

## CROSTHWAITE AND LYTH PARISH COUNCIL

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

Held on Monday 17 July 2023 at 7.30 p.m. in the Parish Room, Crosthwaite

**Present:** Cllrs. Andrew Metcalfe (Chair), Angela Dobson, Matthew Dobson, Mary Harkness, Edward Sharp, Heather Young

**In Attendance:** Cllr. S. Bavin (Westmorland & Furness Co.), Martin Curry (Clerk), Malcolm Richardson (RFO). Three members of the public were present.

**39/23 Apologies:** The Clerk confirmed that apologies had been received from Cllr R. Sykes.

**40/23 Minutes:** Following a representation from Mr J Holmes relating to Minute 31/23(b)(ii) it was **Agreed** that the words "...and that conditions attached to a previous grant regarding football posts and nets had not been discharged..." should be deleted, it was **Resolved** that the Minutes of the meeting held on the 12 June 2023 be confirmed as a true record and signed by the Chair.

**41/23 Declarations of Interest:** No interests in matters on the Agenda were declared.

**42/23 Requests for Dispensation:** No requests for dispensation had been received.

**43/23 Chair's Announcements:** The Chairman had no announcements to make.

**44/23 Public Participation:** Mr. C. Smith advised Councillors that he had not yet had a response from Electricity North West regarding his enquiry about unfinished drainage work on the A5074.

#### 45/23 Reports

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

- i) There is to be a public meeting at Witherslack Village Hall on 31 July at 7.30 p.m. to hear proposals for a proposed Landscape Recovery Programme for the Lyth Valley as part of the Government's Environmental Land Management Scheme. The Chairman said he would attend.
- ii) There is now funding for local initiatives under the Nature Recovery Strategy which is open to Parish Councils for qualifying projects.
- iii) A new programme of Lifelong Learning / Life Skills has now been published. Many of the courses are at Kendal Collage and many are free to attend.
- iv) W&FC is hosting its first Apprenticeship Recruitment Day to showcase a variety of roles across the Council. Anyone interested in attending should apply by Friday 18 August via the W&FC website.
- v) W&FC is starting to integrate its structure to create unified services in areas such as licensing, HR and ICT.
- vi) There is as yet no confirmed start date for the work on the A5074 but it is still expected to start in September with road closure and diversions in place for approximately one week. There are only 4 reports of highways issues on the system from Crosthwaite and Lyth. Cllr. Bavin used this opportunity to urge residents to report any concerns via the W&FC website.
- vii) He relayed a call for volunteers from Martin French to help with the organisation of the Westmorland Show.

**b) Police:** A recent edition of Focus had been published, otherwise no specific report had been received.

#### 46/23 Planning

**a) The following planning applications received from LDNPA** and circulated to Members of the Council since the last meeting were noted:

- i) **7/2022/5649: Delph Cottage, Pool Bank Farm, Witherslack LA11 6SB** – Proposed stone garden boundary wall (full planning). **Noted - Withdrawn**
- ii) **7/2022/5650: Delph Cottage, Pool Bank Farm, Witherslack LA11 6SB** – Proposed stone garden boundary wall (listed building). **Noted - Withdrawn**

**b) To note any planning applications received and circulated to Members of the Council after publishing the Agenda** – None had been received.

**c) To note responses submitted to LDNPA** following consideration by the Parish Council:

- i) **7/2023/5307: Mireside Farm, Crosthwaite LA8 8BT** – Alterations to farmhouse, conversion of traditional barns into three dwellinghouses with local needs occupancy, conversion of piggery to home office, erection of garaging in replacement of modern agricultural buildings and associated works. **No Objection submitted 19/06/2023 - noted.**
- ii) **7/2023/5308: Mireside Farm, Crosthwaite LA8 8BT** – Same details as above. **No Objection submitted 19/06/2023 - noted.**

**d) To note decisions on the following planning applications:** No planning decisions have been notified by LDNPA since the last meeting of the Parish Council.

- e) **To note any other Planning Matters:** Councillors noted the drop-off in planning applications and surmised that the current financial environment was putting a squeeze on new applications.

#### 47/23 Highways and Footpaths

##### a) Highways matters:

There were no highways matters other than those that had been dealt with under Cllr. Bavin's earlier report.

- b) **Footpaths / Tracks Matters:** The Chair reported that Chris Smith has done further verge strimming. The Green will need doing in due course, but this is not urgent. The Clerk confirmed that he had written to LDNPA about strimming of the footpath from the Church to Clapper Mill though Chris Smith had subsequently done it.

48/23 **Trees, Woods, Hedges and Grass:** There were no significant matters raised under this item. Some branches had come down during high winds at the weekend but these had been dealt with. The growth of coppice at Clapper Bridge will need dealing with at some time in the future.

#### 49/23 Parish Land

- a) **Letting of Vacant Parish Land:** The Clerk confirmed that he had heard back from Jason Cooper with respect to written to Cowmire Quarry but not from prospective tenants for Hubbersty Head. The Chairman provided a contact number for the latter. The RFO will send out rent invoices to the other tenants.

##### b) Other Land Related Matters

- i) **Bench to commemorate Her late Majesty Queen Elizabeth II:** The bench had been received and was with the Chairman. Arrangements are to be made for installation.
- ii) **Proposed skate-board circuit:** John Holmes confirmed that the Recreation Field Trustees had considered the request for support for the initiative suggested by Chris Tomlinson to provide a skateboard track and whether this could be sited on the Field. They had felt that there were a number of questions to be resolved, including cost, maintenance and management, and there were some reservations expressed as to whether the Recreation Field could accommodate such a facility. Mr Holmes acknowledged however that these were questions that would be addressed during the preparation of a bid for external funding and that he wished to be positive about the scheme. To that end, he had been in touch with suppliers and one had offered to visit and give some advice in early September. He confirmed that the Recreation Field would pursue options and come back to the Parish Council with a progress report. The Chairman stressed that the Parish Council is supporting the scheme but is not leading it.

50/23 **Neighbourhood Plan:** The Chairman reported that work has continued and asked the Clerk to summarise progress. The Clerk reported that he was still trying to set up a meeting with LDNPA to discuss Version 4 of the draft Plan but had not yet succeeded. He had spoken to Louise Kirkup who had reaffirmed her commitment to attend such a meeting. Grants for further consultancy support from Kirkwells have not yet been re-opened but LK believes it highly likely that further funding will become available. The Clerk has also had a conversation with AECOM who had sent through the current version of the Design Code document previously prepared and asked for any further feedback on content. In view of the delay in setting up a meeting with LDNPA, it was thought desirable to plan for a further meeting of the Working Group to review the current position and Design Codes in particular. The Clerk's full report will be posted on the website (<https://www.crosthwaiteandlythpc.co.uk/>) as part of these Minutes.

51/23 **Emergency Planning Group:** Cllrs. Dobson and Young are to get together to review the current position.

#### 52/23 Finance:

- a) Receipts: It was noted that there have been no receipts other than investment income since the last meeting.
- b) It was noted that there had been no receipts since publishing the Agenda.
- c) Payments: The following payment made between meetings was **Approved:**
- |                                      |         |
|--------------------------------------|---------|
| i) NBB Recycled Furniture: New Bench | £444.00 |
|--------------------------------------|---------|
- d) The following payments were **Approved:**
- |  |         |
|--|---------|
| i) Chris Smith: Lengthsman                             | £480.00 |
| ii) M R Curry: Salary & Expenses June 2023             | £320.87 |
| iii) M R Richardson: Salary & Expenses April-June 2023 | £339.38 |
| iv) HMRC: PAYE for June & July 2023                    | £128.40 |
- e) Councillors received and **Approved** the budget comparison 2022-23: The RFO had circulated a spreadsheet containing a detailed budget comparison for the 2022-23 financial year which showed an over-spend of £6,012.36 against the budget. He reviewed the variances against budget which were the outcomes of agreed financial management. The difference was mainly due to £7,085 excess of Neighbourhood Plan expenditure and grant repayments over grant income less £862 excess of VAT

repayments over VAT expenditure. Taking into account his explanation of variances, Councillors accepted the budget comparison and thanked the RFO for his work on this.

- f) The RFO presented a Risk Assessment for 2023-24 and explained that this a requirement for proper governance. The risk assessment should be approved before the 31 March for the following financial year and will be presented again in March 2024 for the 2024-25 year. Councillors reviewed the document which was **Approved**.
- g) The bank balance standing at £25,294.07 at 30 June 2023 was noted and the Chair was authorised to counter-sign the bank statement.

**53/23 Correspondence:** Items of correspondence on the Agenda were noted. No further comment was made or follow-up required.

**54/23 Items 'for Information':** No additional items for information were raised.

**55/23 Councillors' Issues to be Raised**

No items were raised for inclusion on the next Agenda.

**Date of next meeting** – Meetings will now revert to the first Monday of the month and the next full Parish Council meeting will be held on **Monday 04 September 2023**

The meeting finished at 8.24 p.m.

**Signed as a correct record:**

**Date:**