

## CROSTHWAITE AND LYTH PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited to attend an Ordinary Meeting of Crosthwaite and Lyth Parish Council to be held on **Monday 03 November 2025 at 7.30pm in the Parish Room, Crosthwaite** for the purposes detailed in the following Agenda:

### AGENDA

1. **Apologies:** To note any apologies received and the reasons for absence.
2. **Minutes:** To authorise the Chair to sign the Minutes of the meeting held on 13 October 2025 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 including confirmation of Annual Appraisals held with the Clerk and RFO immediately preceding the meeting and relevant outcomes.
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 reports from Councillors attending events or meetings not otherwise on the Agenda.
  - b) To receive a report on any relevant matters from the Westmorland and Furness Councillor including update on the Community Governance Review
  - c) To receive any relevant information from Cumbria Police including the Cumbria Constabulary Neighbourhood Policing Pledge meeting held on Monday 20th of October 2025.
8. **Planning**
  - a) **Applications Received:** To note any planning applications received from LDNPA and circulated to Members of the Council since the last meeting: No new planning applications were received from LDNPA since the last meeting
  - b) **Applications Received since publishing the Agenda:** To note any planning applications received after publishing the Agenda – To be advised if applicable.
  - c) **Responses:** To note the following responses submitted to LDNPA following consideration by the Parish Council:
    - i) 7/2025/5472: **Ghyll Head Farm, Crosthwaite, Kendal, LA8 8JB** - Conversion of barn to additional habitable accommodation, demolition of existing link extension and replacement new link extension. **No Objection submitted 13/10/2025** (see 8(d)(i) below).
    - ii) 7/2025/5485: **High Birks Farm, Crosthwaite, Kendal, LA8 8BX** - Solar PV array and air-source heat pump; replacement windows and doors; conversion of existing windows into doors; removal ground floor improvements to improve thermal performance and airtightness. **No Objection submitted 13/10/2025.**
  - d) To note decisions on planning applications since the last meeting:
    - i) 7/2025/5472: **Ghyll Head Farm, Crosthwaite, Kendal, LA8 8JB** - Conversion of barn to additional accommodation etc. No Objection submitted 13/10/2025. Application **Refused:** The extensions and alterations by reason of their design, form, scale and materials would fail to conserve the traditional character and appearance of the existing building group.
    - ii) T/2025/0162: **Hollow Clough, Ghyll Wood, Crosthwaite LA8 8HX** – Oak tree: remove hanging branch. No Objection submitted. **ACON 28/10/2025.**
  - e) To note any other planning matters:
    - i) 7/2025/5331 - **Land off Woodside Road, Crosthwaite, Kendal** – To receive an update on Parish Council response following the review of earlier decision.
    - ii) T/2025/0194: **Old School, The Howe, Lyth LA8 8DF** – Application to fell 30 ash trees with die-back.
    - iii) Schedule of Developments: To note updates on other planning matters (Schedule to be circulated).
9. **Highways and Footpaths**
  - a) Highways: To consider any matters not raised in the report from Westmorland & Furness Council
  - b) Possible 30-m.p.h. zone for Crosthwaite: To receive an update.
  - c) Grass cutting and any other footpaths / track matters: To note that Chris Smith has been requested to trim back verges.

## 10. Trees, Woods, Hedges & Grass:

- a) Trees and Woods
  - i) Orchard, Jubilee Wood: To receive an update on the grant from Community Tree and Hedgerow Planting Grant Scheme.
  - ii) Lyth Valley Damsons – community cooperative: To receive an update from Cllr. Harnby.
- b) Hedges and Grass: To note that A. Fawcett will attend to hedge trims. Schedule of hedges required.

## 11. Parish Land

- a) To receive an update on matters relating to property management including update of leases
- b) Maintenance of Parish Assets: Verbal Report.
- c) The Parish Room – windows, cleaning and wi-fi.

## 12. Neighbourhood Plan:

- a) To receive an update on the current position with the Neighbourhood Plan
- b) To receive an update on the development of a Strategic Plan
- c) To receive feedback from the meeting of neighbouring parish councils held on 16 October.

## 13. Environmental Initiatives: To note any current environmental initiatives.

## 14. Finance:

- a) Receipts: To note there has been the following receipt other than investment income since the last meeting:
  - i) Rents received: £ 128.00
- b) To note any receipts since publishing the agenda
- c) To note that the Npower payment for September 2025 is: £ 35.83
- d) Payments: To approve the following payments:
  - i) M R Curry - Salary and expenses October 2025: £ 362.97
  - ii) HMRC – PAYE & NIC on above salary: £ 240.02
- e) To note any payments due since publishing the Agenda
- f) To approve the appointment of Jean Airey as Internal Auditor for 2025/26
- g) To receive and consider the receipts and payments account for the half-year ended 30 September 2025 and the bank reconciliation at that date
- h) To receive and consider the half-year budget comparison 2025/26
- i) To note the bank balance at 31 October 2025 and authorise the Chair to counter-sign the bank statement.

## 15. Governance:

- a) To receive a report on progress with implementing the requirements of Assertion 10 (digital and data protection responsibilities).
- b) To approve the proposed Information Technology Policy (draft circulated 29/09/2025).

## 16. Correspondence: To note any other correspondence received and not included as part of 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.
- b) To consider any specific items of correspondence received
- c) To note any correspondence received since publishing the Agenda.

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

## 18. Councillor's issues to be Raised – No discussion to take place on these matters but will be placed on the next Agenda.

**Date of the Next Meeting** – To confirm the date of the next meeting of the Parish Council Meeting to be held on 01 December 2025.

Martin Curry, Clerk to the Council

Tel: 07388-920410 Email: [crosthwaiteandlyth.pc@hotmail.co.uk](mailto:crosthwaiteandlyth.pc@hotmail.co.uk)

Website: [www.crosthwaiteandlythpc.co.uk](http://www.crosthwaiteandlythpc.co.uk)

29 October 2025