

## CROSTHWAITE AND LYTH PARISH COUNCIL

### Minutes of an Ordinary Meeting of the Parish Council

held on Monday 02 December 2024 at 7.30 p.m. in the Parish Room, Crosthwaite

**Present:** Cllrs A. Dobson (Chair), D. Atkinson, E. Cartmell, J. Perry, E. Sharp, H. Young.

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

**118/24 Apologies:** Apologies had been received from Cllrs. Harnby and PCSO. J. Park

**119/24 Minutes of the meeting held on the 04 November 2024:** It was **Resolved** that the Minutes of the meeting held on 04 November 2024 be signed by the Chair as a correct record.

**120/24 Declarations of Interest:** No Declarations of Interest had been received.

**121/24 Requests for Dispensation:** No Requests for Dispensation had been submitted.

**122/24 Chair's Announcements:** The Chair reported that she will be attending a training course on Bullying and Harassment to be organised by CALC on 11 December.

**123/24 Public Participation:** No issues were raised from the floor as no members of the public were present.

#### 124/24 Reports:

**a) Meetings Attended by Councillors:** There had been no meetings attended by Councillors.

**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 19 November followed by publication of the November Newsletter which is on the Parish Council website. Analysis of recent survey work by external structural engineers continues and there is some hope that a decision on whether the bridges can be re-opened to weight restricted traffic might be made in the next few weeks.
- ii) Road closure for re-surfacing at St. Mary's, Crosthwaite: This is likely to be a relatively long closure and will be inconvenient for local residents. Cllr Bavin has asked for more details of plans for managing the closure to enable limited access for those who need it.
- iii) The road at Hubbersty Head will be closed for up to 5 days from 25 January.
- iv) A meeting of the A590 Working Group was held on 22 November when it was confirmed that new speed enforcement and signage (including at Gilpin Bridge) are to be introduced. More significant work is not programmed for the moment and Cllr. Bavin will write to the new Secretary of State for Transport to draw her attention to the importance of improvement upgrades on this stretch of road.
- v) It was noted that following local liaison, Taylors Fairground trailers are no longer being parked on the A5074 lay-by near to the Gilpin Bridge.
- vi) W&FC is working on harmonising the waste collection service as inherited from the pre-existing District Councils. This review is in its early stages and Cllr Bavin encouraged all to complete W&FC's on-line survey. Cllr. Cartmell drew attention to the extremely poor state of the re-cycling facilities in Kendal and wider issues associated with collection in rural areas which might be helped if smaller vans were used. Cllr. Bavin noted these observations and will feed through to the Council.
- vii) The funding support of £500 grant towards the new noticeboard from Cllr. Bavin's Member Budget should be with the Parish Council soon.
- viii) Moss Side Lane now shows as such on Google Street Maps.
- ix) The RFO referred to recent communication from W&FC advising that Councils will not be recharged for the former District Council owned footway lighting. This raises the question of how parishioners are going to be recompensed for their W&F Council Tax charge including those costs which have not been recharged to the parishes which have street lighting. He has raised this direct with the Assistant Director of Finance and awaits a response. Cllr. Bavin observed that this is another example of the ongoing programme of harmonisation within W&FC but will also follow up on this query.

**c) Police:** The Clerk reported that PCSO Park had notified that she was unable to attend, but had advised by email that she had reviewed the incident logs from September 1<sup>st</sup> and that there was nothing to report. She does have some Selecta DNA to give out to any local farmers who could use the supply.

#### 125/24 Planning

**a) Planning Applications Received:** It was noted that no planning applications had been received from LDNPA and circulated to Councillors since the last meeting.

- b) **Planning Applications Received and circulated since publication of the Agenda:** It was noted that no planning applications had been received from LDNPA and circulated to Councillors since publication of the Agenda.
- c) **Responses submitted to LDNPA following consideration by the Parish Council:** It was noted that no responses had been submitted since the date of the last meeting.
- d) **Planning Decisions:** Councillors noted decisions advised by LDNPA on the following planning applications:
  - i) **7/2024/5570: Tarnside Farm, Crosthwaite, LA8 8BU** – Storage Barn: Notice of Intention (Agricultural Q6g - no provision for consultation). It was assumed that this is approved.
- e) **To note any other Planning Matters:**
  - i) Councillors noted that there were no new additions to the Schedule of Developments. Updates on current outstanding issues had been requested.
  - ii) 4, Oak Fold, Crosthwaite: A request for an update had been submitted to LDNPA via the enforcement portal.

#### 126/24 Highways and Footpaths

- a) **To consider any highways matters not raised in the report from Cllr. Bavin:** No additional highways matters were raised.
- b) **Grass cutting, Footpaths and Tracks Matters:** Cllr. Perry confirmed that all footpaths had been attended to and were passable.

#### 127/24 Trees, Woods and Hedges: The following matters were noted:

- a) **Hedge Cutting:** It was believed that all hedges have been attended to.
- b) **Oak Fold Hedge:** Cllr. Perry confirmed that the hedge at Oak Fold had been cut-back recently by Castles and Coasts.
- c) **Oak Tree opposite Oak Fold:** The owner has made arrangements for work to the oak tree but is leaving it to his arboriculturist to determine the extent of work required.

#### 128/24 Parish Land

- a) **Letting of Vacant Parish Land:** A new advert for a tenant for Hubbersty Head had been included in recent editions of Two Valley News. There have been no responses so far. There was a query about whether there might be a small amount of asbestos waste on-site and it was **Agreed** to get this checked out.
- b) **Parish Property:** The Clerk reported on continued progress with the addition of parish land to Parish Online. Photos, leases and changes to HMLR documentation are required. The Clerk recommended that a Parish Council inspection of its property would be desirable, and it was **Agreed** to include discussion on this at the February meeting. It was noted that three rents remained outstanding and the Clerk and RFO will issue reminders as appropriate.
- c) **Noticeboard at the Old Post Office:** The RFO confirmed that preparation and delivery of the new noticeboard was in hand. He will advise the Chair when the delivery date is confirmed by the suppliers.
- d) **Wi-Fi in the Parish Room** – It was **Agreed** to place this on the February Agenda for discussion.

**129/24 Neighbourhood Plan:** The Clerk reported that Louise Kirkup had prepared a draft Version 6 incorporating the most recent Parish Council amendments. It was **Agreed** to hold a meeting in mid-December to review her comments.

#### 130/24 Environmental Initiatives:

- a) **Community Orchard:** Following the closure of the Coronation Community Orchard Fund, the Parish Council will continue to seek sources of grant funding for the establishment of a Community Orchard.
- b) **Other Environmental Initiatives:** Councillors had noted the circulation of various updates in environmental initiatives by CALC and W&FC. The Chair reported that CLEAN had held a successful fund-raising event including a toy and preloved clothing event on 16 November which had raised £500 to be divided equally between the Church and the School.

#### 131/24 Finance: The RFO reported as follows:

- a) **Receipts:** Councillors noted the following receipt (other than investment income) since the last meeting:
 

Westmorland & Furness Council – locality grant (Noticeboard):	£ 500.00
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- b) **Payments received since publishing the Agenda:** Councillors noted that the Neighbourhood Plan Grant from Groundworks UK had been received since publishing the Agenda:
 

Grant from Groundworks UK	£ 9,340.00
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- c) **Payments:** Councillors noted the following direct debit payments:
 

i. Npower for October 2024:	£ 43.00
ii. Information Commissioners Office – Annual Data Protection fee:	£ 35.00
- d) The following payments were **Approved:**

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| i.   | M R Curry – Salary and Expenses November 2024:<br>(a correction from the figure of £ 443.47 as stated on the Agenda) | £ 443.77 |
| ii.  | HMRC – PAYE on above salary:   | £ 103.80 |
| iii. | CALC – Training: New Chair and Finance for Councillors:  | £ 72.00  |
- e) **Payments falling due since publishing the Agenda:** Councillors noted that no further payments had fallen due since publishing the Agenda.
- f) **Internal Auditor:** Councillors **Approved** the RFO's recommendation that Jean Airey be appointed as Internal Auditor for 2024/25.
- g) **Receipts and Payments for the half-year to 30 September 2024 and Bank Reconciliation:** The RFO presented the half-yearly figures based on his record of all transactions (receipts and payments) together with a bank reconciliation for the period. Councillors thanked the RFO for the figures which were **Approved**.
- h) **Half-year budget comparison 2024/25:** The RFO circulated the half-year budget comparison for 2024/25 on which he raised no matters of concern. He drew attention to two unbudgeted items being:
- i) Projected spend on the Neighbourhood Plan (£9,340.00 – offset by grant received)
  - ii) The item on Parish Projects anticipating a net spend of £1,350 (new noticeboard - approved in year).
- Otherwise there were no other matters of exception.  
Councillors were pleased to note the performance to the half-year and the figures were **Approved**.
- i) **Draft budget 2025/26:** The RFO presented a draft budget for consideration. The net effect of this was a small increase in the precept to £12,795. However, an increase in the parish taxbase resulted in this giving a Band D reduction compared to last year. It was therefore proposed that Parish Projects of £1,000 be included in the budget and this was passed by a majority vote. The precept request would therefore be £13,795 which is a 0.5% Band D increase. The Budget for 2025/26 was **Approved**.
- j) **Precept 2025/26:** Councillors **Authorised** the Clerk or RFO to request the precept based on the 2025/26 budget as approved,
- k) **Bank balance at 30 November 2024:** Councillors noted the bank balance of £30,302.98 at 30 November 2024 and **Authorised** the Chair to counter-sign the bank statement.

#### 132/24 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 during the meeting, were reported.
- c) **Correspondence received since publishing the Agenda:** No additional correspondence had been received since publishing the Agenda.

#### 133/24 Items 'for Information'

- a) It was noted that the Chair and Vice-Chair were conducting the annual staff appraisals in connection with this meeting.

#### 134/24 Councillors' Issues to be Raised:

- The following items were agreed for inclusion on the next Agenda:
- a) To consider the installation of wi-fi in the Parish Room, possibly via B4RN to support its use as a warm hub.
  - b) An inspection of Parish land

**Next meeting date:** It was **Agreed** that in a change from the normal routine, the next meeting of the Parish Council will be held on **Monday 10 February 2026**

The meeting finished at 8.39 p.m. p.m.

**Signed as a correct record:**

**Date:**