

CROSTHWAITE AND LYTH PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited to attend an Ordinary Meeting of Crosthwaite and Lyth Parish Council to be held on **Monday 03 June 2024 at 7.30pm in the Parish Room, Crosthwaite** for the purposes detailed in the following Agenda:

AGENDA

1. Apologies

To receive apologies with reasons for absence.

2. Minutes

To authorise the Chair to sign the Minutes of the meeting held on 13 May 2024 as a true record.

3. Declarations of Interest

To receive Declarations of Interest by Members in respect of items on the Agenda (*Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting*).

4. Requests for Dispensation

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.

5. Chair's Announcements

To receive any announcements from the Chair.

6. Public Participation

Members of the public will be given the opportunity to speak, ask questions or raise matters of interest regarding items on this Agenda.

7. Membership of the Parish Council:

To consider the promotion of the vacant seat on the Parish Council to eligible members of the wider community of Crosthwaite and Lyth (already advertised on the website).

8. Reports

- a) To receive any relevant matters from the Westmorland and Furness Councillor.
- b) To receive any relevant information from Cumbria Police: To consider an approach to Cumbria Constabulary for an increase in liaison with the Parish Council.

9. Planning

- a) To note that the following planning applications have been received from LDNPA and circulated to Members of the Council since the last meeting:
 - i) **7/2024/5259: High Foulshaw Farm, Levens LA8 8ET**. New building to house milking parlour and collecting yard. Forwarded 21/05/24. Reply by 11/06/2024
 - ii) **7/2024/8185: 6, Oak Fold Crosthwaite, LA8 8EZ**. Erection of garden shed. Forwarded 21/05/24. Reply by 17/06/2024
- b) To note any planning applications received and circulated to Members of the Council after publishing the Agenda – To be advised if applicable.
- c) To note responses submitted to LDNPA following consideration by the Parish Council:
 - i) **7/2024/5235: 1, Foulshaw Cottage, Levens LA8 8ET** - Variation of Condition 2 of planning approval 7/2016/5145 relating to various matters. **No Objection submitted 28/05/24..**
- d) To note decisions on the following planning applications since the last meeting:
 - i) 7/2024/5168: **Willow Beck, Crosthwaite, LA8 8HX**. Use of Annexe for self-catering holiday letting (retrospective). **Approved** with conditions 13/05/24
- e) To note any other Planning Matters:
 - i) To note any developments with alleged breaches of planning relating to various structures.
 - ii) Tarnside Farmhouse
 - iii) No. 4 Oak Fold

10. Highways and Footpaths

- a) To consider any highways matters not raised in the report from Westmorland & Furness Council
- b) To consider any footpaths / track matters.

11. Trees, Woods, Hedges & Grass

- a) Hedge cutting: To consider any requirements including the hedge at Oak Fold

12. Parish Land

- a) Letting of vacant Parish Land: Update on the advertisement for tenants of Parish land
- b) Noticeboard at the Old Post Office

13. **Neighbourhood Plan:** To receive an update on the current position.

14. Environmental Initiatives

- a) CLEAN: To receive an update on the request for a swift box to be added to the Parish Room and any other relevant updates.

15. **Local Infrastructure Issues:** Water Supply – To receive an update on liaison with United Utilities.

16. **Policies and Procedures:** To note and confirm the existing Standing Orders, Financial Regulations and Code of Conduct.

17. Finance:

- a) **Receipts:** To note there have been no receipts other than investment income since the last meeting
- b) To note any receipts since publishing the agenda
- c) **Payments:** To approve the following payments:
 - i. Npower – Parish Room electricity May 2024 – £ Not yet known
 - ii. M R Curry – salary and expenses May 2024 - £432.57
 - iii. HMRC – PAYE/NIC on above salary - £133.42
 - iv. Jean Airey – internal audit fee - £93.00
- d) To approve any payments due since publishing the agenda
- e) To receive and approve the annual Internal Audit Report for the year ended 31 March 2024
- f) To complete the Certificate of Exemption from a limited assurance review
- g) To approve and sign the Annual Governance Statement 2023/24 (Section 1 of the Annual Return)
- h) To approve and sign the Accounting Statements 2023/24 (Section 2 of the Annual Return)
- i) To confirm the dates of the period for the exercise of public rights
- j) To receive and approve the Risk Assessment 2024/25
- k) To note the bank balance at 31 May 2024 and authorise the Chair to counter-sign the bank statement.

18. Correspondence

To note any other correspondence received and not included as part of an item on this Agenda and decide on any necessary action.

- a) Updates from CALC and other Agencies previously circulated on various regional initiatives, training opportunities etc. including Wednesday Updates, Funding opportunities etc
- b) To consider specific items of correspondence received as referred to Councillors including:
25/05/24: Geraldine Wilson – Request to use the Parish Room on 01 July
- c) To note any correspondence received since publishing the Agenda

19. **To note any items 'For Information'** – *No decisions or action permitted*

20. **Councillor's issues to be Raised** – *No discussion to take place on these matters but will be placed on the next Agenda.*

Date of the Next Meeting – To confirm that the next meeting will be held on Monday 01 July 2024.

Martin Curry, Clerk to the Council

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29/05/2024