

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 13 May 2024 at 7.30pm in the Parish Room, Crosthwaite** for the purposes detailed in the following Agenda:

Please note the following for information:

- It is a statutory requirement to hold an Annual Parish Council Meeting in May, and in an election year this must be held within 14 days after the date of that election. Elections were held on 02 May 2024.
- It is a statutory requirement that the first business of the Annual Parish Council Meeting must be to elect a Councillor as Chair of the Parish Council.
- At a meeting after an election, the retiring Chair will preside initially (or, if absent, another Councillor shall do so).
- The Councillor elected as Chair must sign a Declaration of Acceptance of Office form *before* taking the Chair.
- Where vacancies exist on the Parish Council after an election, the new Parish Council may co-opt without notice – the election process being deemed to have been notice to anyone wishing to stand.

AGENDA

1. Election of Chair

To elect a Chair for 2024-25 and to receive a signed a Declaration of Acceptance of Office.

2. Apologies

To receive apologies with reasons for absence.

3. Minutes

To authorise the Chair to sign the Minutes of the meeting held on 15 April 2024 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. Chair's Announcements

To receive any announcements from the Chair, including the results of the Elections held on 02 May 2024 and to note letters of thanks from Councillors who stood down at that election.

7. Election of Vice-Chair

To elect a Vice-Chair for 2024-25 and to receive a signed Declaration of Acceptance of Office.

8. Co-option to Vacancies on the Parish Council

To consider the co-option of eligible Parishioners as member(s) of the Parish Council.

9. Meeting Dates 2024-25: To confirm the dates of Parish Council Meetings for 2024-25.

10. Representation on outside bodies: To consider appointments that might need to be made or confirmed.

11. 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.

12. Reports

- a) To receive any relevant matters from the Westmorland and Furness Councillor.
- b) To receive any relevant information from Cumbria Police.

13. 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) **7/2024/5208: Field near Fell Edge, Crosthwaite, LA8 8BW** – Proposed storage shed. Prior approval not required – no provision for consultation. Circulated for information only on 23/04/24. Approved 24/04/24
 - ii) **7/2024/5235: 1, Foulshaw Cottage, Levens LA8 8ET** - Variation of Condition 2 of planning approval 7/2016/5145 relating to: 1: Internal layout. 2: New stone-faced porch. 3: Design, scale, appearance of the new building. 4: Internal layout including a room in roof. 5: New stone-faced entrance porch. Circulated 08/05/2024. Deadline for comment 29/05/2024.
- 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) **7/2024/5054: St Mary's Green, Crosthwaite, LA8 8HU** – 2 Dwellings and footpath (Reserved Matters). Reserved matters relating to application No. 7/2021/5565. Original objection from PC but approved. Comment submitted reiterating original concerns.
- ii) **7/2024/5168: Willow Beck, Crosthwaite, LA8 8HX** - Use of Annexe for self-catering holiday letting. Deadline for comment 01/05/2024. No objection submitted but concerns raised about precedent and synchronisation of consultation periods.
- d) To note decisions on the following planning applications since the last meeting:
 - i) **7/2023/5817: Land west of Oak Fold and north of Totter Bank**: Erection of three dwellings etc – Objection submitted 07/03/2024. **Approved** with conditions 02/05/2024 (Committee).
- e) To note any other Planning Matters:
 - i) To note updates from Enforcement on alleged breaches of planning relating to various structures.
 - ii) To consider a representation about shed(s) at Tarnside Farm
 - iii) To consider a representation about No. 4, Oak Fold, Crosthwaite
 - iv) To note an item to go in the Parish Magazine about securing planning advice for proposed developments.

14. Highways and Footpaths

- a) To consider any highways matters not otherwise dealt with in Cllr. Bavin's Report:
- b) To consider any footpaths / track matters.

15. Trees, Woods, Hedges & Grass

- a) To note seasonal hedge cutting and maintenance work required, including the hedge at Oak Fold
- b) To consider updates with regards to the oak tree with ivy opposite Oak Fold

16. Parish Land

- a) Noticeboard at the Old Post Office
- b) Letting of vacant Parish Land: Update on the leasing of Parish land
- c) Other land related matters: Progress with Parish On-line and Property Schedules

17. Neighbourhood Plan: To receive an update on next steps.

18. Annual Parish Meeting: To consider any actions arising from the Annual Parish Meeting held on 22 April 2024.

19. Environmental Initiatives

- a) CLEAN: To receive an update on the request for a swift box to be added to the Parish Room

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

21. Finance:

- a) To note the following receipts (other than investment income) since the last meeting:
 - i. Westmorland & Furness Council – Precept 2024/25 £12,316.44
 - ii. Westmorland & Furness Council – Support grant 2024/25 £ 238.56
- b) To note any receipts since publishing the agenda
- c) To approve the following payments:
 - i. Npower – Parish Room electricity April 2024 £ Not yet known
 - ii. M R Curry – salary and expenses April 2024 £ 432.57
 - iii. HMRC – PAYE on above salary £ 100.00
 - iv. Zurich Insurance – Annual insurance to 31 May 2025 £ 523.68
- d) To approve any payments due since publishing the agenda
- e) To note that sums insured under the insurance policy were reviewed and confirmed.
- f) To receive and approve the Asset Register at 31 March 2024
- g) To note the bank balance at 30 April 2024 and authorise the Chair to counter-sign the bank statement

22. Correspondence

To note any other correspondence received and not included as 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 for information.
- c) To note any correspondence received since publishing the Agenda.

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

24. Councillors issues to be Raised – No discussion to take place but items will be placed on the next Agenda.

Date of the Next Meeting – To confirm that the next meeting will be held on Monday 03 June 2024.

Martin Curry, Clerk. Tel: 07388-920410. Email: crosthwaiteandlyth.pc@hotmail.co.uk. Issued: 08 May 2024