go through the Beacon Fire recommendations and have ordered replacement fire detectors

Communications
Fawns Wood Footpath – Cllr P Milnes has been speaking with Gleesons regarding this issue and they have told him

- *'In relation to the joining footpath from the Fawns Wood development we are planning to commence the works on W/C 15-02-27. This is due to the road closure and highways would only allow it on this date.'*

The following documents have also been circulated: -
Cumberland Council - Cumberland Local Plan Scoping Consultation & Call for Sites
CALC - FW: Legal bulletin - 28 September 2026
CALC - Share Your Parish Election Engagement Success Stories with NALC
NALC - Chief executive's bulletin - 24 September 2026
CALC - Weekly Bulletin - 23 September 2026
CALC - Finance Training This Autumn – Places Available for Clerks and Councillors
NALC events
CALC - Carlisle North and East Rural Neighbourhood Policing Pledge meeting Wednesday 11 November 2026 at 6pm via Teams
NALC - Chief executive's bulletin - 17 September 2026
CALC - The Latest CALC News is Here!
Julie Minns MP Let's Celebrate Towns
CALC - Weekly Bulletin - 30 September 2026
NALC - Chief executive's bulletin - 1 October 2026
CALC - FW: CALC Partner Bulletin October 2026
CALC - RE: CALC AGM 10th October 2026
FW: Longtown Borderlands Town Team
CALC - FW: ACT Update Oct 2026
NALC events

Invitation to the on-line Environment Agency 'Meet The Regulator' Cumbria nuclear stakeholder meeting, Tuesday 17 November 2026 **** RSVP by Tuesday 10th November 2026****
CALC - Action Required: Security Industry Authority Survey on Preparing for Martyn's Law
CALC - NEW! CALC Autumn 2026 Training Programme - Book Your Place Today
NALC - meet NORA, your new AI-powered NALC assistant.
NALC - Chief executive's bulletin - 8 October 2026
FW: Planning Outreach Programme
Fwd: CUMBERLAND LOCAL PLAN
CALC - Help Promote Greentime17 – Encouraging 17 Minutes a Day in Nature
CALC - Save the Date – NALC Legal Update Session
CALC - Investing in Training: An Essential Budget Commitment for Local Councils
CALC - Help Shape Future CALC AGMs
CALC - FW: Letter re Election Costs
CALC - CALC Weekly Bulletin - 14 October 2027
NALC Annual Conference 2027: tickets now on sale
NALC events
Cumberland Council - Sign up for our Tour de France business event
NALC - Chief executive's bulletin - 22 October 2026
Cumberland Council - Tour de France update: 22.10.26

Planning Notices – x 0

Notification of Decision Planning Application – x1
(emailed to Councillors)