

CROSTHWAITE AND LYTH PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited to attend The Annual Parish Council Meeting of Crosthwaite and Lyth Parish Council to be held on **Monday 12 May 2025 at 7.30pm in the Parish Room, Crosthwaite** for the purposes detailed in the following Agenda:

Please note the following for information:

- By virtue of the Local Government Act 1972, it is a statutory requirement to hold an Annual Parish Council Meeting in May
- It is a statutory requirement that the first business of the Annual Parish Council Meeting shall be to elect a Councillor as Chair of the Parish Council.

AGENDA

- 1. Election of Chair:** To elect a Chair for 2025-26 and to receive a signed Declaration of Acceptance of Office.
- 2. Apologies:** To note any apologies received and the reasons for absence.
- 3. Minutes:** To authorise the Chair to sign the Minutes of the meeting held on 07 April 2025 as a true record.
- 4. 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*).
- 5. 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.
- 6. Election of Vice-Chair:** To elect a Vice-Chair for 2025-26 and to receive a signed Declaration of Acceptance of Office.
- 7. Meeting Dates 2025-26:** To confirm the dates of Parish Council meetings for 2025-26
- 8. Representation on Outside Bodies:** To consider appointments that might need to be made or confirmed.
- 9. Chair's Announcements:** To receive any announcements from the Chair.
- 10. 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.
- 11. Reports**
 - a) To receive reports from Councillors attending events / meetings not otherwise on the Agenda.
 - b) To receive a report on any relevant matters from the Westmorland and Furness Councillor.
 - c) To receive any relevant information from Cumbria Police
- 12. Planning**
 - a) To note that the following planning applications were received from LDNPA and circulated to Members of the Council since the last meeting:
 - i) No applications have been received since the last meeting
 - 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) **7/2025/5195: Long Green Cottage, Crosthwaite LA8 8HX** – Alterations and extension to existing building to create annex to the main building. No Objection and expression of support submitted 24/04/2025.
 - d) To note decisions on the following planning applications since the last meeting:
 - i) **7/2025/5177:** Land off Woodside Road, Crosthwaite – Erection of Agricultural Building (NOI Agric). No provision for consultation. Determined 22/04/2025.
 - e) To note any other Planning Matters:
 - i) **Enforcement Case E/2024/0236** at Starnthwaite: Update on representations to LDNPA.
 - ii) **Enforcement Case E/2024/0041**, 4 Oak Fold, Crosthwaite: Update on representations to LDNPA

13. Highways and Footpaths

- a) Highways: To consider any highways matters not raised in the report from Westmorland & Furness Council.
- b) Grass cutting and any other footpaths / track matters: To receive an update on an inspection of the hedge at Jubilee Wood

14. Trees, Woods, Hedges & Grass:

- a) Trees and Woods
 - i) To review actions required in respect of the grant from Community Tree and Hedgerow Planting Grant Scheme.
 - ii) ENWL cut-back of overhanging trees – Update report
- b) Hedges and Grass: To receive any updates on hedges and grass requirements

15. Parish Land

- a) Letting of vacant Parish Land: To receive an update on the current position.
- b) Parish Property: To confirm arrangements for the inspection of Parish land.
- c) To receive an update on the installation of wi-fi in the Parish Room.
- d) To receive an update on the provision of a generator and the Argles Memorial Hall.
- e) To receive an update on a request for filing space in Parish Room from the Landowners of Crosthwaite and Lyth.

16. Other Land: To note the auction of a field adjacent to Crosthwaite Bowling Green, Crosthwaite

17. Neighbourhood Plan: To receive an update on the current position including the outcomes of the informal consultation.

18. The Annual Parish Meeting: To review outcomes from the Annual Parish Meeting.

19. Environmental Initiatives

- a) To note any current environmental initiatives.

20. Finance:

- a) To note there have been the following receipts other than investment income since the last meeting:
 - i. Westmorland and Furness Council - Precept 2025/26: £13,795.00
 - ii. Rent received: £ 32.50
- b) To note any receipts since publishing the agenda: To be advised if applicable
- c) To note that the Npower payment for March 2025 is: £ 49.97
- d) To approve the following payments:
 - i. M R Curry – Salary and expenses April 2025: £ 447.57
 - ii. HMRC – PAYE and NIC on above salary: £ 118.85
 - iii. CALC - annual subscription 2025/26: £ 248.78
 - iv. Zurich Insurance - annual insurance premium to 31 May 2026: To be advised
- e) To approve any payments due since publishing the agenda
- f) To receive and note the receipts and payments account for the year ended 31 March 2025
- g) To review and confirm the sums insured under the insurance policy
- h) To receive and approve the Asset Register at 31 March 2025
- i) To note the bank balance at 30 April 2025 and authorise the Chair to counter-sign the bank statement.

21. Policies and Procedures: To receive an update on the preparation of the following policies:

- a) Sexual Harassment
- b) Bullying and Harassment
- c) Chair's Job Description

22. 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 any specific items of correspondence received (To be advised)
- c) To note any correspondence received since publishing the Agenda.

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

24. 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 the date of the next meeting of the Parish Council Meeting to be held on 02 June.

Martin Curry, Clerk to the Council

Tel: 07388-920410 Email: crosthwaiteandlyth.pc@hotmail.co.uk

Website: www.crosthwaiteandlythpc.co.uk

07 May 2025