

Claife Parish Council
Minutes of the Annual Parish Meeting held at Braithwaite Hall
At 7.00 pm on Tuesday 23rd May 2023

Attendees: Parish Councillors A Brodie (Chair), S Hilton (Vice Chair), K Keighley, J Whitworth, Parish Clerk L Prescott & 3 members of the public.

040/2023 **Welcome**

Councillor Brodie welcomed everyone to the meeting.

041/2023 **Minutes**

Resolved To approve the minutes of the Annual Meeting held on 3rd May 2022.

042/2023 **Chair's Report**

Councillor Brodie reported:

First, I would like to thank our Clerk and Councillors for all they do on behalf of the residents of Claife. With the tier reduction in local government resulting from the formation of a Unitary Authority on April 1st 2023, the role of Parish Councillors has become even more critical as a conduit of local views and needs.

Councillor vacancies hamper the capacity of your council to carry actions forward so applications for co-option, when vacancies arise, are welcomed from people who have lived or worked in Claife for at least a year, and desire to maintain and improve services for Claife communities.

In summary then, these have been the concerns and actions of your Parish Council this year:-

- Your Council appointed a Lengthsman who did some vital clearance work.
- The Windermere ferry advisory group held its last meeting in September 2022. As yet there has been no commitment by the Westmorland and Furness Unitary Authority to continue to formally engage with parish and town councillors on a regular basis.
- Winter gritting on non-priority routes has been stalled again because of a catch22 situation whereby CCC would not allow Hawkshead's contractor to access grit unless he had done a specified training. The route to access said training, to be provided by the Fire and Rescue Service from April 1st 2023, has not been established.
- Without guarantee of a gritting service, additional provision of grit boxes may be considered. However, this facility is dependent upon residents being prepared to apply the grit themselves and is subject to approval by Highways. Your council is currently seeking approval for a grit bin in Near Sawrey, so that residents can safely access the priority gritted B5285 during icy conditions.
- Potholes, diligently reported by your councillors, were filled before the new authority was vested but most are being washed out again due to the manual filling method used. Parish Council purchased traffic cones are being used to alert road users to the holes.
- Numerous planning applications have been considered by your Council. Council is particularly concerned to protect dark skies, the undeveloped nature and special landscape of the western shore of lake Windermere and the water quality of the catchment area.
- The Parish Council has replaced the Far Sawrey noticeboard. One side is reserved for PC use and is not accessible to the general public. Other notice boards have been repaired.
- Financial support has been given to High Wray to provide a defibrillator and to support grass cutting of the triangle and public planting in the village.
- An agreement has been made between Claife PC and the Tarn Hill playground Trust to safeguard the future of this green space for recreational use only.
- To celebrate the Coronation of Charles III on May 6th 2023, commemorative medals were given to all children, 16 years and under, living in the parish.
- Concerns regarding the water quality of the Windermere catchment area have received national attention. Your Councillors are engaging with other bodies to support monitoring.
- Regarding faster broadband connection, the parish now pins its hopes on Fibur but no plan to extend fibre provision to poorly served areas in the parish has been confirmed.
- Ash die-back disease is affecting many trees in the parish. The numerous Ash trees on the PC land beside Esthwaite Water will need to be felled in the interests of public safety.

Initialed Date

a) The Braithwaite Hall Trust

Councillor Hilton reported that a 3-phase electrical supply has been provided in order to improve the shower facilities, but further works refurbishment works are still needed. The new shed will be used for storage of furniture etc in future. The Hall requires on the support of bookings and car park revenue. The 2 main events held this year were for the Platinum Jubilee and the Coronation/May Queen.

b) Hawkshead Market Hall Trust

Councillor Hilton reported that the Tom McCann has resigned as Chair due to leaving the local area and Mary Alston has been elected. The pillars in the bottom room have been removed enabling events using a projector to take place. Hawkshead School will be performing in the hall this summer and through the artisans have not booked as frequently the Himalayan Group are returning. Finances are in a good condition, there have been boiler issues in the kitchen and funds have been spent on installing a feed for a temporary generator which could to be used if needed.

c) Hawkshead Grammar School Foundation

Roger Bonham forwarded a written report from Joanne Heather, read by the Chair:

Grants

The grant programme continued on similar lines to previous years. In September 2022 the following grants were awarded: thirteen for the university/college/ apprenticeship grant, eight for the transportation assistance grant, and one vocational grant. All applicants were awarded a grant, with total disbursement £15,000.

Museum & Library

The museum had a successful year in 2022 with increased admissions over 2019. Visitor footfall increased a further 20% in April 2023. Opening for 5 days Thursday-Monday works well outside of school holidays, and we plan to open 7 days/week during school holidays and half-terms this year with more activities for children. New exhibitions have been installed in 2023, including one celebrating local Sawrey boy William Carter Preston. Several items were renewed or replaced in 2022: the museum has new signage, new locks and a CCTV system and the museum interior was painted through the winter. There is a new leaflet and a broader range of of shop merchandise. The staff continue to generate new ideas to raise awareness of the museum and make it more of an asset to the community.

Meanwhile the library cataloguing and repair project continues with a small team of volunteers. About 25% of the books have been catalogued and volunteers are trained to do a range of minor repairs. Enquiries from academics and historians about the school and library continue to grow.

Property Rentals

All properties are occupied. The barn has been leased since spring 2022 by tenants running a camping pod rental business. They have tidied up the parking area outside the barn and installed a new gate, surfacing etc.

d) Windermere Ferry Advisory Group

Councillor Brodie reported:

- The Windermere Ferry Advisory Group held its last meeting in September 2022. As yet there has been no commitment by the Westmorland and Furness Unitary Authority to continue to formally engage with parish and town councillors on a regular basis. Reassurances have been given to your representative by Cllr Peter Thornton (Highways) that the UA is considering how to engage with stakeholders in the future.
- Cumbria County Council's plans for a replacement ferry were shelved by WFUA. Reasons given included rising costs of materials, funding uncertainty, and lack of suitable tender companies.
- Mallard is to continue in service with the addition of radar to improve its ability to run when there is poor visibility. Service however remains subject to frequent mechanical failure and weather-related limitations.

e) Community-Led Plan

Community Led Plans are based on the views of local people and organisations and inform the Parish Council and local authorities such as the planning authority and Unitary Authority about what the community wants maintained, improved, or changed. Plans are important because not only does the planning authority refer to local plans when making planning decisions, but they

are also a means of unlocking funding. Claife's plan was published in 2013 (see the PC website) and needs reviewing and updating.

044/2023 **Public Participation**

- a) A resident stated they were concerned by the deferral of the ferry replacement and suggested that fundings should be sought by the council from environmental organisations and the government. Another resident stated that the situation was hampered by the change to a Unitary authority and that the previous group did not engage adequately with the relevant stakeholders (parish councils, residents and ferry staff).
- b) A resident stated that the new west shore path alongside Lake Windermere is excellent and well used. They also stated that there should be engagement with the parish council in relation to the future development of the path through the parish.

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Signed & Approved by (Chair)

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Date

Claife Parish Council
Minutes of the Annual General Meeting of the Parish Meeting held at Braithwaite Hall
At 7.30 pm on Tuesday 23rd May 2023

Attendees: Parish Councillors A Brodie (Chair), S Hilton (Vice Chair), K Keighley, J Whitworth, Parish Clerk L Prescott & 3 members of the public.

045/2023 **Chairman**

Councillor Whitworth proposed and Councillor Keighley seconded Councillor Brodie as Chairman for the Council Year 2023/24. There were no further nominations.

Resolved To appoint Councillor Brodie as Chairman for the Council Year 2023/24.

046/2023 **Vice Chairman**

Councillor Brodie proposed and Councillor Keighley seconded Councillor Hilton as Vice Chairman for the Council Year 2023/24. There were no further nominations.

Resolved To appoint Councillor Hilton as Vice Chairman for the Council Year 2023/24.

047/2023 **Apologies**

Apologies were received and accepted from Unitary Councillor S Pender, Ms R Morey & Ms C Hails.

048/2023 **Requests for Dispensation**

None received.

049/2023 **Declarations of Interest**

None received.

050/2023 **Minutes**

Resolved The council approved the minutes of the last Annual General Meeting held on 3rd May 2022.

051/2023 **To appoint Representatives to Outside Bodies**

Resolved The following representatives were appointed to represent Claife Parish Council:

The Braithwaite Hall Trust – Councillor S Hilton

Hawkshead Market Hall Trust – Councillor S Hilton

Hawkshead Grammar School Foundation – Councillor J Whitworth

Windermere Ferry Advisory Group – Councillor A Brodie

Hawkshead Parish Council (re Ferry Group) – Councillor A Brodie

052/2023 **To appoint Committees and Sub-Committees**

Resolved To appoint the following:

a) Local Housing Sub-Committee – Councillors A Brodie, K Keighley & J Whitworth.

b) Lead on initiatives from the Community Led Plan – Councillor A Brodie

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Signed & Approved by (Chair)

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Date

Claife Parish Council
Minutes of Parish Council Meeting held at High Wray Village Hall
Following the Annual General Meeting of the Parish Council on Tuesday 3rd May 2022

Attendees: Parish Councillors A Brodie (Chair), S Hilton (Vice Chair), K Keighley, J Whitworth, Parish Clerk L Prescott & 3 members of the public.

053/2023 **Apologies**

Apologies were received and accepted from Unitary Councillor S Pender, Ms R Morey & Ms C Hails.

054/2023 **Requests for Dispensation**

None received.

055/2023 **Declarations of Interest**

None received.

056/2023 **Minutes**

Resolved The council approved the minutes of the last meeting held on 4th April 2023

057/2023 **Public Participation**

a) Reports were received as follows:

i) Police

The Clerk reported that the Police reported the following incident in March 2023 – 1 criminal damage at Near Sawrey.

ii) Unitary Councillor

No report.

iii) National Trust

No report.

b) Members of the Public

A member of the public expressed their objection on behalf of residents at Ferry House to the Planning Application at Pearsall House (7/2023/5255) on the grounds of highway safety, loss of privacy & overshadowing, noise nuisance, insufficient parking, water and waste water capacity, fire risk and light pollution.

058/2023 **Councillor Vacancies**

Two candidates have expressed an interest in the vacancies on the Parish Council. One has submitted a written application and the other is awaited.

Resolved To defer to the next Parish Council meeting.

059/2023 **Councillor Matters**

a) Councillor Hilton reported that the timber wagons using Stones Lane have now stopped so signs agreed at a previous meeting can now safely be reinstalled. He will therefore order and install the replacement signs.

b) Councillor Brodie reported that a resident raised concerns regarding a newly installed drainage pipe where water is being deposited on the road. This will be investigated.

060/2023 **Updates on Ongoing Issues and Actions**

a) Windermere Ferry

Refer to Annual Parish Meeting (item 043/2023)

b) Lengthsman

Councillor Brodie reported that the Lengthsman is now longer undertaking work for the Parish Council.

Resolved To employ contracts on an 'as required' basis.

c) Ash Landing

The Clerk reported that a meeting date has not yet been finalised with Hannah Teagle of the SCRT. Councillor Brodie reported that some tree works, fencing and signage was needed onsite.

Resolved A meeting date to be arranged with Hannah Teagle and circulated to Councillors.

d) Road gritting/snow ploughing arrangements

Initialled Date

Refer to Annual Parish Meeting (item 042/2023)

- e) New GP Surgery arrangements
Councillor Brodie reported that Hawkshead surgery is only open in the mornings on reduced hours and has no nurses available.
- f) Local housing
No report
- g) Requested new Grit Box at Near Sawrey
The Clerk reported that the site for the requested Grit Bin has been rejected by Highways as it doesn't fit their criteria. She has requested that they advise what site within Near Sawrey would fit their criteria.
- h) Coronation medals
Councillor Brodie reported that the medals have been distributed to all the children living in the Parish and they were gratefully received.

061/2023 **New Agenda items**

- a) Maintenance requirements on Council land
Councillor Brodie reported that ash trees on Council land should be checked by an arborist in relation to their condition. The Clerk reported she had contacted the original contractor in relation to footpath repairs at Esthwaite and is awaiting a reply.
Resolved Councillor Brodie to contact arborists for advice.
- b) Environmental & water quality issues in and around the Parish
Councillor Brodie reported that the monitoring currently being carried out by the FBA is the last they have funding for. She will circulate details of relevant events being held at Brockhole and in Windermere. The FBA and SCRT are both separately looking at invertebrate sampling in local waterways. Councillor Whitworth reported that he and Rowena Morey, together with Helen Tasker, have submitted 6 proposed sites for sampling within the Parish to SSCRT and are awaiting the go ahead.

062/2023 **Planning Applications**

- a) The following planning applications were considered:
 - i) T/2023/0038 (Tree Work in Conservation Area). Howe End, Far Sawrey, Ambleside, LA22 0LQ. Fell 1 beech tree, 2 sycamore, 5 ash trees and fir trees. Prune several trees (mainly ash, sycamore, willow and holly). Remove 2 dead trees that have fallen over.
Noted – decided prior to meeting (no objection).
 - ii) 7/2023/5286. The Bield, Cunsey, Ambleside, LA22 0LT. Demolition of the existing boathouse, construction of a replacement boathouse with dayroom and jetty and localised dredging and associated site works (following refusal of planning application 7/2022/5395).
Resolved To object to the application for the following reasons:
 - The building is not replacing an existing boathouse so is a new building.
 - The site would be overdeveloped and is inappropriate for the western shore of the Lake.
 - Sewage disposal would cause more pollution in the Lake.
 - Light pollution would be increased.
 - iii) 7/2023/5255. Pearsall House, The Ferry Landing, Far Sawrey, LA22 0LP. Conversion and change of use to hotel with associated landscaping.
Resolved To object to the application for the following reasons:
 - Highway safety risk increased as on route to busy Windermere Ferry crossing.
 - Increased light pollution of 15 occupied bedrooms and external lighting in car park & grounds,
 - Overdevelopment of site with limited outside space other than for car parking.
 - Overlooking/Loss of Privacy/Overshadowing the residents of Ferry House.
 - Inadequate Parking spaces for guest and staff.
 - Inadequate water supply and waste water management system.
- b) The following Planning Decision was noted:
 - i) 7/2023/5167. Apple Tree Cottage, 2 Townend, Far Sawrey, Ambleside, LA22 0LH.
Erection of shed and covered pergola in back garden and small side wall shed and small attached pergola. Granted with conditions relating to plans.

063/2023 **Financial Matters**

a) Audit 2022/23

i) Certificate of Exemption

The Clerk reported that as the Income and the Expenditure were both under £25,000 the Parish Council qualifies for a Certificate of Exemption.

Resolved The Certificate of Exemption 2022/23 was approved unanimously and was signed by Chairman and Responsible Financial Officer (Parish Clerk).

ii) Internal Audit Report 2022/23

The Clerk reported that the Internal Auditor has approved the Parish Council Accounts for 2022/23.

iii) Annual Governance Statement 2022/23

Resolved The Annual Governance Statement 2022/23 was approved unanimously and was signed by the Chairman and the Parish Clerk.

iv) Accounting Statements 2022/23

Resolved The Accounting Statements 2022/23 were approved unanimously and was signed by the Responsible Financial Officer and the Chairman.

b) Noted that the bank balance at 30 April 2023 was £18,100.91

c) **Resolved** To authorise payment of the following accounts:

Clerk's Salary (01/01/23 – 31/03/23)	£615.82
Clerk's Travel (13/2/2023) @ NJC rates	£13.50
Postage Stamps (2 nd Class)	£6.00
CALC/NALC subscription (2022/23)	£146.48
Internal Auditor (Paul Blackburn)	£75.00

064/2023 **Highways**

a) Usage of the traffic cones

Councillor Whitworth reported that of the 5 cones purchased to mark potholes in the Parish only 1 is still usable.

Resolved To purchase yellow spray paint to mark potholes.

b) Highways items to be reported

None.

c) Highways items reported

Reference	Details	Response
E/23846	Road junction markings faded / washed out. Junction of Stones Lane, Near Sawrey with B5285	Assigned to Highways Team
E/23783	Road surface deteriorating with multiple pot holes developing. B5285 near Sawrey House Hotel	Assigned to Highways Team
E/23796	Road surface from Belle Green to the entrance to the last house on the left of the lane.	Assigned to Highways Team
E/23823	Passing place sign broken off post and other one unreadable, B5285 between Near and Far Sawrey.	Assigned to Highways Team
E/23831	White lines at road junctions on B5285 in Near and Far Sawrey are faded / washed away and need replacing.	Assigned to Highways Team
E/70844	White lines faded at junction with B5285, half way up the ferry hill road.	Assigned to Highways Team
E/84443	Edge of road disintegrating - Cuckoo Brow Lane	Assigned to Highways Team
E/106309	A metre wide and very deep pothole on B5285 in middle of road.	Completed
E/119690	Blocked grid near High Wray Farm	Assigned to Highways Team
E/121178	Drain blocked, filled with debris.	Assigned to Highways Team
E/131765	Tarmac infill eroded- B5285 from Hawkshead to Sawrey East side of Pool Bridge	Assigned to Highways Team
E/131767	Grit bin empty - B5285 at bottom of Cuckoo Brow Lane, Far Sawrey LA22 0LQ	Assigned to Highways Team
E/131768	Grit bin empty - B5285 Top of Ferry Hill, Far Sawrey near junction with road to Cunsey	Assigned to Highways Team
E/131778	Drain blocked, full of debris - B5285 Far Sawrey. Next to grit bin at junction with Cuckoo Brow Lane	Assigned to Highways Team
E/131782	Drain blocked with debris. B5285 at Far Sawrey	Assigned to Highways Team
E/147750	Pothole B5285 Close to West Vale, Far Sawrey	Assigned to Highways Team
E/147748	Edge of road and potholes B5285 between Near and Far Sawrey	Assigned to Highways Team
E/147779	Multiple deep potholes between Joyey's Cafe and first cattle grid and gate as head towards Harrowslack	Highways team aware
E/148768	Grit bin requested for Near Sawrey	Assigned to Highways Team

065/2023 **Correspondence (for information only)**

The circulated correspondence was noted.

066/2023 **Date of Next Meeting**

Noted that the next Parish Council meeting will take place at 7.30pm on Tuesday 20th June 2023 at High Wray Village Hall (amended date).

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Signed & Approved by (Chair)

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Date

Initialled Date

Initialed Date