

**Minutes of Crosthwaite and Lyth Parish Council Meeting**  
**held in the Parish Church on Tuesday 07 December 2021 at 7.30pm**  
(contact details for clerk [crosthwaiteandlyth.pc@hotmail.co.uk](mailto:crosthwaiteandlyth.pc@hotmail.co.uk) )

MEMBERS PRESENT

Cllr Mary Harkness (Chair), Cllr Angela Dobson (Vice Chair)  
Cllr Matthew Dobson (\*), Cllr Edward Sharp, Cllr Andrew Metcalfe, Cllr Robert Sykes (\*)

**Invited :**

Cllr Jim Bland - County Council Representative  
Cllr John Holmes - District Council Representative

3 members of the public present

**MINUTES**

**1. Apologies to be noted and accepted**

None

**2. Declaration of interest**

Cllr Angela Dobson a prejudicial interest in items 8a and b

Cllr Matthew Dobson a prejudicial interest in Items 8 a and b

Cllr Edward Sharp a personal interest in an Item under 8e, planning application for Gilpin Cottage

**3. Dispensations**

None

**4. Minutes of the previous meeting held on 02 and 10 November 2021**

It was **proposed** (RS prop, AD sec) that the minutes for 02 November are a true and accurate record of the meeting.

The Council **RESOLVED** to accept the proposal and the chair signed the minutes

It was **proposed** (AM prop, MD sec) that the minutes for 10 November as amended are a true and accurate record of the meeting.

The Council **RESOLVED** to accept the proposal and Cllr Sykes was asked to sign the minutes as he was Chair at that meeting.

- **Action** - the Clerk to post to the web site. **MF**

**5. Chairman's Announcements**

- Cllr Mary Harkness expressed concern for those in the Parish following Storm Arwen and thanked parishioners for helping to clear trees and look out for neighbours.

**6. Open Session**

- John Holmes raised comments he had received regarding the calling of a Parish Meeting when six or more residents ask for one. He is aware of more than six wanting a Parish Meeting to call for the reinstatement of the Neighbourhood Plan process and he is advising the Council accordingly.
- Simon Abbott raised points objecting to planning application 7/2021/5958 (Agenda Item 8d)in that it contravened Planning Policies 1, 2, 4, 5, 6, 7, 12, 16, 18, 19, 21 and 22. He urged the Council to object to this application.
- An email had been received from Pauline Yarwood objecting to Planning Application 7/2021/5958.

## 7. Reports

- a. County Councillors Jim Bland  
Initial work in clearing roads from fallen trees has been carried out but it will take a considerable time to complete the work, including various large ivy shrubs. Cllr Metcalfe raised the matter of a roadside drop on Moss side and asked for cones to be put there. Cllr Metcalfe also raised the matter of the bridge repair on Toll Road to which Cllr Bland confirmed that the design process is under way.
- b. SLDC Councillor John Holmes  
Cllr Holmes had circulated a report prior to the meeting which included matters relating to the **Unitary Council** to be known as Westmorland and Furness with details on the new web site <https://newcouncilsforcumbria.inf/default.asp> . **Safeguarding Local Heritage** app [www.southlakeland.gov.uk/LocalList](http://www.southlakeland.gov.uk/LocalList) . The Greening Campaign, Christmas Parking, the Cost of COVID, and the Capital Programme.  
At the recent Parish Councils and Highways meeting it was confirmed that proposals are being drawn up in readiness for funding the improvements to the A590, a total in the region of £130m. In the meantime cosmetic measures are being done to improve safety on the road.  
Currently there is no contract in place for the gritting of parish roads and the joint Parish agreement is in jeopardy.  
Cllr Sykes asked Cllr Holmes if he had any information on the complaints against councillors to which he responded that he had heard it was out for independent assessment.

- **Action** - the Clerk to add Gritting to the February agenda **MF/MR**

- c. Police  
None

## 8. Planning

- a. 7/2021/5956  
Location : Barn 3, Broad Oaks Farm, Crosthwaite  
Proposal : Continuation of the construction and conversion of Barn 3 to include minor alterations to doors and windows, removal of timber cladding, erection of detached garage and extension of curtilage (resubmission of 7/2019/5588)  
Councillors were disappointed that the barn had been demolished, now being a new build and having lost the character of a local barn, meaning that this is a new build and not a conversion.

It was **proposed** that the Council has no objection to the application but wishes to reiterate the request for this building to have a local occupancy clause attached.

The Council **RESOLVED** to accept the proposal

- b. 7/2021/5952  
Location : Barn 2, Broadoaks, Crosthwaite  
Proposal : Continuation of the construction of Barn 2 (resubmission of 7/2018/5295)  
Councillors were disappointed that the barn had been demolished, now being a new build and having lost the character of a local barn, meaning that this is a new build and not a conversion.

It was **proposed** that the Council has no objection to the application but wishes to reiterate the request for this building to have a local occupancy clause attached.

The Council **RESOLVED** to accept the proposal

c. 7/2021/5931

Location : High Cartmell Fold, Crosthwaite LA8 8HS

Proposal : Agricultural workers dwelling – agreement in principle application

Councillors have sympathy with Mrs Cartmell’s personal situation along with reinstating farm animals at Cartmell Fold. However Council feels that there is not sufficient evidence for the building to be for an agricultural worker or to justify building on a green field site.

It was **proposed** that the Council objects to this planning application on the grounds that it is a green field site and does not appear to be for an agricultural worker.

The Council **RESOLVED** to accept the proposal.

d. 7/2021/5958

Location : Field at Starnthwaite Road, Starnthwaite LA8 8HZ

Proposal : Change of use to campsite

All councillors feel strongly that this is not a suitable use for the land and as mentioned by Simon Abbot in Open Forum contravenes many of the LDNP Planning Policies. Also that there is no provision for drainage, toilets or staff, and the Council has genuine concerns about noise and light pollution.

It was **proposed** that the Council objects, in the strongest terms to this application and that the Clerk draws up a letter raising points discussed accordingly.

The Council **RESOLVED** to accept the proposal.

e. Other planning applications received

7/2021/5992

Location : Gilpin Cottage, Lyth LA8 8DQ

Proposal : Proposed building for storage

Most councillors were of the opinion that the proposed building is too large, dwarfing the residential property and detracting from the natural beauty of the Lyth Valley which is a main route into the Lakes for tourists.

It was **proposed** that the council objects to this application because it is too large and it detracts from the natural beauty of the Lyth Valley.

The Council **RESOLVED** to accept the proposal (3 in favour 1 abstain).

- **Action** - the Clerk to inform LDNPA accordingly

**MF**

## 9. Finance

a. Bank balance at	£ 17,618.95 Business account
	£ 11,340.63 Business Premium Account
b. To provide an up to date Cash Book and, Income and Expenditure account.	
c. Martin French (Wages)	£ 244.71 (33 hours)
d. HMR&C	£ 61.20 (PAYE)
e. Martin French (expenses)	£ 47.98 (printer ink, paper)
f. PCC of St Mary’s Church	£ 30.00 (10 Nov & 07 Dec)
g. Terra Firma	£ 8,736.00 (Walkway incl VAT)
h. NPower	£ awaiting invoice
i. CALC	£ 20.00 (Training)
j. Chris Smith	£ 168.00

- k. It is **proposed** that above payments are made, and receipts recorded

The Council **RESOLVED** to accept the proposal

- **Action** - the Clerk to pay and record accordingly **MF**

**10. To accept the resignation of Cllr Lisa Bibby**

The letter from Lisa Bibby had been circulated to councillors and Council accepted her resignation. The Clerk was asked to write a letter accepting her resignation with regret and thanking her for her input at Council meetings.

- **Action** - Clerk to write letter **MF**

**11. To consider the selection process for a new Councillor.**

It was **proposed** that the process is put on hold until the new Clerk is in post

The Council **RESOLVED** to accept the proposal

- **Action** - the Clerk to inform SLDC **MF**

**12. To consider and agree a budget for 2022/23**

- a. A draft budget has been circulated for consideration and it is **proposed** to accept, or amend and accept.

The budget was amended to show Clerk wages at £5700, Clerk expenses at £500, and Clerk Travel at £400. With these figures in place the revised budget was agreed showing a precept demand of £11,730 to which will be added the Election Cost of £700.57.

The Council **RESOLVED** to accept the budget in line with the above amendments.

**13. To agree a Precept Demand for 2022/23**

- a. It is **proposed** that the Precept Demand is £11,730 plus £700.57 (election cost) in line with the budget

The Council **RESOLVED** to accept the proposal

- **Action** - Clerk to complete Precept demand in January **MR**

**14. Emergency Planning**

Following the recent storm event it was **proposed** that the council forms a Sub Group to work with other groups in the Parish in working up a plan for any such future event.

The Council **RESOLVED** to accept the proposal with Cllr Angela Dobson, Cllr Mary Harkness, and Cllr Andrew Metcalfe volunteering to be members of that Group.

- **Action** - Group to be formed to look at Emergency Plan **AD/MH/AM**

**15. Walkway**

- a. To consider and agree details for Opening Ceremony for the new Walkway
- b. It is **proposed** that the Walkway is officially opened in February 2022 to include the planting of a Rowan Tree.

The Council **RESOLVED** to accept the proposal

- c. Signage and Tree planting  
It was agreed that Cllrs Harkness, A Dobson, and Metcalfe speak with Jim and Pam Bownass, and Chris Fletcher regarding these matters.

The Clerk confirmed that documents had been forwarded to Cllrs Harkness, A Dobson, and Metcalfe regarding the purchase.

The Council would like to record its thanks to Joel Crompton for his excellent work and also to thank Cllr Metcalfe for overseeing the project.

- **Action** - Group to arrange opening ceremony and tree planting **MH/AD/AM**

#### 16. Speed Restrictions and SIDs

- a. An update provided by the Clerk
- b. To consider action to restrict speed through the village
- c. To consider the '20s Plenty for Us' campaign.

Cllr Harkness asked for this item not to be discussed at this meeting but to be added to the February Agenda and councillors were in agreement.

- **Action** - to be added to the February agenda **MR**

#### 17. Email addresses for Councillors

- a. To consider and agree councillors to have a domain name based email address
- b. It is **proposed** that each councillors should have a dedicated email address linked to the Crosthwaite and Lyth Domain Name.

Cllr Harkness asked for this item not to be discussed at this meeting but to be added to the February Agenda and councillors were in agreement.

- **Action** - to be added to the February agenda **MR**

#### 18. Bel's Wood, Starnthwaite

- a. Information has been provided  
The Council has no objection to these plans.

- **Action** - Clerk to inform of decision **MF**

#### 19. Creation of new woodland at Duck Meadow and Trough

The Council has no objections in principle to these plans.

- **Action** - Clerk to inform of decision **MF**

#### 20. Overgrown hedges in Mill Lane

Cllr Metcalfe raised the matter of over grown hedges in the Parish and in particular one in Mill Lane.

It was **proposed** that a group of councillors look at hedging issues in the Parish and pass a record to Cumbria County Council.

The Council **RESOLVED** to accept the proposal with Cllr Sykes, Cllr Sharp, and Cllr Metcalfe taking up the matter.

- **Action** - Group to look and report on overgrown hedges **RS/AM/ES**

#### 21. Road Safety on A5074

Cllr Metcalfe raise the matter of a recent accident on the A5074 and asked if cones could be placed at the corner to warn oncoming drivers. Cllr Metcalfe agreed to speak with Cllr Jim Bland on the matter.

It was **agreed** that road safety on the A5074 should be added to the February agenda.

- **Action** - Clerk to add the item to the February agenda. **MR**

#### 22. Dark skies and decorative lighting

Cllr Angela Dobson spoke about outside lights in the Parish being left on all night, especially in prominent positions and feels that this is contrary to the Dark Skies initiative and in some cases 'not neighbourly'.

The Clerk was asked to include this matter in the December Newsletter.

- **Action** - Clerk to add to the Newsletter. **MF**

#### 23. Private Session of the Council

It is **proposed** that the following two items are considered in private

The Council **RESOLVED** to accept the above proposal and members of the public were asked to leave.

#### 24. To consider the recruitment of a Clerk

- a. To update Council on the recruitment process and the selection of a clerk

Cllr Harkness outlines the interview information from 06 December. At that meeting councillors were in agreement that the best candidate for the position was Mr Malcolm Richardson. Cllr Harkness confirmed that she had taken up references and was satisfied that Mr Richardson was suitable for the position.

It was **proposed** that the Council employs Mr Malcolm Richardson as Clerk and RFO to the Council with a start date of 01 January 2022, on up to a maximum of 30 hours per month (to be reviewed after 6 months), an hourly rate of level 19 as set out by the NALC salary structure, and a 6 month probationary period.

The Council **RESOLVED** to accept the proposal and asked that the Clerk pass a letter of appointment and a contract of employment to the Chair for signature.

- **Action** - the clerk to draw up a contract and write a letter of appointment. **MF**

#### 25. Communication to councillors

The Clerk made a statement to councillors regarding his observation on recent matters relating to pressure on individuals and the Council.

#### 26. Date of Next Meeting – Tuesday 01 February 2022 in the Parish Church starting at 7:30pm

..... Cllr Mary Harkness (Chair)

Dated:- 01 February 2022