

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 13 October 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 01 September 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.
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 / meetings not otherwise on the Agenda.
 - b) To receive a report on any relevant matters from the Westmorland and Furness Councillor.
 - c) To receive any relevant information from Cumbria Police.
8. **Planning**
 - a) To note that the following planning applications were received from LDNPA and circulated to Members of the Council since the last meeting:
 - i) T/2025/0162: **Hollow Clough, Ghyll Wood, Crosthwaite LA8 8HX** – T9 oak tree: remove broken, hanging branch in the lower crown to the south at 3-4m. Deadline for comment 30 September; for response see (C) below.
 - ii) 7/2025/5472: **Ghyll Head Farm, Crosthwaite, Kendal, LA8 8JB** - Conversion of attached barn to additional habitable accommodation, attached garage and demolition of existing link extension and replacement new link extension. Comments by 06 October – extension granted.
 - iii) 7/2025/5485: **High Birks Farm, Crosthwaite, Kendal, LA8 8BX** - In-roof solar PV array and air-source heat pump; replacement windows and doors (like-for-like); conversion of 3 existing windows into doors; removal of internal ground floor wall and fabric improvements to improve thermal performance and airtightness. Comments by 08 October.
 - iv) 7/2025/5106: **Orchard Barn, Crosthwaite, Kendal, LA8 8HS** - Alterations to S elevation to create new gable end. Extension of roof line on W elevation, replacing stone pillars with oak supporting structure and lowering existing patio to a single level. Remove internal non supporting wall to create open living area. Deadline for comment: 27 October 2025.
 - v) 7/2025/5463: **Field near Broadoak, Crosthwaite, LA8 8JL** - Permission for a field shelter for 2 ponies (retrospective). Comments by 29 October 2025 (see 8(e)(iv) below).
 - b) To note any planning applications received and circulated to Members of the Council after publishing the Agenda – To be advised if applicable.
 - c) To note the following responses submitted to LDNPA following consideration by the Parish Council:
 - i) T/2025/0162: **Hollow Clough, Ghyll Wood, Crosthwaite LA8 8HX** – T9 oak tree: To ratify the email decision not to object (subject to observations) made and submitted between meetings.
 - d) To note decisions on planning applications since the last meeting: No decisions have been notified since the last meeting.
 - e) To note any other planning matters:
 - i) **Special Motion: 7/2025/5331 - Land off Woodside Road, Crosthwaite, Kendal** – To note a Special Motion received by the Clerk on 25 September supported by three Councillors requesting a review of the decision of the Council made on 07 July 2025 relating to a self-build agricultural workers dwelling. Objection submitted 10/07/2025 – decision pending.

- ii) LDNPA Notice under Article 38 of Proposal for Local Development Order Granting Planning Permission (septic tanks / sewage treatment plants) (Circulated to Councillors 18/09/2025)
- iii) Fairground vehicles – lay-by parking: To note further observations.
- iv) Schedule of Developments: To note updates on other planning matters (Schedule to be circulated).

9. Highways and Footpaths

- a) Highways: To consider any highways matters not raised in the report from Westmorland & Furness Council including any update on a possible 30-m.p.h. zone for Crosthwaite.
- b) 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 on any developments.
- b) Hedges and Grass: To note that Alan Fawcett will attend to hedging requirements. Schedule of hedges required.

11. Parish Land

- a) To receive an update on matters relating to property management including update of leases
- b) Potential let of Hubbersty Head
- c) Maintenance of Parish Assets: Verbal Report.
- d) 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 note the development of a Strategic Plan
- c) To note the Joint Meeting of neighbouring parish councils to be held in Newton-in-Lindale on 16 October.

13. Environmental Initiatives: To note any current environmental initiatives including an approach from a resident on behalf of the Cumbria Climate Assembly.

14. Finance:

- a) Receipts: To note there has been the following receipt other than investment income since the last meeting:
 - i) Barclays Bank compensation: £ 200.00
- b) To note any receipts since publishing the agenda
- c) To note that the Npower payment for August 2025 is: £ 33.89
- d) Payments: To approve the following payments made between meetings:
 - i) M R Curry - Salary and expenses September 2025: £ 362.46
 - ii) M R Richardson – Salary & expenses July – September 2025: £ 544.77
- e) To approve the following payments:
 - i) HMRC – PAYE & NIC on the above salaries: £ 342.37
- f) To note any payments due since publishing the Agenda
- g) To agree that the upper Spinal Column Point (SCP) in the Clerk's and the RFO's contracts be removed so that the applicable SCP will be one point higher on 01 April each year. For the current year, this amendment will take effect on 01 October 2025 and their pay will then be based on SCP24 (50p per hour higher than SCP23) moving to SCP25 on 01 April 2026.
- h) To note the bank balance at 30 September 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 consider the adoption of an Information Technology (IT) Policy (draft circulated 29/09/2025).
- c) To note CALC AGM on 04 October.

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 (Including notes of appreciation from The School and Playgroup, otherwise to be advised)
- 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 03 November 2025.

Martin Curry, Clerk to the Council

Tel: 07388-920410 Email: crosthwaiteandlyth.pc@hotmail.co.uk

Website: www.crosthwaiteandlythpc.co.uk

08 October 2025