

CROSTHWAITE AND LYTH PARISH COUNCIL

DRAFT Minutes of an Ordinary Meeting of the Parish Council

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

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

In Attendance: Cllr. S. Bavin (Westmorland & Furness Co.), Martin Curry (Clerk), Malcolm Richardson (Responsible Finance Officer [RFO]) and 2 members of the public.

66/24 Apologies: Cllr. G. Harnby: written apologies submitted - away.

67/24 Minutes of the meeting held on the 01 July 2024: Adoption of the Minutes of the meeting held on 01 July, having been circulated, was proposed by Cllr. Young, seconded by Cllr. Sharp and it was **Resolved** that they be signed by the Chair as a correct record.

68/24 Declarations of Interest:

Councillors noted the following Declarations of Interest:

- a) Cllr. J. Perry in respect of Planning Application 7/2024/5444: 2 storey side extension at 6, Oak Fold, Crosthwaite

69/24 Requests for Dispensation: No Requests for Dispensation had been submitted.

70/24 Chair's Announcements: The Chair highlighted several items which would receive consideration later in the Agenda.

71/24 Public Participation:

- a) Sophie Knowles briefly explained why an application for a side extension to 6 Oak Fold (7/2024/5444) had been submitted and asked the Parish Council for its sympathetic consideration.

72/24 Membership of the Parish Council: The Clerk reported that by the advertised deadline date of 31 August, one expression of interest in becoming a Parish Councillor via co-option had been received. This was from Elizabeth Cartmell who had submitted her CV and is an eligible parishioner. The Chair asked if Members wished to approve her co-option. Cllr. Young proposed the co-option which was seconded by Cllr. Atkinson and agreed unanimously. It was **Resolved** to co-opt Elizabeth Cartmell as a Member of Crosthwaite Parish Council.

73/24 Reports:

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

- i) **Bridge Closures:** Cllr. Bavin reported that the results of a peer review of the original recommendation to close the bridges because of potential structural weakness had been received. This had confirmed that closure had been the right course of action and that they should not be re-opened until the results of further investigations had been received. These investigations are ongoing. In the meantime, W&FC is preparing options for possible interim solutions which could be ready by the end of September. Improvements to the current diversion routes are in hand, but W&FC is aware of the economic impacts of the current situation and is looking to implement access solutions as soon as possible. In the meantime, its Economic Development Unit is liaising with businesses affected. Monthly update meetings for Parish Councils have been scheduled via Teams, with the next due on 18 September. A Newsletter is also being produced as an update for the wider community following each of the Teams meetings.
- ii) **On other highways and path matters,** Cllr. Bavin confirmed as follows:
 - a. Repairs to a section of the A592 near Broom Lane will be deferred for the time being so as not to further disrupt transport in the local community.
 - b. Culvert at Starthwaite: There is now a date of week commencing 07 October for the commencement of this work. Road closure has been scheduled for 3 weeks, though it is expected that the work will be completed within that time.
 - c. Mill Lane Bridge – The work has now been completed and the bridge re-opened.
 - d. Cockmoss path: Cllr. Bavin has asked LDNPA to attend to the path between the Lyth Valley Hotel and Moss side Farm (Cockmoss Bridge).
 - e. Hedge and verge cutting – W&FC has a work programme to attend to roadside hedges and verges that require cutting. Cllr. Bavin will check Oak Lane to confirm if work is required.
- iii) **On other matters,** Cllr. Bavin asked Councillors to note:
 - a. The availability of grants to support the transport costs of young people attending local colleges
 - b. A consultation by the Police and Crime Commissioner to assist in the setting of priorities for the next 4 years

- c. Boundary Commission Review of Ward Boundaries in the Westmorland and Furness Council area: A consultation has been launched inviting proposals for new council wards and ward boundaries. This is to last until 04 November and may be found at <https://www.lgbce.org.uk/all-reviews/westmorland-and-furness>. There is to be an on-line briefing session via Teams on 11 September.
 - d. Cllr. Bavin has offered a £500 grant from his Member's budget towards a new Noticeboard subject to the submission of an application. Members expressed their gratitude for this contribution. It was noted that the growth of ivy over the noticeboard at the Old Post Office was not a W&FC issue and the Parish Council will arrange for removal.
- b) Police:** The Clerk reported that there was nothing in recent Police Focus Newsletters of direct relevance to Crosthwaite and Lyth. He has not yet had a response from the Police and Crime Commissioner to his request as to whether police presence at Parish Council meeting could be reinstated.

74/24 Planning

- a) Councillors noted that no planning applications had been received from LDNPA since the last meeting.
- b) Councillors noted that the following applications had been received and circulated to Members of the Council after publishing the Agenda:
 - i) **7/2024/5466: Part of field located south of St Marys Green, Crosthwaite, Kendal** - two dwellings and footpath: Variation of condition 3 (occupancy) of planning permission 7/2021/5565. It was **Agreed** to defer a decision on this pending clarification of matters relating to local occupancy.
 - ii) **7/2024/5077: Greenacre Cottage, Howe Lane, Lyth, Kendal, LA8 8DF** - Extension of existing 'lean-to' roof over sunroom to form a larger utility room and WC and new fenestration. It was felt that this proposal was in keeping with the existing building and that given the relatively small size of the development it was **Agreed** to submit **No Objection** to the application.
 - iii) **7/2024/5444: 6, Oak Fold, Crosthwaite, Kendal, LA8 8EZ** - Erection of 2 storey extension to the side of the dwelling. Councillors agreed that this proposal was in keeping with the locality and did not overlook neighbouring properties. However, given that the planning notice had only been issued on 29 August and circulated on the day of the meeting it was **Agreed** to defer a decision to be certain that the site notice had been displayed and that residents had had an opportunity to see the proposal. The deadline for comment is 26 September and decision by email would be confirmed before that date.
- c) Councillors noted the following responses submitted to LDNPA since the last meeting:
 - i) **7/2024/5342 – Tarnside Farmhouse:** Retrospective planning application for ancillary garage and storage building. The Chair confirmed that there had been a helpful meeting with the planning officer on 30 July and that an Objection had been lodged on 06 August. The outcome has not yet been notified.
- d) Councillors noted the following decisions made since the last meeting:
 - i) **7/24/5303: Broad Oak Farm, Crosthwaite, Kendal LA8 8JL:** Conversion of existing milking shed to a garage. ACON 16/07/2024
 - ii) **7/2024/5185: 6, Oak Fold Crosthwaite, LA8 8EZ.** Erection of garden shed. ACON 16/07/2024.
- e) To note any other Planning Matters:
 - i) Schedule of potentially unauthorised developments – no further additions had been made since the previous meeting.
 - ii) 4, Oak Fold: Cllr. Perry reported that he had received complaints from local residents about this property not being the main or only residence of the occupier contrary to the Agreements associated with the planning consent 7/2017/5538. It was acknowledged that this had been raised with the occupant via the Castles and Coasts Housing Association and that the occupant had maintained that it was his main or only residence. It seems clear to neighbours however that this is not the case. It was **Agreed** that this should be logged as an enforcement matter with LDNPA as a breach of the conditions of development and occupation.

75/24 Highways and Footpaths

- a) **Highways matters:** In addition to the highways matters previously reported on by Cllr. Bavin, the following matters were noted:
 - i) Highways England had issued a notice advising of the installation of speed restriction cameras on the A590 between Ayside and Brettagh Holt. The work is due to be done in the upcoming Autumn / Winter.
 - ii) W&FC Highways have issued a Notice of Road Closure for up to two weeks from 12 September relating to the U5588 Crosthwaite, from its junction with the A5074, extending in a south westerly direction for approx. 55 meters.
- b) **Bridge closures:** Already discussed in Cllr Bavin's report at Minute 73/24(a)i.

- c) **Footpaths / Tracks Matters:** Cllrs. Perry and Atkinson continue to consider path improvements at Jubilee Wood and will report back to the next meeting.

76/24 Trees, Woods, Hedges and Grass: The following matters were noted:

- a) **Cutting:** Cllr. Dobson reviewed the various areas for cutting on the list prepared by ex-Cllr. Harkness. Some hedge cutting has been done and Alan Fawcett has been asked to attend to other work in the Autumn.
- b) **Oak Fold hedge:** Cllr. Perry advised that the hedge at Oak Fold was encroaching on the footpath and undertook to supply a photograph for the Clerk to send on to Castles and Coasts with a request that it be attended to.
- c) **National Forest Inventory:** Cllr. Sharp has received notice of a survey to be carried out by the Forestry Commission including some Parish land. He will advise on developments.

77/24 Parish Land

- a) **Letting of Vacant Parish Land:** Cllr Dobson has met with the tenant of Mearsons (Far Fell) to confirm its exact location. He has now been invoiced. The tenant of Cowmire Hall Quarry has returned the signed lease and will be invoiced. During the meeting a message was received from the prospective tenant of Hubbersty Head apologising to a lack of communication and confirming that he no longer wishes to proceed with the lease. This property will be re-advertised as available for lease.
- b) **Parish Property:** The Clerk reported on continued progress with the addition of parish land to Parish Online.
- c) **Noticeboard at the Old Post Office:** Cllr. Dobson reported that she had now procured three quotes. However, several other sources were mentioned, and it was **Agreed** that these should be followed up and circulated to enable a decision to be made.

78/24 Neighbourhood Plan: The Clerk reported that an application for grant funding to Locality had been submitted, but he had not yet had a response. He had sent a follow-up note to enquire about progress. It was **Agreed** to arrange an informal working group meeting to finalise the review of the latest draft version of the Plan and this was set for Wednesday 25 September at 7.00 p.m.

79/24 Environmental Initiatives:

- a) **Community Orchard:** It was agreed that the Jubilee Field would be a good place to site a new orchard under the Coronation Community Orchard scheme and that an application for grant should be prepared. Sourcing of trees and species variety (including damson) would be decided as the initiative develops.
- b) **CLEAN:** The Clerk has sent on details of local environmental initiatives including an update on the Local Nature Recovery Strategy as appropriate otherwise there were no new CLEAN initiatives to note or report.

80/24 Finance: The RFO reported as follows

- a) **Receipts:** Councillors noted that there had been no receipts other than investment income since the last meeting.
- b) **Receipts since publishing the Agenda:** It was noted that there had been no receipts since publishing the Agenda.
- c) **Payments:** The following payments were noted:
- i. Payments to Npower for June and July were £26.90 and £31.30 respectively and that these are now being paid by direct debit.
 - ii. The following payments made between meetings were **Approved:**
 - a. Chris Smith - Lengthsman's Insurance: £199.09
 - b. M R Curry – salary and expenses July 2024: £430.77
 - c. HMRC – PAYE on above salary: £100.00
 - iii. The following payments to be made were **Approved:**
 - a. M R Curry – salary and expenses August 2024: £421.77
 - b. HMRC – PAYE on above salary: £100.00
- d) **Payments notified since publishing the Agenda:** It was noted that no payments had fallen due since publishing the Agenda.
- e) **Bank Balance:** it was noted that the bank balance at 31 August 2024 stood at £24,655.38p and the Chair was authorised to counter-sign the bank statement.

81/24 Correspondence:

- a) **Updates from CALC and other Agencies:** Councillors noted that these had been circulated as appropriate.
- b) **Specific items of correspondence:** In addition to a number of items raised in the course of the meeting, the following items of correspondence received were considered:

- i) **Cumbria 50th Anniversary:** Cllr. Dobson reported that CALC had circulated an invitation to Parish Councils to nominate a representative to attend the 50th anniversary of the formation of the County of Cumbria to be held in Carlisle on 04 October. It was **Agreed** to nominate Matthew Dobson in recognition of his long years of service to the community.
- ii) **Emergency Plans:** CALC had advised that they were updating contact lists and other details relating to Parish Emergency Plans. The current status of the Crosthwaite and Lyth Plan was reviewed with Cllrs. Dobson and Young maintaining lead roles. Cllr. Dobson has a list of those residents who have vulnerabilities and might be at risk in the event of an emergency, but a note requesting any update to this will be placed in the Two Valleys Newsletter. It was noted that Electricity North West have purchased 10 emergency power banks for local use, though output will be relatively low and probably only suitable for charging devices such as mobile phones. Cllr. Young will make investigations on this. The question of a generator for the Parish Room was raised and Cllr. Bavin undertook to see if there were any grants available for such equipment. Cllr. Sharp will check on the availability of those qualified in chainsaw use who might be called upon in case of an extreme weather event.
- iii) **CALC AGM:** The AGM is to be held on 12 October in Newbiggin Village Hall. Cllr. Dobson intends to go but other Councillors are also welcome to attend.
- c) No further correspondence had been received since publishing the Agenda.

82/24 Items 'for Information' Councillors noted the publication of new Financial Regulations as previously reported which will be brought to the next meeting for consideration.

83/24 Councillors' Issues to be Raised: Other than matters arising from the meeting, no new items for inclusion on a future Agenda were raised.

Next meeting date: The next meeting of the Parish Council will be held on 07 October 2024

The meeting finished at 9.10 p.m.

Signed as a correct record:

Date: