

To members of Crosthwaite and Lyth Parish Council - You are summoned to the following meeting  
**of Crosthwaite and Lyth Parish Council**  
**to be held in the Argles Memorial Hall on Tuesday 01 June 2021 at 7.00pm**  
(contact details for clerk [crosthwaiteandlyth.pc@hotmail.co.uk](mailto:crosthwaiteandlyth.pc@hotmail.co.uk) )

The meeting room is limited to 20 members of the public.  
Please contact me if you wish to attend places are on a first come first served basis.

#### MEMBERS

Cllr Mary Harkness (Chair), Cllr Angela Dobson (Vice Chair)  
Cllr Lisa Bibby, Cllr Matthew Dobson (\*), Cllr Edward Sharp, Cllr Andrew Metcalfe, Cllr Robert Sykes

#### Invited :

Cllr Jim Bland - County Council Representative  
Cllr John Holmes - District Council Representative  
PCSO Jayne Park - Police

Members of the public are also invited to attend and have the opportunity to speak in item 7 only.

#### AGENDA

1. Apologies
2. Declaration of interest
3. Dispensations
4. Minutes of the previous meeting held on 05 and 18 May 2021  
**For consideration and if agreed as true and accurate record to be signed by the Chairman**
5. Items carried forward from the previous meeting but not covered on this agenda
6. Chairman's Announcements
7. Open Session – Members of the public have the opportunity to make representations, answer questions and give evidence in respect of any item of business on the agenda
8. Reports
  - a. County Councillor Jim Bland
  - b. District Councillor John Holmes
  - c. Police
9. Planning
  - a. 7/2021/5365  
Location : Field no. SD4391 4592. Starnthwaite, nr Crosthwaite  
Proposal : Erection of 6 timber retreat lodges  
Reply by : 11 June
  - b. 7/2021/5376  
Location : Field at Starnthwaite, Crosthwaite  
Proposal : to erect a field shelter for sheep, feed, and storage, including a perimeter stock fence creating a sheep handling area. Currently there is no enclosed shelter on the site, only an open handling pen in another field which is across the river Gilpin  
Reply by : 08 June
10. Finance
  - a. Bank balance at 26 April  
£ Business account  
£ Business Premium Account
  - b. Martin French (Wages) £ 148.40(20 hours)
  - c. HMR&C £ 37.00 (PAYE)
  - d. NPower £ (April acct)
  - e. Groundworks £ 4,834.74 (repayment of grant 20/21)
  - f. Julie Hartley (Internal Audit) £ 75.00
  - g. Chris Smith £ TBA
  - h. Lengthsman Insurance £ TBA
  - i. It is **proposed** that above payments are made, and receipts recorded
11. Budget, Cash Book, Income and Expenditure
  - a. Circulated prior to the meeting

12. Internal Audit
  - a. Comments from the Internal Audit, circulated prior to the meeting
13. Annual Governance and Accountability Return (circulated prior to the meeting)
  - a. Annual Governance and Accountability Return  
(the following documents have been circulated to councillors prior to the meeting)
    - i. Internal Audit Report (Part 2 Page 4)  
It is **proposed** to accept the Internal Audit Report
    - ii. Annual Governance Statement (Part 2 Section 1 Page 5)  
It is **proposed** that the Chairman and Clerk sign the above statement
    - iii. Accounting Statement (Part 2 Section 2 Page 6)  
It is **proposed** that the Chairman and Clerk sign the above statement
    - iv. Certificate of Exemption (Part 2 Page 3)  
It is **proposed** that the Certificate of Exemption is signed.
    - v. Notice of Confirmation of Public Rights
14. The Annual Parish Meeting
  - a. A format and date for the meeting
15. The Donkey Field
  - a. Correspondence has been circulated regarding an offer to purchase
16. Neighbourhood Plan
  - a. It is **proposed** that the Council takes the Neighbourhood Plan forward and that it is completed as soon as possible.
  - b. It is **proposed** that the Council review the approach currently being taken to expedite the process.
  - c. It is **proposed** that the Council recruit new members to the Neighbourhood Plan advisory group.
  - d. Update from the Neighbourhood Plan Steering Group along with proposals for the current year
17. Planting of an Oak Tree to commemorate Prince Philip the Duke of Edinburgh
  - a. Location for the tree
18. The Greening Campaign – RS
  - a. update
19. Helsington Moss Bridge – AM
  - a. To receive comments regarding timing and completion
20. Clapper Bridge scrub clearance – AM
  - a. Correspondence received regarding the clearance of scrub
21. Communications
22. Date of Next Meeting
  - a. Parish Council Meeting Tuesday 06 July 2021 starting at 7:30p
  - b. Annual Parish Meeting date TBA

.....*Martin J French*.....

Martin J French (Clerk)

Dated:- 25 May 2021