

CROSTHWAITE AND LYTH PARISH COUNCIL

DRAFT Minutes of an Ordinary Meeting of the Parish Council

held on Monday 04 November 2024 at 7.30 p.m. in the Parish Room, Crosthwaite

Present: Cllrs A. Dobson, D. Atkinson, J. Perry, E. Sharp

In Attendance: Cllr. S. Bavin (Westmorland & Furness Co.), Martin Curry (Clerk) and Malcolm Richardson (Responsible Finance Officer - RFO).

101/24 Apologies: Apologies had been received from Cllrs. Harnby, and Young. Cllr. Cartmell's apologies were received subsequently.

102/24 Minutes of the meeting held on the 07 October 2024: Having been amended to correct Cllr. Cartmell's initial (from H to E), it was **Resolved** that the Minutes of the meeting held on 07 October 2024 be signed by the Chair as a correct record.

103/24 Declarations of Interest: No Declarations of Interest had been received.

104/24 Requests for Dispensation: No Requests for Dispensation had been submitted.

105/24 Chair's Announcements: To secure sufficient Councillor attendance, it was **Agreed** that the February meeting of the Parish Council would be moved from the 3rd to the 10th February 2025.

106/24 Public Participation: No issues were raised from the floor as no members of the public were present.

107/24 Reports:

a) Meetings Attended by Councillors: Cllr. Dobson reported that she had not been able to attend the CALC AGM on 12 October but had attended an on-line training session on 'Being a Good Employer' hosted by CALC on 16 October.

b) Westmorland & Furness Council (W&FC): Cllr. Bavin reported as follows:

- i) Bridge Closures: An online briefing session for Parish Councils had been held on 22 October followed by a public drop-in session in Brigsteer Village Hall on 23 October. The results of recent survey work are being scrutinised by external structural engineers to assess the possibility of either bridge being re-opened for weight restricted traffic. It is hoped these results will be available early in the new year.
- ii) A5074: Plans for signs, bollards and the repainting of white lines on the narrow section of the road should be in place within the month. Cllr. Bavin is supporting the idea that the road might be widened and he and Cllr. Sharp will consider whether there are any local solutions that might be suggested.
- iii) Broom Lane will be closed briefly for work by Northwest Electricity Ltd on 18 November.
- iv) The road at Hubbersty Head will be closed briefly for repairs in January.
- v) W&FC is working closely with Parish Councils on Highways and maintenance matters including a review of existing Local Agreements and consulting on its plans for responses to winter conditions.
- vi) Councillors noted yet another accident on the A590 that day and Cllr. Bavin confirmed that a meeting of the A590 Working Group is to be held on 22 November when the need for safety improvements will be once again highlighted to Highways England.
- vii) The bid for funding support of £500 from Cllr. Bavin's Member Budget towards the cost of a new noticeboard has been approved.
- viii) Draft proposals for changes to Ward boundaries do not appear to suggest amendments to local boundaries or representation.

c) Police: The Clerk reported that there was nothing in recent Police Focus Newsletters of direct relevance.

108/24 Planning

a) Planning Applications Received: Councillors noted that the following planning applications had been received from LDNPA and circulated to Councillors since the last meeting:

- i) **7/2024/5570: Tarnside Farm, Crosthwaite, LA8 8BU** – Storage Barn: Notice of Intention (Agricultural Q6g). It was noted that there is no provision for consultation on this application.

b) Planning Applications Received since publishing the Agenda: Councillors noted that no planning applications had been received and circulated since publication of the Agenda.

c) Responses submitted to LDNPA: It was reported that no responses had been submitted to LDNPA following consideration by the Parish Council since the date of the last meeting.

d) Decisions Notified Since the Last Meeting: The following decisions made since the last meeting were noted:

- i) **7/2024/5444: 6, Oak Fold, Crosthwaite LA8 8EZ** – Erection of 2-storey extension to the side of the building. No Objection submitted 27/09/2024. **ACON: 08/10/2024**
- ii) **7/2024/5077: Greenacre Cottage, Howe Lane, Lyth, LA8 8DF** – Extension of lean-to to form larger utility room, WC etc. No Objection submitted 13/09/2024. **ACON 17/10/2024**
- iii) **7/2024/5466: Part of field located south of St Mary’s Green, Crosthwaite LA8 8HU** – S.73 application to amend or delete condition: Variation of Condition 3 (occupancy) relating to 7/2021/5565. **Outline permission granted – 18/10/2024.**
- e) **Other Planning Matters:** Councillors noted the following:
 - i) Schedule of Developments with Queries on Planning Consent: There were no new updates reported
 - ii) 4, Oak Fold: The Clerk was asked to make a direct request to LDNPA for an update on the position previously reported to it.
 - iii) Clarification will be sought on the extent of local occupancy provisions as applied by LDNPA.

109/24 Highways and Footpaths

- a) **To consider any highways matters not raised in the report from Cllr. Bavin:** Councillors considered a representation about the parking of large trailers on the A5074 lay-by near Gilpin Bridge. It was acknowledged that there are several reasons why this might be taking place but also that there are safety concerns. It was **Agreed** to submit a request via HIAMS that Highways should consider this development in the context of safety and overnight parking.
- b) **Naming of Local Roads:** Cllr. Bavin confirmed that the road known as Moss Lane will now formerly be designated as Moss Lane.
- d) **Grass cutting, Footpaths and Tracks Matters:** The Chair referenced the notes prepared by ex-Councillor Harkness and it was confirmed that grass cutting had been completed on each of the sections highlighted. It was also confirmed that there were no outstanding issues with public footpaths. It was **Agreed** to ask Chris Smith to confirm what work he had attended to.

110/24 Trees, Woods and Hedges: The following matters were noted:

- a) **Hedge Cutting:** As far as the Council is aware, all hedge cutting has been completed.
- b) **Oak Fold Hedge:** Cllr. Perry confirmed that the hedge had not yet been cut-back by Castles and Coasts and it had grown even further over the footpath. The Clerk undertook to remind them of the need for this work to be done.
- c) **Oak Tree opposite Oak Fold:** The landowner has been in touch to say that work on the tree will take place in the near future. The Clerk confirmed that he had mentioned to him the advisability of contacting appropriate agencies with regard to tis work.

111/24 Parish Land

- a) **Letting of Vacant Parish Land:** A new advert for a tenant for Hubbersty Head had been included in the latest edition of Two Vally News. There were no responses so far.
- b) **Parish Property:** The Clerk reported on continued progress with the addition of parish land to Parish Online. It was highlighted that the name of the Proprietor needed changing at HM Land Registry for each property.
- c) **Noticeboard at the Old Post Office:** The RFO confirmed that the order had been placed and it was agreed that the board would be delivered to the Chair’s house when ready.

112/24 Neighbourhood Plan: The Clerk reported that an application for grant funding to Locality had been approved. He had sent the comments on Draft 5 raised by the Working Group to Louise Kirkup and was awaiting her response and advice on next steps.

113/24 Environmental Initiatives:

- a) **Community Orchard:** The Clerk reported that the Coronation Community Orchard Fund had confirmed that grant funding is no longer available. It was **Agreed** to explore other possible sources of funding.
- b) **CLEAN:** The Clerk has sent on details of local environmental initiatives including an update on the LNRS as appropriate. The Chair reported that CLEAN had organised a plants and seed exchange and are doing a toy and preloved clothing swap on 16 November.

114/24 Finance: The RFO reported as follows:

- a) Receipts: Councillors noted the following receipts (other than investment income) received since the last meeting:
 - i. Rents: £ 118.00
 The RFO reported that 3 rents remain outstanding and will be chased.
- b) No receipts had been received since publishing the Agenda.
- c) Payments:
 - i) To note that the Npower payment for September 2024 is: £ 27.94

- ii) Councillors noted that agreement has been reached on the Local Government Services rates of pay applicable from 01 April 2024. The increase applicable to the Clerk and the RFO is £0.62p per hour. The backdated increase has been included in the Clerk's pay below. The RFO also drew attention to the increase in Employers National Insurance contributions as announced in the recent Budget Statement. He will advise on the impact of this.
- iii) The following payments were **Approved**:
 - a. M R Curry – salary and expenses October 2024: £ 545.12
 - b. HMRC – PAYE on the above salary: £ 126.00
- d) Councillors **Approved** the following payment notified since publishing the Agenda:
 - a. CALC: Training course – Being a Good Employer £ 20.00
 - b. It was noted that CALC had provided an indicative subscription figure of £245.87 for the financial year 2025-26 and this will be built into the budget.
- e) The bank balance of £21,092.01 at 31 October 2024 was noted and the Chair was authorised to counter-sign the bank statement.

115/24 Correspondence:

- a) **Updates from CALC and other Agencies:** Councillors noted that these had been circulated as appropriate.
- b) **Specific items of correspondence:** No specific items of correspondence other than those raised in the course of the meeting, were reported.
- c) **Correspondence received since publishing the Agenda:** No additional correspondence had been received since publishing the Agenda.

116/24 Items 'for Information'

- a) The Chair reported on her recent attendance on the on-line CALC training course – 'Being a Good Employer.' A number of useful points had been raised including the advisability of reviewing the policies in place and determining whether any additional ones were required. It was **Agreed** that the Chair and Vice-Chair will conduct the annual staff appraisals at the next meeting. (That for the RFO to be held immediately before the meeting and that for the Clerk immediately after).
- b) It was noted that should a request for grant be submitted by the Crosthwaite and Lyth Recreation Field Trust, it would need to conform to the protocols agreed and applied in the previous year.

117/24 Councillors' Issues to be Raised: The following items were agreed for inclusion on the next Agenda:
To consider the installation of wi-fi in the Parish Room, possibly via B4RN to support its use as a warm hub.

Next meeting date: The next meeting of the Parish Council will be held on Monday 02 December 2024

The meeting finished at 9.02 p.m.

Signed as a correct record:

Date: