

## CROSTHWAITE AND LYTH PARISH COUNCIL

Councillors are hereby summoned and members of the public are invited to attend the Annual Meeting of the Parish Council to be held on **Monday 22 May 2023** at 7.30pm in the Parish Room for the purposes detailed in the following Agenda:

### AGENDA

#### 1. Apologies

To receive apologies with reasons for absence.

#### 2. Election of Chair

To elect a Chair for 2023/24 (Vice-Chair to Chair the meeting until a new Chair is elected or, in the absence of the Vice-Chair, another Councillor to do so).

Chair to sign Declaration of Acceptance

#### 3. Election of Vice-Chair

To elect a Vice-Chair for 2023/24

Vice-Chair to sign Declaration of Acceptance

#### 4. Minutes

To note a request from Cllr. Steve Bavin (W&FC) that the record at 235/22(a)iv in the Minutes of 17 April be amended to replace 'second homes' with 'holiday lets.' Otherwise, to authorise the Chair to sign the Minutes of the meeting held on 17 April 2023 as a true record.

#### 5. 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*).

#### 6. 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.

#### 7. Chair's Announcements

To receive any announcements from the Chair.

#### 8. Public Participation

Members of the public will be given the opportunity to speak, ask questions or raise matters of interest with regard to items on this Agenda.

#### 9. Reports

- a) To receive any relevant matters from the Westmorland and Furness Councillor.
- b) To note the recent meeting of Crosthwaite and Lyth Eco Action Network (CLEAN) held on 11 May and any matters relevant to the Parish Council arising from it.
- c) To receive any relevant information from Cumbria Police.
- d) To note a reminder from the Clerk that Members should check their Declarations of Interest and update if necessary.

**10. Annual Parish Meeting:** To consider any action necessary following the meeting held on 15 May 2023.

#### 11. 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) **7/2023/5107: Espford Farm, Crosthwaite LA8 8BS** – Notice of Intent (NOI - Agricultural) – erection of steel framed timber clad building. There is no provision for consultation on this type of application.
- b) **To note any planning applications received and circulated to Members of the Council after publishing the Agenda** – None at the time of writing.
- c) **To note responses submitted to LDNPA** following consideration by the Parish Council: None required as a result of the April meeting.
- d) **To note decisions on the following planning applications:** No planning decisions have been notified by LDNPA since the last meeting.
- e) **To Note any other Planning Matters:** To note and approve a list of structures to be submitted to LDNPA as possibly requiring planning permission.

#### 12. Highways and Footpaths

- a) To consider any Highways matters.
- b) Footpaths / Track Matters.

**13. Trees, Woods, Hedges & Grass**

- a) To consider any trees and woods matters.

**14. Parish Land:**

- a) Letting of vacant Parish Land: Update Report.
- b) Siting of a bench in commemoration of Her late Majesty Queen Elizabeth II: Update report.

**15. Neighbourhood Plan**

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

**16. Emergency Planning Group:** To receive any report.

**17. Finance**

- a) To note the following receipts since the last meeting:

VAT refund to 31 March 2022	£2,057.59
VAT refund to 31 March 2023	£1,194.86
Westmorland & Furness Council – Precept 2022-23	£11,695.00
Westmorland & Furness Council – Precept grant 2022-23	£238.56
- b) To approve the following payments made between meetings:

M R Curry – Salary and expenses April 2023	£331.67
I Jones – Parish Room entrance lighting	£447.30
Alan G Fawcett – Roadside cutting	£408.00
- c) To approve the following payment:

Zurich Municipal – Annual insurance to 31 May 2024	£542.52
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- d) To note the reconciled bank balance at 30 April 2023
- e) AGAR documentation – To note that the RFO will report on the 2022-23 accounts at the June meeting.

**18. Correspondence**

To note any other correspondence received and not included as an item on this Agenda and decide on any necessary action including:

- a) Updates from CALC on various regional initiatives, training opportunities etc.
- b) 24 April: Andy Bennett, Forestry Commission – Proposed tree planting, Pool Bank
- c) 30 April: Colin Edwards, Webmaster: Advising of an archive of Parish Council documents 2008-late 2021.

**19. To note any items ‘For Information’ – No decisions or action permitted**

**20. Councillor’s issues to be Raised – No discussion to take place on these matters but will be placed on the next Agenda:**

- a) To consider the adoption of an agreed process relating to the offer of grants to external bodies from the Parish Council

**Date of Next Meeting** – To confirm a date for the next meeting to be held in June 2023 for the purpose of approving the Annual Governance and Accountability Return 2023.

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