

**Minutes of Crosthwaite and Lyth Parish Council**  
**held in the Parish Rooms, Crosthwaite on Tuesday 03 September 2019 at 7.30pm**

MEMBERS PRESENT

Cllr Robert Sykes (Chairman)  
Cllr Evelyn Brookes, Cllr Matthew Dobson (\*), Cllr Tracy Johnson,

**Invited :**

Cllr John Holmes - District Council Representative

**AGENDA**

**1. Apologies**

Cllr Roger Smith, Cllr Mary Harkness, Cllr Bruce Worsley, Cllr Jim Bland

**2. Declaration of interest**

None

**3. Dispensations**

None

**4. Minutes of the previous meeting held on 02 July 2019**

The minutes had been circulated prior to the meeting and it was **proposed** that they are accepted as a true and accurate record of the meeting.

The Council **RESOLVED** to accept the minutes which were signed by the Chairman

• **Action**

- Clerk to post to web site

**5. Chairman's Announcements**

None

**6. Open Session**

1 member of the public present

**7. Reports**

- a. County Councillor Jim Bland

Apologies for absence

- b. District Councillor John Holmes

Cllr Holmes had circulated a report prior to the meeting. He added that he will take up with Cllr Jim Bland the issue of a replacement sign for 'The Row'.

Cllr Holmes also provided a report on the Joint Parish Council/Highways England working party on the A590. In brief the consultation was positive and proposal will move forward with feasibility study and funding requests. Small changes may be made in the near future with major works possibly being completed by 2024 which would probably include a twin roundabout at the A5074/A590 junction.

- c. PCSO Jayne Park

None

The Clerk confirmed that he had forwarded concerns raised about a possible poaching incident.

- d. Clerk – Martin French

The Clerk confirmed that he had carried out the actions set out in the July minutes

## 8. Planning

- a. 7/2019/5359  
Location : Michael Yeat Bungalow. Lyth, Kendal LA8 8DD  
Proposal : Installation of new sewage treatment plant and drainage filed  
  
No Objection

## 9. Finance

- a. Bank balance at 26 March                      £ Business account              £ Business Premium Account  
No statement received yet for end of August. The Cash Book shows a Business Account balance of £5730.42
- b. Cash Book and Income and Expenditure to date  
The Cash book was available for scrutiny
- c. Martin French (Wages)    £ 198.90 (30 hours over 2 months)
- d. HMR&C    £ 49.80
- e. Chris Smith (Lengthsman)    £ 116.74 (reimburse insurance)
- f. Chris Smith (Lengthsman)    £              awaiting invoice
- g. NPower    £ 52.76 (electricity to 30/06 - paid)
- h. Charles Walmsley    £ 59.95 (web hosting - paid)
- i. Charles Walmsley    £ 11.99 (VAT on web hosting - paid)
- j. It is **proposed** that above payments are made, and receipts recorded

The Council **RESOLVED** to accept the proposal

- **Action**
  - The Clerk to ensure cheques are signed, accounts paid and recorded

## 10. To review the Financial Regulations as supplied by NALC

- a. To make changes as necessary and to adopt these regulations  
No discussion at this time. The Regulations to go onto the October Agenda

- **Action**
  - The Clerk to forward the Financial Regulations to councillors
  - The Clerk to add to the October agenda

## 11. Steering Group for Neighbourhood Plan – Cllr Robert Sykes

- a. Update on grant application and other progress  
Simon Johnson (Chair NPSG) provided an update on progress over the last two months. Full details can be seen on the Neighbourhood Plan web pages -  
<http://www.crosthwaiteandlyth.co.uk/neighbourhoodplan.php>
  - a. The Group are continuing to look for new people to get involved, and Graham Paine has recently joined the group
  - b. The Group would like to communicate directly to as many parishioners as possible by e-mail and ask the Parish Council to do this.
  - c. The Group has received a quote from Kirkwell for consultancy work on the Neighbourhood Plan which will need to be used in the Grant application. The original quote has been revised down to £6000, The Group confirmed that considerable effort had been made to speak with suitable consultants but only Kirkwell came forward to quote.
  - d. Grant application to year end 31 March 2020 is now £6249 with the balance to £9000 being applied for after 01 April 2020
  - e. The time line for completion of the plan now revised to March 2021

The following points were agreed by the Council :-

- That the Parish Council would set up a system to communicate to parishioners by e-mail.
- That the timeline for completion has changed to March 2021

It was **proposed** that Graham Paine is appointed to the Neighbourhood Plan Steering Group.

The Council **RESOLVED** to accept the proposal.

It was **proposed** that the revised quote from Kirkwell is used in the Grant application and that the Clerk should complete the application.

The Council **RESOLVED** to accept the proposal

It was **proposed** that should the grant application should be successful Kirkwell is accepted as the preferred consultant and that the Steering group is authorised to work with Kirkwell within the budget provided.

The Council **RESOLVED** to accept this proposal

- **Action**
  - The Clerk to complete the Grant application
  - The Clerk to place notices asking for parishioners to join the Group
  - The Clerk to set up a Mail Chimp account to circulate information

#### **12. Cumbria County Council**

- a. Working Together service – Lengthsman and Volunteers  
The Clerk confirmed that he had contacted Cumbria County Council regarding this matter

#### **13. Overnight lights on in the village**

No further action on this matter

#### **14. Village Walkway and Speed limits**

- a. To confirm receipt of update from Cllr Roger Smith (circulated to councillors)  
An update from Cllr Smith had been circulated to councillors

#### **15. Hubbersty Head and the Rivers Trust**

A report on the survey carried out by the Rivers Trust, and provided by Cllr Mary Harkness, had been circulated to councillors.

No firm offer of interest has been received regarding the Hubbersty Head lease.

#### **16. Village Lengthsman**

The Lengthsman is now in post. Parish Council contact regarding the Lengthsman is Cllr Mary Harkness. The Clerk is awaiting the first invoice from the Lengthsman.

#### **17. Communications**

Matters to be communicated to the Westmorland Gazette, the Web Site, and the Two Valleys News

- **Action**
  - The Clerk to send minutes to Anne Douglas (Westmorland Gazette correspondent)
  - The Clerk to post minutes to the Web Site
  - The Clerk to write a piece for the Two Valley News

**18. Date of Next Meeting**

- a. Parish Council Meeting Tuesday 01 October 2019 in Parish Rooms start 7:30pm

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CLLr Robert Sykes (Chairman)

Dated:- 01 October 2019

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