

CROSTHWAITE AND LYTH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting

held on Monday 11 May 2026 at 7.30 p.m. in the Parish Room, Crosthwaite

Present: Cllrs Angela Dobson, D. Atkinson, J. Perry, E. Sharp.

In Attendance: Cllr. S. Bavin (Westmorland & Furness Co.), Martin Curry (Clerk), Malcolm Richardson (Responsible Finance Officer – RFO). No members of the public were present.

01/26 Election of Chair: Having indicated her willingness to stand, Cllr. Dobson was proposed by Cllr. Atkinson and seconded by Cllr. Perry. There being no other nominations, Cllr. Dobson was elected Chair of Crosthwaite and Lyth Parish Council for 2026-27. She thanked her fellow Councillors for appointing her as Chair and signed a Declaration of Acceptance of Office.

02/26 Apologies: Cllrs. G. Harnby, H. Young (reasons for absence were accepted and noted).

03/26 Minutes of the meeting held on the 13 April 2026: it was **Resolved** that the Minutes of the meeting held on 13 April 2026 be signed by the Chair as a true record.

04/26 Declarations of Interest: No declarations of interest were submitted.

05/26 Requests for Dispensation: No Requests for Dispensation had been submitted.

06/26 Election of Vice-Chair: Having indicated his willingness to stand, Cllr. Sharp was proposed by Cllr. Dobson and seconded by Cllr. Perry. There being no other nominations, Cllr. Sharp was elected Vice-Chair of Crosthwaite and Lyth Parish Council and signed a Declaration of Acceptance of Office.

07/26 Meeting Dates 2026-27: The following dates for meetings of the Parish Council were **Agreed:**
2026: 01 June, 06 July, 07 September, 05 October, 02 November, 07 December
2027: 01 February, 01 March, 05 April, 10 May.

08/26 Representation on Outside Bodies: The following were nominated as Parish Council representatives:
Argles Memorial Hall: Cllr. Perry
The Landowners of Crosthwaite and Lyth: Cllr. Atkinson
The Charitable Trust: Cllr. Young. It was **Agreed** that work was required to clarify the purpose of the Charity and the role of the Trustees. Cllr. Dobson will provide contact details.
Other roles were confirmed:
Highways and footpaths: Cllr. Perry
Maintenance: Cllr. Atkinson
A590 Working Group: Cllr. Sharp
Emergency Plan: Cllrs. Dobson & Young
Website: Cllr. Dobson

09/26 Chair's Announcements: The Chair thanked her fellow Councillors for their continued work and support of the Parish Council. She confirmed her apologies for being unwell on the day of the Annual Parish Meeting and being unable to attend as a result. She confirmed that she had been in discussion with the Snooker Club about the use of the Parish Room. Her proposals to install a shelf for their use and to introduce an Incident Book for the Room were **Approved**. Formalising use of the room may be considered in due course. It was also noted that renewed efforts should be made to fill the existing vacancy on the Council including advertisement in Two Valleys News.

10/26 Public Participation: There being no members of the public present, no matters were raised from the floor.

11/26 Reports:

a) Reports from Councillors on meetings not otherwise on the Agenda: No reports were offered.

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

- i) Measures are being taken to restrict heavy vehicles from crossing Underbarrow and Brigsteer bridges over the A590 after camera surveillance showed repeated breaches of the weight limit. The carriageways in either direction will be narrowed to 6' 6" in width to prevent heavy vehicles from crossing.
- ii) Following complaints made at the Annual Parish Meeting, Cllr. Bavin had passed a strongly worded note to the Head of Highways expressing the concerns of residents to the current state of local roads. He had received a verbal response that the worst sections would be addressed but it was agreed that an effective solution required more than filling potholes and patching.

- iii) Further highways matters were noted as follows:
 - The speed limit proposal for Crosthwaite had not progressed as priority was being given to current 20-m.p.h. applications - but the scheme remains for consideration. The proposal would stand more chance of success if a funding contribution could be offered. It was agreed that an indicative cost would be helpful.
 - Support was expressed for a drop-kerb on the pavement opposite the Parish Walkway - but again it would assist if the applicant offered to fund the work.
 - There will be short-term road closures at Starnthwaite in the coming weeks to facilitate work by Open Reach and Fibrus.
 - The A590 Working Group is to meet on 05 June
- iv) Cllr. Bavin is working with the Recreation Field to try to secure funds for the new children's play area.
- v) He reported that the Hare and Hounds at Bowland Bridge is now registered as an Asset of Community Value (ACV).

12/26 Planning

- a) **Applications received from LDNPA and circulated to Members of the Council since the last meeting:** The following application was considered:
 - i) 7/2026/5210 – **Lyth Valley Hotel, Lyth LA8 8DB:** Change of Use from Hotel to either a primary or main residence or short-term holiday letting accommodation. It was **Agreed** to submit No Objection to this application.
- b) **Applications received and circulated to Members of the Council after publishing the Agenda –** None had been received.
- c) **To note responses submitted to LDNPA following consideration by the Parish Council:**
 - i) 7/2025/5682 – **Land at St Mary's Church, Mill Lane, Crosthwaite:** Retrospective permission for Change of Use of former agricultural land to community memorial forest & associated access improvements. **Objection** submitted 14/04/2026. Application is under consideration.
- d) **Decisions on the applications since the last meeting:** The following were noted:
 - i) 7/2026/5153 – **Starnthwaite Ghyll Weir, Starnthwaite LA8 8LP:** Demolition of partly collapsed weir. No provision for consultation. **Determined** (in favour) 13/04/2026.
 - ii) 7/2026/5152 – **Land off Woodside Road, Crosthwaite:** Erection of self-build agricultural dwelling: variation of conditions on consent 7/2025/5331 relating to Conditions 2 (plans), 5 & 9 (materials). No provision for consultation. **Determined** (in favour) 22/04/2025.
 - iii) 7/2026/5143 - **Flodder Hall, Lyth, LA8 8DG:** Discharge of net biodiversity gain condition on 7/2025/5283 (Erection of slurry tower). No provision for consultation. Application remains under consideration.
 - iv) 7/2025/5670 – **Whitbarrow Lodge, Witherslack LA11 6SJ:** Replacement of septic tank with packaged treatment plant to serve 4 dwellings. **Granted** 16/04/2026.
- e) **To note any other Planning Matters:**
 - i) APP/Q9495/X/25/3376174 - **Plum Tree Cottage, Lyth LA8 8DD: Appeal** against refusal of Change of Use of land to a garden. No update had been received.
 - ii) EI/282351 – Highways Enquiry: Dropped curb to pavement, Oak Fold, Crosthwaite – previously reported at 11/26(b)(iii).
 - iii) Schedule of Other Developments: There were no updates on current cases to report. It was **Agreed** to open a conversation with planners at LDNPA to discuss feedback on enforcement cases and the concept of the public interest test where breaches of planning regulations were acknowledged but deemed not to be appropriate for enforcement.

13/26 Highways and Footpaths

- a) **Highways matters:** Other than those matters reported by Cllr. Bavin, no others were raised.
- b) **Speed Reduction Project:** Previously reported at Minute 11/26(b)(iii).
- c) **Public Transport Initiatives:** The installation of width restrictors on the half-joint bridges has effectively curtailed the possibility of a local service to Kendal via Crook. The situation will be monitored for further opportunities.
- d) **Autumn Litter Pick:** It was **Agreed** that this will be held between 07 – 20 September.

14/26 Trees, Woods, Hedges and Grass: The following matters were noted:

- a) **Trees and Woods**
 - i) Crosthwaite Orchard (Community Tree and Hedgerow Planting Scheme): A site meeting is to be arranged.

- ii) Lyth Valley Damsons: There was no update to report. The Westmorland Damson Society has indicated that it is looking at rejuvenation of Damson Day locally and is willing to support any proposals for 'Lyth Valley Damson' road signage.
- b) Hedges and Grass Cutting:
 - vi) It was confirmed that Alan Fawcett is still available to cut back hedges when appropriate.
 - vii) The Chair and Clerk are to meet to prepare the definitive map of grass and hedge cutting sites.

15/26 Parish Land

- a) **Letting of Vacant Parish Land:** It was noted that Ulverston Road Quarry remains vacant and its future will be considered at the next meeting.
- b) **Maintenance of Property Assets:** It was **Agreed** to accept a quote of £400 for the repainting of the Parish Room windows later in the year

16/26 The Annual Parish Meeting (APM)

It was noted that the APM had been held successfully on 20 April and the Draft Minutes have been published on the new website (www.crosthwaiteandlyth-pc.gov.uk). Though public attendance was low and many apologies had been received, a good number of reports had been submitted which were delivered by various people. In addition to strong representations about the state of the roads, concern had been expressed about the poor condition of the building site in the centre of the village which was now both an eyesore and a danger. This site has planning permission for eight houses which were not being built, and the land continues to deteriorate. Nationally it is a problem with planning permission granted but no building work done other than a material start which renders the situation untouchable under current law. Cllr Bavin reported that the Building Act does not provide a route to resolve this situation. It was **Agreed** to locate the original planning application and confirm whether work done to date amounts to a material start.

17/26 Crosthwaite and Lyth Strategic Plan: The Clerk reported that he had launched the draft Plan at the APM and that it was on the website. It was **Agreed** that Councillors would give it a final review before giving it formal approval at the next meeting and agreeing an implementation plan.

18/26 Finance:

- a) **Receipts:** The following receipts since the last meeting (other than investment income) were noted:
 - i) Rents received: £ 30.00
 - ii) Precept - Westmorland & Furness Council: £ 15,210.00
- b) **Receipts since publishing the Agenda:** There had been no receipts since publishing the Agenda
- c) **Npower:** The following Npower payment for March 2026 was noted: £ 52.37
- d) **Payments:** The following payments were **Approved:**
 - i) M R Curry - Salary and expenses April 2026: £ 472.97
 - ii) HMRC – PAYE and NIC on above salary: £ 130.02
 - iii) CALC - Annual subscription 2026/27: £ 255.39
 - iv) Zurich Insurance - Annual insurance premium to 31 May 2027 (revised from the amount published on the Agenda to take account of a Long Term (3-year) Agreement): £ 533.74
- e) **Further Payments:** The following payments notified since publishing the agenda were **Approved:**
 - i) G.D. Airey – Internal Audit Fee: £ 93.00
 - ii) A2A – Domain name registration and web hosting fee: £ 144.00
- f) **Receipts and Payments:** Councillors received and noted spreadsheets from the RFO showing receipts and payments for the 2025-26 financial year and he confirmed that all figures had been reported in the Minutes of Parish Council meetings. He also submitted a bank reconciliation for the year showing a bank balance at 31 March 2026 of £21,113.76.
- g) **Sums Insured:** Sums insured under the insurance policy were confirmed and **Approved**. It was noted that the main asset covered was the Parish Room at £269,500.
- h) **Asset Register:** The RFO presented the Asset Register at 31 March 2026 which was **Approved**.
- i) **Internal Audit:** The RFO presented the Internal Auditor's Report for 2025-26 which noted a high standard of record keeping and confirmed a true and accurate account of the Council's finance and governance records. The Internal Audit Report was **Approved**.
- j) **Certificate of Exemption 2025-26:** The RFO confirmed that the annual figures for both income and expenditure for the year fell below the threshold for a Limited Assurance Review thereby enabling the Council to submit a Certificate of Exemption. The RFO presented the Certificate (previously circulated) and Councillors **Resolved** that it be submitted. The Certificate was duly signed by the RFO and the Chair.

- k) **Annual Governance Statement 2025-26:** The RFO presented the Annual Governance Statement for 2025-26 which recorded the satisfactory discharge of governance requirements as confirmed by the Internal Audit Report. Councillors **Approved** the Statement which was signed by the Clerk and Chair.
- l) **Accounting Statement:** The RFO presented the Accounting Statement for 2025-26 which he had signed, and which was **Approved** by Councillors and signed by the Chair.
- m) **Public Rights:** Councillors received and **Approved** the Notice of the period for the Exercise of Public Rights which will run from the 03 June to 14 July 2026. The Notice will be published on the website and noticeboard.
- n) **Bank Balance:** The bank balance at 30 April 2026 was £19,509.36p and the Chair was authorised to countersign the bank statement.

19/26 Governance

- a) **Policy Documents:** The Clerk presented a paper that highlighted not only the number of policy documents but also the discontinuity of review and approval dates and the disparate formatting of individual papers. It was **Agreed** that he should conduct a general review and report back with proposals for approval.
- b) **Assertion 10:** It was **Agreed** that the primary requirements of Assertion 10 had been met and noted that both the new email addresses and website were active.

20/26 Correspondence:

- a) Councils noted that there had been no correspondence from individuals.
- b) Councillors noted that updates from CALC and other Agencies had been circulated as appropriate.
- c) No further correspondence had been received since publishing the Agenda.

21/26 Items 'for Information': There were no items raised under this item.

22/26 Councillors' Issues to be Raised

Other than matters under current discussion, no others were highlighted for inclusion on future agendas.

Date of the next meeting: It was confirmed that the next meeting of the Parish Council will be held on Monday 01 June 2026 in the Parish Room at 7.30 p.m.

Cllr. Atkinson submitted his apologies for the next meeting.

The meeting finished at 9.14 p.m.

Signed as a correct record:

Date: