

## CROSTHWAITE AND LYTH PARISH COUNCIL

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

Held on Monday 02 October 2023 at 7.30 p.m. in the Parish Room, Crosthwaite

**Present:** Cllrs Angela Dobson, Matthew Dobson, Edward Sharp, Robert Sykes

**In Attendance:** Cllr. S. Bavin (Westmorland & Furness Co.), Martin Curry (Clerk).

#### 74/23 Chair of the Parish Council:

- a) **The resignation of Cllr. A. Metcalfe:** The Clerk reported that he and Parish Councillors had received an email from Cllr Andrew Metcalfe on 16 September 2023 giving notice of his resignation from the Parish Council with effect from 02 October 2023. He was unable to attend the meeting and had tendered his apologies.
- b) **Election of a Chair for the remainder of 2023-24:** Councillors noted that under normal circumstances the meeting would be chaired by the Vice-Chair with the first item being the election of a Chair. Cllr. Harkness (Vice-Chair) however was unavoidably unable to attend this meeting. The Clerk confirmed that Parish Councils must have a Chair in order to conduct business and referred Councillors to Standing Order Section 1 (p) which says:  
"If both the Chairman and the Vice-Chairman are absent from a meeting, a Councillor as chosen by the Councillors present at the meeting shall preside at the meeting."  
Cllr. Sharp proposed Cllr. Sykes as Acting-Chair and this was seconded by Cllr. A. Dobson and agreed unanimously. Cllr. Sykes took the Chair and proposed that Cllr. A. Dobson be elected to the position of Chair for the remainder of 2023-24. Having signified her willingness to be elected, her election was seconded by Cllr. Sharp and **Agreed** unanimously. Cllr. Dobson signed a Declaration of Acceptance of Office and took the Chair.
- c) **To confirm the position of Vice-Chair:** Cllr. Harkness had indicated her willingness to continue as Vice-Chair unless there was another candidate wishing to take the role. In the absence of another candidate, Cllr. Harkness was confirmed as Vice-Chair.
- d) **To note the vacancy for a Parish Councillor:** The Clerk was authorised to commence the process to fill the vacancy resulting from Cllr. Metcalfe's resignation.

**75/23 Apologies:** Apologies had been received from Cllrs A. Metcalfe, M. Harkness, H. Young and from M. Richardson (RFO - Responsible Finance Officer).

**76/23 Minutes:** It was **Resolved** that the Minutes of the meeting held on the 04 September 2023 be confirmed as a true record and signed by the Chair.

**77/23 Declarations of Interest:** Cllr. A. Dobson declared an interest relating to planning issues at Blues Barn at Item 9 (c)(i) and Cllr. R. Sykes declared an interest in Item 16 (c) – request for support from the Lowland Curlew Recovery Group.

**78/23 Requests for Dispensation:** No requests for dispensation had been received.

**79/23 Chair's Announcements:** The Chairman had no announcements to make.

**80/23 Public Participation:** No members of the public were present.

#### 81/23 Reports

- a) **Westmorland & Furness Council:** Cllr. Bavin reported as follows:
  - i) He expressed gratitude for publicisation of the W&FC Household Support Fund on the website.
  - ii) W&FC is progressing its new policy to enable the introduction of local 20 m.p.h. speed limits. If interested, Parish Councils must pass a motion of intent and then demonstrate local consultation in line with policy provisions. Cllr. Bavin confirmed that applications would be dealt with on a first come first served basis. It was **Agreed** to place this on the Agenda for the next meeting and put an initial note publicising the opportunity on the website. Cllr. Sykes referred to the previous effort to secure a 30-m.p.h. limit which did not proceed and Cllr. Bavin undertook to look into the circumstances of the previous initiative.
  - iii) He reassured the local community that the reported waste collection strike in Eden was a local issue and would not impact on South Lakeland. Cllr. A. Dobson mentioned the lack of collections as a result of the bridge closure on Mill Lane and Cllr. Bavin agreed to investigate this.
  - iv) The work on the A5074 is to go ahead from 09 October as publicised, though the deployment of road signs has been slightly delayed. Cllr. Bavin acknowledged the inconvenience of the diversion route, for which there is no safe alternative. It is essential, however, that the work is dealt with now as failure to do a comprehensive job could result in a substantially longer closure in the future. The timescale is still projected as three weeks but provision is available to ensure that emergency services can pass through. He asked the local community to let him know if there are any exceptional problems resulting from this

work. Outside what was already known, there was no additional update on other bridges currently closed for repair.

- v) It was noted that the recent Storm Agnes was not as severe as had been predicted but Cllr. Bavin asked anyone aware of blocked gullies or drains to report these on the Highways webpage or to let him know.
- vi) He confirmed that Government has announced a £500K fund for improvements to local bus services, though this fund cannot be applied to proposed new services.

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

#### 82/23 Planning

- a) **The following applications received from LDNPA** and circulated to Members of the Council since the last meeting were noted: None had been received.
- b) **The following planning applications received from LDNPA** and circulated to Members of the Council after publishing the Agenda were noted: None had been received.
- c) **The following responses submitted to LDNPA** following consideration by the Parish Council were noted:
  - i. **7/2023/5466: Blues Barn, Broadoak Farm**, Crosthwaite, Kendal LA8 8JL - New garage to side of property and a solar panel array. **No Objection** submitted 16/09/2023.
  - ii. **7/2023/5479/5480/5485/5486: Land off Woodside Road**, Crosthwaite, Kendal – Applications in respect of agricultural buildings. **Objections** submitted 16/09/2023.
  - iii. **7/2023/5476: Gilpin Cottage, Lyth, LA8 8DQ** – Replacement Agricultural Building: **No Objection** (subject to the replacement building being used for agricultural purposes) submitted 16/09/2023.
- d) **The following decisions notified by LDNPA on planning applications were noted:** None notified.
- e) **To note any other Planning Matters:** The Clerk reported that he had asked the Enforcement Team at LDNPA for an update on the list of structures previously submitted to them as potentially without planning permission.

#### 83/23 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:** There were no footpaths / tracks matters reported.

**84/23 Trees, Woods, Hedges and Grass:** No matters were raised for discussion.

#### 85/23 Parish Land

- a) **Letting of Vacant Parish Land:** The Clerk reported as follows:
  - i) The RFO has sent out rent demands for the current financial year to those tenants of properties that have not changed hands.
  - ii) The Clerk has not yet heard from the potential lessee of Hubbersty Head and will seek a decision from him as soon as possible.
  - iii) Progress has been made with using Parish On-Line as a means of recording of Parish land. He had not yet signed the Council up to a subscription but had used the system to create a revised Property Profile and updated generic lease including provision for tenants to secure appropriate insurance. It was **Agreed** that he will check on the different Agricultural Tenancies to which Parish land might be subject otherwise Councillors approved the progress so far.
- b) **Other Land Related Matters**
  - i) Proposed skate-board circuit: The Clerk confirmed that he had advised C. Tomlinson of the response from the Playing Fields. He had also written to the Chair of the Landowners of Crosthwaite and Lyth to enquire if there might be any place on Whitbarrow appropriate for off-road non-motorised activity. The Landowners are to meet shortly and will consider the request, but had indicated informally that it was unlikely that there is a suitable site.

**86/23 Neighbourhood Plan:** The Chair reported that work has continued and asked the Clerk to summarise progress. The Clerk's full report will be posted on the website (<https://www.crosthwaiteandlythpc.co.uk/>) as part of the Agenda and subsequent Minutes.

**87/23 Finance:** Councillors considered the following report submitted by the Responsible Finance Officer:

- a) Receipts: It was noted that other than investment income, there had been no receipts since the last meeting.
- b) It was noted that there had been no receipts since publishing the Agenda.
- c) The following payments were **Approved:**
  - i) Npower - Parish Room electricity August 2023: £ 23.05
  - ii) M R Curry - Salary & Expenses September 2023: £ 320.87
  - iii) M R Richardson – Salary and Expenses July-September 2023: £ 308.60
  - iv) HMRC - PAYE for September 2023: £ 128.40
  - v) Moore – External Audit Fee: £ 252.00

On behalf of the RFO, the Clerk confirmed that, with the exception of a minor observation about additional information to be supplied as part of the Variance Return, the External Audit had been completed satisfactorily and the Auditor's Report and Certificate received and published.

- d) It was noted that no payments had been notified as requiring payment since publishing the Agenda.
- e) Councillors noted the bank balance of £23,372.65 at 30 September 2023 and authorised the Chair to counter-sign the bank statement.

**88/23 Administrative Items:** The Clerk confirmed that he had started the process of moving files from the 'stick' to the One-Drive cloud-based facility.

**89/23 Correspondence:** Items of correspondence on the Agenda were noted. Whilst Councillors present were generally supportive of the work of the Lowland Curlew Recovery Group, it was **Agreed** to defer its request for a grant until the next meeting. Otherwise no other correspondence was discussed.

**90/23 Items 'for Information':** Councillors were pleased to note the continued development of the local environment group CLEAN and reaffirmed its support for the initiative.

**91/23 Councillors' Issues to be Raised**

No items were raised for inclusion on the next Agenda.

**Date of next meeting** – The next full Parish Council meeting will be held on **Monday 06 November 2023**

The meeting finished at 8.36 p.m.

**Signed as a correct record:**

**Date:**