

CROSTHWAITE AND LYTH PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited to attend an Ordinary Meeting of the Parish Council to be held on **Monday 11 December 2023 at 7.30pm in the Parish Room, Crosthwaite** for the purposes detailed in the following Agenda:

AGENDA

1. Apologies

To receive apologies with reasons for absence.

2. Minutes

To authorise the Chair to sign the Minutes of the meeting held on 06 November 2023 as a true record.

3. 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*).

4. 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.

5. Chair's Announcements

To receive any announcements from the Chair.

6. 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.

7. Reports

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

8. 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) **7/2023/5634: Land at Totter Bank Fields, LA8 8HY** – Change of use from agricultural building to multi-purpose agricultural building for storage and livestock. Comments by 06/12/2023
- 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) **7/2023/5476: Gilpin Cottage, Lyth LA8 8DQ** – Replacement of agricultural building. PC meeting 04/10/23 – No Objection submitted (see (d) below)
- d) To note decisions on the following planning applications since the last meeting:
 - i) **7/2023/5476: Gilpin Cottage, Lyth LA8 8DQ** – Replacement of agricultural building. **Approved** with conditions 20/11/2023.
- e) To note any other Planning Matters:
 - i. To note developments with alleged breaches of planning relating to various structures.
 - ii. Letter to LDNPA Planning from Resident re: Land to the Rear of Cross Howe, Totter Bank.
 - iii. LDNPA Enforcement Notice E/2022/0281 re Land on north side Hyning Brow, Crosthwaite.

9. Highways and Footpaths

- a) To consider any highways matters:
 - i) Winter Road Services: To receive any update on winter road services. See: <https://www.westmorlandandfurness.gov.uk/parking-streets-and-transport/streets-roads-and-pavements/road-maintenance-closures-and-improvements/winter-road-maintenance-and-gritting/priority-gritting-routes>
 - ii) Bridge closure, Mill Lane: To note any update
- b) To consider any footpaths / track matters.

10. Trees, Woods, Hedges & Grass

- a) To consider any trees and woods matters.
- b) Hedge cutting: To consider any requirements.

11. Parish Land:

- a) Letting of vacant Parish Land: Update on the responsibility for Public Liability Insurance
- b) Other land related matters: Progress with Parish On-line

12. Neighbourhood Plan

To receive an update on progress since the October meeting. Clerk to Report.

13. 20 m.p.h. Speed Limit

To consider the Parish Council role in relation to the 20-m.p.h. initiative

14. Membership of the Parish Council

- a) Councillor Vacancy – update on the process to fill the vacancy for a Parish Councillor
- b) Parish Council Elections – May 2024: To note that Parish Council elections will be held on 02 May 2024

15. CLEAN

- a) To note any feedback from the second meeting of the Group on 09 November and other recent developments with the local environmental initiative
- b) Nightlights at Oak Fold

16. Finance

- a) To note there has been a national salary award in the Clerk's and RFO's rate of pay of £1 per hour backdated to 1st April 2023, which is incorporated in the payments below.
- b) To note that the Chair and Vice-Chair have carried out the Clerk and RFO's annual appraisals and review of their hours. It was agreed that the Clerk should be paid for up to 30 hours per month (including holidays) from 1 October 2023 and the RFO be paid for 10 hours per month (including holidays) backdated to 1 October 2022. These amendments have been incorporated in the payments below.
- c) Receipts: To note there have been no receipts other than investment income since the last meeting.
- d) To note any receipts since publishing the Agenda
- e) To approve the following payments:
 - i) Npower - Parish Room electricity October 2023 – £37.21
 - ii) M R Curry – salary, arrears and expenses November 2023 - £630.87
 - iii) M R Richardson salary arrears to September 2023 - £630.08
 - iv) HMRC - PAYE to November 2023 - £308.60
- f) To approve any payments due since publishing the Agenda
- g) To receive, consider, amend (where necessary) and agree the draft budget 2024/25
- h) To agree the precept demand 2024/25
- i) To confirm the appointment of Jean Airey as Internal Auditor for 2023/24
- j) To note the reconciled bank balance at 30 November 2023 and authorise the Chair to countersign the bank statement.

17. 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) The following specific pieces of correspondence are referred to Councillors for information:
 - i) 08/11/2023: Resident re concern about oak tree and ivy growth (not on Parish Council land)
 - ii) 08/11/2023: Matthew Jessop: Note of thanks for Parish Council grant of £500 to C&L School
 - iii) 22/11/2023: LDNPA press release on clampdown on illegal developments
- c) To note any correspondence received since publishing the Agenda

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

19. Councillors issues to be Raised – No discussion to take place on these matters but will be placed on the next Agenda.

Date of Next Meeting – Monday 05 February 2024 at 7.30 in the Parish Room.

Martin Curry, Clerk to the Council

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06/12/2023