

CROSTHWAITE AND LYTH PARISH COUNCIL

Minutes of an Ordinary Meeting of the Parish Council

held on Monday 03 March 2025 at 7.30 p.m. in the Parish Room, Crosthwaite

Present: Cllrs A. Dobson (Chair), D. Atkinson, E. Cartmell, E. Sharp, H. Young,

In Attendance: Cllr. S. Bavin (Westmorland & Furness Co.), Martin Curry (Clerk) and Malcolm Richardson (Responsible Finance Officer - RFO).

153/24 Apologies: Apologies had been received from Cllrs. Harnby, and Perry. In respect of Cllr. Harnby it was noted that the March meeting was the sixth consecutive meeting that he had been unable to attend. It was also noted that The Local Government Act 1972 states that when a Council Member fails to attend any meeting for six consecutive months from the date of their last attendance, they cease to be a member of the authority, unless the Council accepts a reason for the failure to attend before the six months period expires. The Clerk confirmed that he had advised Cllr Harnby of this attendance requirement in an email of 27 February and that Councillors had been made aware of this. Cllr Harnby had submitted apologies for each meeting that he had been unable to attend, and Councillors had understood and accepted that this situation was as a result of unavoidable work commitments. It was **Agreed** to review the position at the May meeting.

154/24 Minutes of the meeting held on 10 February 2025: It was **Resolved** that the Minutes of the meeting held on 10 February, having been circulated, be signed by the Chair as a correct record.

155/24 Declarations of Interest: No Declarations of Interest had been received.

156/24 Requests for Dispensation: No Requests for Dispensation had been submitted.

157/24 Chair's Announcements: The Chair highlighted an invitation to attend free Community Emergency Planning Workshops, to be held online on the 6th and 12th March 2025. Cllr. Young would try to attend one if possible.

158/24 Public Participation: No issues were raised from the floor as no members of the public were present.

159/24 Reports:

a) Meetings Attended by Councillors: There had been no meetings attended by Councillors.

b) Westmorland & Furness Council (W&FC): Cllr. Bavin reported as follows:

- i) Work on the A5074 is ongoing and new lining has been done. There has been emergency patching to a number of potholes and further work may take place in the next financial year. Possible work on the narrow section remains to be confirmed – Cllr Bavin has lobbied for a 40-m.p.h. advisory speed limit, but this has not been approved.
- ii) Bridge Closures: Following the re-opening of the Underbarrow Bridge in mid-February to pedestrians, cyclists, equestrians and motorised traffic with a 3-tonne weight limit, that limit was increased to 7.5 tonnes on 27 February. The focus is now on securing a longer-term solution.
- iii) The A590 Working Group awaits a reply from Lilian Greenwood MP (Minister for the Future of Roads at the Department for Transport) about funding for improvements including a roundabout at Gilpin Bridge.
- iv) There are currently several initiatives out to consultation including:
 - The Community Governance Review including the alignment of election dates which, if approved, will bring forward Parish Council elections from 2028 to 2027. Comments can be made at <https://consult.westmorlandandfurness.gov.uk/westmorland-and-furness-council/community-governance-review/>
 - The Devolution Priority Programme with proposals for a strategic authority and mayoralty for Cumbria is at: <https://consult.communities.gov.uk/lggc/cumbria-devolution-consultation> .
 - The Boundary Commission Report on W&FC Ward Boundaries is due for publication on 04 March and will be open for consultation until 12 May. Feedback can be given at: <https://www.lgbce.org.uk/all-reviews/westmorland-and-furness>
- v) Cllr. Bavin is supporting the annual litter pick through the supply of pickers, high-viz vests and other equipment, all of which is available until 01 April.

c) Police: There was no specific report from the police other than items in the regular Newsletters that have been circulated.

160/24 Planning

a) Applications received: Councillors noted the following planning application received from LDNPA and circulated since the date of the last meeting:

- i) **7/2025/5069: Mireside Farm, Crosthwaite LA8 8BT:** Alterations to farmhouse etc: Application for the approval of Reserved Matters (contamination) – no provision for consultation.
- b) **Applications received since publishing the Agenda:** Councillors noted that no planning applications had been received since publishing the Agenda.
- c) **Responses submitted:** Councillors noted that no responses had been submitted to LDNPA since the date of the last meeting.
- d) **Decisions:** Councillors noted decisions on the following planning applications notified since the last meeting:
 - i) **7/2024/5724: Low Cartmel Fold Barn** – Proposed kitchen extension and vehicle access. No Objection submitted 27/01/2025. **ACON** 12/02/2025
- e) **Other Planning Matters:**
 - i) **Schedule of Developments:** The Clerk reported that there were two new additions to the Schedule relating to developments at Grass Garth (Lyth Valley) which has been referred to LDNPA and opposite Gilpin Bridge Cottage which will be referred. There were no other updates on existing cases.
 - ii) **4, Oak Fold, Crosthwaite (Enforcement Reference E/2024/0041):** It was understood that LDNPA (Enforcement) will be writing with their conclusions on this case in the near future.

161/24 Highways and Footpaths

- a) **Highways Matters not raised in the report from Cllr. Bavin:** Regular flooding on the road at Broom Lane was raised. Cllr. Bavin confirmed that Highways have this on their work schedule – but there are land ownership matters to resolve.
- b) **Grass cutting, Footpaths and Tracks Matters:**
 - i) Cllr. Atkinson reported that Andrew Metcalfe will give a price for maintenance on the Parish Council footpath.

162/24 Trees, Woods and Hedges: The following matters were noted:

- a) **Trees:** Cllr Bavin confirmed that a Community Tree and Hedgerow Scheme has been launched via W&FC and will remain open to applications until 10 March. It was **Agreed** to submit an application for orchard trees and protection at Jubilee Wood and Hubbersty Head.
- b) **Hedges:** Cllr Young confirmed that the bridge adjacent to her property had been repaired but the associated bridleway was virtually impassible due to the hedge having blown over and onto it. This had been reported to LDNPA, but it appears that this is a matter for which the landowner is responsible. Cllr. Young will provide more information on this.

163/24 Parish Land

- a) **Letting of Vacant Parish Land:** The rent from one property remains overdue. The RFO will send a further reminder for payment of the outstanding rent.
- b) **Parish Property:** The Clerk reported on continued progress with the addition of parish land to Parish Online. Photos, leases and changes to HMLR documentation are being added.
- c) **Inspection of Parish Land:** It was **Agreed** that the Parish Council will inspect its properties in May. The date will be confirmed and tenants advised as a matter of courtesy.
- d) **Noticeboard at the Old Post Office:** The Chair confirmed that the new noticeboard had been installed. The RFO will make arrangements to pay the installation fee to A. Metcalfe.
- e) **Wi-Fi in the Parish Room:** The Chair will speak to Matthew Dobson for advice on options including B4RN.
- f) **Generator for the Parish Room:** For the purposes of the application for grant, the Chair will confirm the size of unit required.
- g) **Storage Space in the Parish Room:** The Landowners are currently assessing the amount of archive space required and the timescale. The Chair will meet with Martin Casson in the Parish Room to discuss what might be available.

164/24 Neighbourhood Plan: Final amendments are being made to the draft Plan. It was **Agreed** to launch an informal community consultation to run from 24 March to 13 April. Copies of the Draft Plan will be made available at prominent local venues, and the consultation will be publicised via posters, in Two Valleys Parish News and on the website. A leaflet circulation, including background information and a Response Form will be posted out to all households. A drop-in session will be held in the Argles Memorial Hall on 31 March from 6.00 p.m. to 9.00 p.m. Louise Kirkup will attend. Following the informal consultation, a revised version will be prepared for the formal consultation stage.

165/24 The Annual Parish Meeting: It was **Agreed** to hold the Annual Parish Meeting on 28 April at 7.00 p.m. The Chair will present a report of the Parish Council year, and the Clerk will ask village organisations to offer presentations or reports on their recent activities.

166/24 Environmental Initiatives:

- a) **Annual Litter Pick:** It was confirmed that Mary Harkness, assisted by Cllr Perry will organise the Annual litter pick from 12 March to 01 April. Support from Cllr. Bavin had already been noted. Unfortunately, the advert submitted to Two Valleys News by the due date had not been included.
- b) **Community Orchard:** Efforts are now being directed towards support from W&FC's Community Tree and Hedgerow Scheme mentioned earlier.
- c) **Other Environmental Initiatives:** Councillors had noted the circulation of various updates in environmental initiatives by CALC and W&FC. CLEAN continues to be active with involvement in several events and initiatives.

167/24 Finance: Councillors noted the following report by the RFO:

- a) There had been the following receipt (other than investment income) since the last meeting:
Rent received: £ 20.00
- b) There had been no receipts since publishing the Agenda.
- c) The Npower payment for January 2025 was: £ 78.35
- d) The following payments were **Approved**:
 - i) M R Curry - Salary and expenses February 2025: £ 424.17
 - ii) HMRC - PAYE on above salary: £ 103.60
- e) There were no payments falling due since publication of the Agenda.
- f) The 2025/26 Financial Risk Assessment: The RFO had reviewed the Financial Risk Assessment for 2025/26 and he confirmed that other than amending headline dates in the document, no changes were required. Councillors **Approved** the Financial Risk Assessment for 2025/26.
- g) The bank balance at 28 February 2025 was £27,797.34 and Councillors authorised the Chair to counter-sign the bank statement

168/24 Policies and Procedures

The Clerk advised that key policy documents should be reviewed and approved as part of the Annual Governance and Accountability Return. Existing policies are: Standing Orders, Code of Conduct, Privacy Notice, Complaints Procedure and the Grants and Donations Policy. These are all on the website (under Accounts and Governance) and Councillors were asked to familiarise themselves with the current versions. The Clerk will review and make recommendations for approval (or amendment if required) at the next meeting. The Chair recommended that the following new policies be added: sexual harassment, bullying and harassment and that there should be a job description for the Chair. The RFO will continue to keep Financial Regulations under review.

169/24 Correspondence:

- a) **Updates from CALC and other Agencies:** Councillors noted that these had been circulated as appropriate.
- b) **Specific items of correspondence:** No specific items of correspondence, other than those raised during the meeting, were reported.
- c) **Correspondence received since publishing the Agenda:** No additional correspondence had been received since publishing the Agenda.

170/24 Items 'for Information': Cllr. Young asked for her apologies for the next meeting to be noted.

171/24 Councillors' Issues to be Raised: A concern was raised about car parking arrangements around the Lloyds Garage at Gilpin Bridge. Parking by staff, customers and for business purposes was spread along the road causing inconvenience and occasionally blockages as new vehicles were unloaded. It was acknowledged that this was in Levens Parish Council area and the Clerk undertook to relay this concern. The manager of the garage was known to a Councillor who offered to have an informal word.

Date of the Next Meeting: It was confirmed that the next meeting of the Parish Council will be held on **Monday 07 April 2025**

The meeting finished at 9.18 p.m.

Signed as a correct record:

Date: