

CLAIFE PARISH COUNCIL

I HEREBY GIVE YOU NOTICE that the next meeting of the Council will be held at **The Braithwaite Hall, Far Sawrey at 7.30pm on Tuesday 15th April 2025.**

Caroline Sharp Worth, Clerk clerk@claifeparishcouncil.org.uk

AGENDA

Please note meetings will be audio recorded.

1) Apologies To receive apologies for absence.

2) Declarations of Interest and Requests for dispensations to speak or vote on any matter on the agenda by elected or co-opted members.

3) Minutes

To authorise the Chair to sign the minutes of the meeting held on 25th February 2025 as a true record.

4) Public participation

a) to receive reports from

i) Police. Nothing to report.

ii) Unitary Councillor

iii) National Trust. Laura Lee, General Manager to attend.

Wray Castle restoration project update.

b) to receive comments and representations from members of the public in relation to any item on the agenda.

5) Councillor matters

Councillors to raise issues on behalf of residents. *Note: no decisions can be made on these matters, but they may be placed on a future agenda.*

6) Highways and gritting

a) Update on Hawkshead pilot gritting proposal.

b) To agree Councillor representative to attend surface dressing online briefing on April 22nd and points to be raised.

c) To note any issues arising from the Lakeland Trails event on 12th April.

7) Management of Parish Council land

a) Update on thinning of trees at:

i) Lakebank / Esthwaite

- ii) Ash landing.
- b) To report on damage to bridleway at Lakebank/Esthwaite land and steps to repair.
- c) Bridleway signage at Tarn Hill

8) Management plan for Memorial trees at Far Sawrey

9) Registration of Parish Council land Update.

10) Defibrillator status update.

11) Attendance of CALC Training courses

Clerk attended Clerk I and II training.

Councillor Knight attended Effective Councillor modules I and II.

To consider future course attendance requests.

12) Planning Applications

a) To note planning applications **with** provision for consultation:-

i) T/2025/0055 Tower Bank House, Near Sawrey, Ambleside, LA22 0LF Fell 1 conifer (T2). Cut down to stump on multi-stemmed non-native broadleaf (T1).

ii) 7/2023/5255 Pearsall House, The Ferry Landing, Far Sawrey, LA22 0LP. Conversion and change of use to hotel with associated landscaping. New waste water treatment scheme proposal. Deadline extended to 16 April 2025.

iii) T/2025/0059 Woodleigh, Near Sawrey, Ambleside, LA22 0LB. Fell 1 small cherry (T1). Crown reduce 1 small cherry by 2m (T2).

b)To note planning decisions made since the last meeting:-

Planning decision 7/2024/5550. Bryers Cottage, Far Sawrey, Ambleside, LA22 0LW. Erection of dwelling and associated infrastructure following demolition of existing dwelling.

Granted.

13) Advance Notice of Election of Parish member to Lake District National Park Authority.

Nominations at the AGM in May. May Agenda.

14) Consultation on Mayor for Cumbria. To note Councillors informed. Members of the public may respond. Closing date April 13th.

15) Consultation launched by Westmorland and Furness Council to help shape proposals for waste and recycling. Councillor/s available to share what may work for our Parish. 24 April at 6.45pm – Virtual meeting with CALC. Advise Clerk of interest.

16) To note new additions to website. Travel Actively Cumbria Website link. New Clerk / RFO and changed correspondence address amended. Road closures and traffic information One.Network. Wray Castle Resoration Project link added.

17) A permanent Clerk and Responsible Financial Officer has been appointed. Caroline Sharp Worth started on April 1st.

18) Financial Matters

- a)** To note the Year End bank balance on March 31st 2025 was £23,032.61. Opening balance for the Financial Year was £17,737.02. Note Tree Felling invoice to be paid from March for £5100 (see below).
- b)** Approval to setup monthly Direct Debit to HMRC for National Insurance and PAYE, saving postage and delay. Amounts calculated automatically on PAYE software each month, in line with tax regulations and as per proforma see point **h**).
- c)** To authorise the following payments: -
 - i) Community Heart beat emergency phone annual rental node 3301 Near Sawrey tel box, if confirmed, net amount £60.00 Vat £12.00 Total £72.00
 - ii) CALC Training course 3 x £20: Finance for RFO.
 - iii) GDPR subscription fee £52
 - iii) Tree felling invoice from March £4250 + VAT of £850 = £5100
 - iv) Clerk & RFO wage, see **h**) also:
chq to Clerk for £888.68 to be dated 21 April (mileage £45.45, payroll £843.23 net), corresponding HMRC NI & PAYE £140.06 (chq to "HM Revenue & Customs only" if too late for DD)
 - v) CALC subscription for the year due 31 August £173.62 (It was £165.28 LYR).
- d)** Cumberland bank account – change of account to allow for Business Internet Banking discussion – £3/month fee. Clerk to look at any further costs involved, if approved. Will allow Parish Council to invest the credit balance in an account which can sit alongside it and be interchangeable, earning 2.95% interest and instant access (£590 on £20,000).
- e)** Approval for RFO to be named on the bank account, no payment authorisation, just administrative. One signatory required on form and needs adding to minutes and returning with minutes to bank.
- f)** HMRC Payroll Year End completed online 5 April.
- g)** HMRC VAT reclaim completed for Financial Year 2024/25. £994. To update when credited to bank.
- h)** To consider adoption of proforma payment schedule of Clerk and RFO salary to enable monthly payroll. Circulated to Councillors.

19) Dates of future meetings to be agreed.

AGM to be held on 13th May at 7pm followed by PC meeting at High Wray Village Hall.