

CROSTHWAITE AND LYTH PARISH COUNCIL

Minutes of a Meeting of the Parish Council

held on Monday 06 March 2023 at 7.30 p.m. in the Parish Room, Crosthwaite

Present: Cllrs. Andrew Metcalfe (Chair), Angela Dobson, Matthew Dobson, Edward Sharp, Robert Sykes.

In Attendance: County Councillor J. Bland (part), District Cllr. J. Holmes, Cllr. S. Bavin (Shadow Westmorland & Furness Co.), Martin Curry (Clerk) and 1 member of the public.

210/22 Apologies: Cllrs. Mary Harkness, Heather Young. The RFO ask the meeting to note that his attendance was unnecessary for this meeting.

211/22 Minutes: The Clerk brought attention to Item 205/22 (b)(i) of the Minutes of the 06 February 2023 and on the advice of the RFO it was **Agreed** that the following Minute should be amended to read:
252/22 (b): Payments made since the last meeting:
(i) Npower – Parish Room Electricity for December 2022: £30.40
With this amendment made and initialled, it was **Resolved** that the Minutes of the meeting held on the 06 February 2023 be confirmed as a true record and signed by the Chair.

212/22 Declarations of Interest: There were no Declarations of Interest submitted.

213/22 Requests for Dispensation: No requests for dispensation had been received.

214/22 Chair's Announcements: The Chairman noted that this was the final meeting attended by representatives of Cumbria County Council and South Lakeland District Council as both authorities are to be subsumed into the new Westmorland and Furness Council as of 01 April 2023. He was pleased to offer a vote of thanks to Councillors Jim Bland (CCC) and John Holmes (SLDC) and Members of the Parish Council expressed its thanks with a round of applause.

215/22 Public Participation: There were no questions or comments raised from the floor.

216/22 Reports

a) County Councillor: (Agenda order changed to allow Cllr. Bland to leave for another meeting). Cllr. Bland thanked the Parish Council for its appreciation of his work which had spanned a period of over 30 years. He reported that there was little of local relevance to report as the County Council is concentrating on the transition. Matters relating to the A5074 will not be addressed in the current financial year but carried forward to 2023-24.

b) District Councillor: Cllr. Holmes also thanked the Parish Council for its recognition of the work of SLDC. He went on to report that whilst SLDC was discharging its core functions there was little update of direct relevance to the Parish Council as it too remains focused on the transition to the new Council. With reference to previous discussions about a generator for the Argles Memorial Hall he noted that as part of a county-wide planning for power loss initiative the Cumbria Resilience Forum had launched a survey into the availability of local hubs with independent power resources.

c) Shadow Councillor, Westmorland & Furness Council: Cllr. Bavin also paid tribute to the departing Councillors and hoped that he will serve the local community as well as they have done. He anticipated that the transition on 01 April should be relatively seamless, but that if there were any issues to contact him. Other than that, he reported as follows:

- i. A balanced budget for 2023-24 had been submitted and voting to approve a 5% rise in Council Tax will take place on 07 March. Proposals included a doubling of Council Tax on second homes from 2024 (subject to government approval)
- ii. The A590 Working Group will meet on Friday. The Clerk confirmed that he had lodged the observations about faded road markings at Gilpin Bridge.
- iii. Keep Britain Tidy is promoting the Great British Spring Clean event between 17 March and 02 April.

d) Cumbria Police: No report had been received.

217/22 Planning

a) To note that the following planning applications have been submitted to LDNPA and circulated to Members of the Council since the last meeting:

- i) **7/2023/5132: Redwood House, Crosthwaite, LA8 8HX** – Single storey extension and other proposals – Councillors confirmed **No Objection** to this application.

- b) **To note any planning applications received and circulated to Members of the Council after publishing the Agenda:**
 - i) **7/2023/5136: High Yews, Crosthwaite, LA8 8JB:** Two storey side extension and other proposals including reconfiguration of front extension, carport and landscaping. Councillors confirmed **No Objection** to this application.
 - ii) **E.2021.0334: Land northwest of Lyth Valley Country House:** Councillors noted the issue of an Enforcement Notice in respect of a Shepherd's Hut and various wooden structures.
- c) **To note responses submitted to LDNPA:** None since the previous meeting.
- d) **To note decisions on the following planning applications** as notified by LDNPA since the last meeting:
 - i) **7/2022/5731, The High, Crosthwaite, LA8 8BX** – Conversion of land to garden and parking. **No Objection** submitted 20/12/2022. **Approved** with Conditions 10/02/2023.
 - ii) **7/2023/5038: Cannydale, Lyth LA8 8DG** – Amendment to previous consent. **No Objection** submitted 17/02/2023. **Approved** with Conditions 24/02/2023.

218/22 Highways and Footpaths

- a) **Highways matters:** No matters were raised.
- b) **Footpaths / Tracks Matters:** It was **Agreed** not to proceed with the change from a grass surface to gravel-on-membrane on the access route to the Parish Room for the time being. Instead, the plastic matting will be lifted and re-laid.
- c) **Winter Gritting Requirements:** Cllr. Bavin confirmed that the commonly understood barriers to gritting by private contractors remain in place but undertook to work towards reducing these for the future.

219/22 Trees, Woods, Hedges and Grass: It was noted that Alan Fawcett has attended to the required strimming and cutting back as agreed at the previous meeting.

220/22 Parish Land

- a) **Letting of Vacant Parish Land:** The Clerk confirmed that new tenancies had been offered to J. Carter (Hubbersty Head) and J. Cooper (Cowmire Quarry).
- b) **Ownership of trees and pond, Tarnside Lane:** This remains work in progress with HMLR.
- c) **To consider the Procurement and Siting of a Memorial Bench:** Given the uncertain costs associated with the Neighbourhood Plan it was **Agreed** to shelve this initiative for the time being.
- d) **Installation of an External Porch light at the Parish Room:** This matter remains work in hand to be completed.

221/22 Neighbourhood Plan: The Chairman reported that work has continued and asked the Clerk to summarise progress. The Clerk gave a detailed Report on work undertaken since his last report in February. The March report will be posted on the website (<https://www.crosthwaiteandlythpc.co.uk/>) as part of these Minutes. He confirmed key Next Steps as follows:

- a) Members of the working Group will submit feedback on Draft V1 to Louise Kirkup
- b) LK will be asked to prepare V2.
- c) Consideration will be given to a further meeting of the Working Group with LK to go through V2.
- d) The Group will aim for a meeting with LDNPA with LK present by way of initial liaison on progress. In response to Cllr Sykes, the Clerk confirmed that there would be no additional costs in re-engaging with AECOM with a request for them to complete the Design Codes report they had started. It was noted that an Expression of Interest had been received from a Parishioner to join the Working Group and **Agreed** to invite him to attend the next meeting of the Group.

222/22 Emergency Planning Group: Cllr. Dobson confirmed that a training session was to be held on the 08 March for those who had indicated a willingness to become involved with the development of the Plan.

223/22 Clerk's and Associated Matters: The Clerk confirmed that new ICT equipment under the shared arrangement had been received and installed.

224/22 Finance: A report submitted by the RFO was as follows:

- a) **Receipts:** Councillors noted the following receipts since the last meeting:
 - i) Rents from Parish Land: £ 10.00
- b) **The following payments required were Approved:**
 - i) Npower: Parish Room Electricity for January 2023: 62.19
 - ii) M R Curry – Salary and Expenses for February 2023: 320.75
 - iii) HMRC – PAYE for February 2023: 72.20
 - iv) A2A Advertising Ltd - Website security fee: 48.00

- c) **To Note the Reconciled Bank Balance at 28 February 2023:** The RFO had submitted a report to the Clerk indicating a reconciled bank balance of £17,690.28 as at 28 February 2023. That figure includes the Neighbourhood Plan grant of £2,930 leaving funds of £14,760 less the March expenditure (salaries, etc.). There should also be VAT recovered before 31st March in excess of £3,000. The precept for 2023/24 is £11,695 and the accepted recommendation is that parish councils retain reserves of at most one year's net expenditure so the Council will have funds in excess of this on 31st March 2023.

225/22 Dates of Forthcoming Parish Council Meetings

The Clerk referred to matters relating to upcoming meetings as follows:

- a) **Next Ordinary Meeting of the Parish Council:** Both the Chairman and Vice-Chair have submitted apologies for the date of the next Ordinary Meeting of the Parish Council scheduled for 03 April and it was **Agreed** to seek an alternative date. The following Monday (the 10th April) is Easter Monday and best practice indicates that council meetings should not be held on a Sunday, on any part of a bank holiday break, or on any day of national thanksgiving or mourning. On this basis, it was **Resolved** to move the next Ordinary Meeting of the Parish Council to 17 April 2023.
- b) **The May Meeting of the Parish Council:** It was noted that Monday May 01 is a Bank Holiday, as is the following Monday the 8th (for the Coronation of King Charles III). On the basis of best practice, it was **Resolved** to hold the May meeting of the Parish Council on 15 May. This will be the Annual Parish Council Meeting.
- c) **The Annual Parish Meeting:** The Local Government Act states that every parish must hold an Annual Parish Meeting between 1st March and 1st June. It was not, however, good practice to propose at the last meeting that the Annual Parish Meeting should be held on the same date as the Annual Parish Council Meeting. It was **Resolved** therefore to hold the Annual Parish Meeting on Monday 22 May. Cllr Holmes undertook to forward a list of village organisations to the Clerk in respect of this meeting.

226/22 Correspondence: The following items of correspondence were noted:

- a) 15/02/2023: P. Howarth – The establishment of a local Eco-Group and request for the Parish Council to engage. The Chairman is responding to this.

227/22 Items 'for Information': No additional items for information were raised.

228/22 Councillors' Issues to be Raised

No matters other than current open actions were raised.

Date of next meeting – As per the earlier discussion the following dates were confirmed:

April Meeting of the Parish Council: Monday 17 April at 7.30 in the Parish Room

May Meeting of the Parish Council: Monday 15 May – which will be the Annual Parish Council Meeting

Annual Parish Meeting: Monday 22 May

The meeting finished at 8.27 p.m.

Signed as a correct record:

Date: