

**Claife Parish Council**  
**Minutes of the Annual Parish Meeting held at High Wray Village Hall**  
**At 7.00 pm on Tuesday 14<sup>th</sup> May 2024**

**Attendees:** Parish Councillors A Brodie (Chair), S Hilton (Vice Chair) & S Denyer, Parish Clerk L Prescott & 4 members of the public.

040/2024 **Welcome**

Councillor Brodie welcomed everyone to the meeting.

041/2024 **Minutes**

**Resolved** To approve the minutes of the Annual Meeting held on 23<sup>rd</sup> May 2023.

042/2024 **Chair's Report**

Councillor Brodie reported:

I would like to thank our Clerk for her administration of Council business and her valued support to Councillors. I also thank Councillors for all they do voluntarily on behalf of the residents of Claife. This year they have worked with Westmorland and Furness Unitary Authority (WFUA) officers and the Unitary Authority representative for our area, the National Trust, the Lake District Planning Authority, other Parish Councils, the Freshwater Biological Association, South Cumbria Rivers Trust, Hawkshead Primary School and additionally represent the Council on local bodies. The Parish Council were pleased to co-opt 2 new Councillors, Susan Denyer and Matthew Stanton bringing us up to a full complement. An election due in May 2024 was not contested and all vacancies were filled. The next Parish Council election is due in 2028.

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

- Unfortunately, the permanent lengthsman arrangement fell through, so the PC have resorted to hiring contractors ad hoc.
- Pedestrian signage improvements have been agreed for the section of Community path between Tarn Hill playground and High Crag, Near Sawrey.
- The Council have been trying, and will continue to try, to get WFC Highways department to provide access to training for snow ploughing and gritting and to supply grit for a contractor to deal with non-priority routes to High Wray, Cunsey, and the lanes in Near Sawrey.
- The January 2024 Snow Event highlighted the need for an arrangement for gritting and ploughing. The loss of mobile signal, electricity, and water supply where it is dependent on electric pumps, were some of the issues the PC shared with WFC. The event highlighted the need for a Claife Emergency Plan.
- Potholes continue to be reported by Councillors, but when filled they are soon washed out. This particularly wet winter has exacerbated the problem. Traffic cones purchased by the PC to alert road users of dangerously deep holes were damaged by passing vehicles and so will not be replaced.
- Consideration of planning applications continues to be a significant part of the role of Councillors. The Council is particularly concerned to protect woodland, dark skies, the undeveloped nature of the western shore of lake Windermere and the water quality of the catchment area.
- The PC continues to finance 3 defibrillators and their maintenance in Claife. Special thanks are due to Councillor Hilton who has volunteered to monitor them for faults.
- The Council has made a substantial grant towards water quality monitoring within Claife. Monthly sampling of Wilfin Beck is being carried out by volunteers working with South Cumbria Rivers Trust. Grants to North West Air Ambulance and High Wray Village Hall for planting and grass cutting have also been given.
- Windermere ferry replacement plans have been postponed. The ferry is currently undergoing its 5-year maintenance and refit. A parish councillor representing Claife and Hawkshead is now attending meetings with representatives of WFC, Cumbria Tourism, the National Trust, and other stake holder businesses.

043/2024 **Representative's Reports**

a) The Braithwaite Hall Trust

Councillor Hilton reported that the new showers in the Hall as now working and work has recommenced on the base for the new shed. The Hall relies on bookings from outside groups and large sporting events plus the car park for its income. The insulation is to be improved and then the heating system reviewed. Three new members have been recruited to the Trust committee.

b) Hawkshead Market Hall Trust

Councillor Hilton reported that there has been an ongoing leak in the hall which has caused damage and it partly covered by insurance. There is now a new tenant in Market Hall House. Bookings from the Himalaya group and Masons contribute the most income, but there are also bookings from the WI and others.

c) Hawkshead Grammar School Foundation

No report.

d) Windermere Ferry Group

Councillor Brodie reported:

The group was formed in September 2024. It replaces Cumbria County Council's Ferry Advisory Group. The new group is business and tourism focused. WFC Councillors make all decisions about fares. Highways reports are not always provided nor is the department always represented.

There have been improvements made regarding communication with the public. E mail Subscribers receive a daily service report and there are also daily reports on X and Facebook. There are updates at the ramps and for E subscribers on times of (usually 2 x daily) crew rest breaks.

The 5-year maintenance, refit and Marine and Coastguard Authority Inspection is expected, but not guaranteed, to be completed by May 24<sup>th</sup>.

Fares were increased in April 2024. Blue Badge holders still travel free but the group questions the affordability and necessity of this concession and fear it may jeopardise the future sustainability of the ferry.

e) Community-Led Plan

Claife's plan was published in 2013 (see the PC website) and will need reviewing and updating.

044/2024 **Public Participation**

a) A resident stated they were concerned about potholes causing punctures and a sinkhole in the road not being repaired for 15 months. They were snowed in for a week in the winter and need salt bins to enable them to clear the roads. The Unitary Council do not appreciate that when electricity supplies are cut that there is no water supply and no heating, combined with no access by road.

b) Two residents stated their concern regarding the relocation of the café at Ferry Landing which is now blocking access to the pavement and causing cyclists and pedestrians to go onto the road. This can be raised by the Parish Council with the Highways department.

c) A residents stated that developers at High Wray Bank have moved and damaged a grit bin near to the site entrance. They are also lighting the site 24/7 causing a nuisance to residents. The Parish Council can report the grit bin to Highways and the lighting to LDNPA.

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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 High Wray Village Hall**  
**At 7.30 pm on 14<sup>th</sup> May 2024**

**Attendees:** Parish Councillors A Brodie (Chair), S Hilton (Vice Chair) & S Denyer, Parish Clerk L Prescott & 3 members of the public.

- 045/2024 **Chairman**  
Councillor Hilton proposed and Councillor Denyer seconded Councillor Brodie as Chairman for the Council Year 2024/5. There were no further nominations.  
**Resolved** To appoint Councillor Brodie as Chairman for the Council Year 2024/25.
  
- 046/2024 **Vice Chairman**  
Councillor Brodie proposed and Councillor Denyer seconded Councillor Hilton as Vice Chairman for the Council Year 2024/5. There were no further nominations.  
**Resolved** To appoint Councillor Hilton as Vice Chairman for the Council Year 2024/5.
  
- 047/2024 **Apologies**  
Apologies were received and accepted from Parish Councillor K Keighley..
  
- 048/2024 **Requests for Dispensation**  
None received.
  
- 049/2024 **Declarations of Interest**  
None received.
  
- 050/2024 **Minutes**  
**Resolved** The council approved the minutes of the last Annual General Meeting held on 23<sup>rd</sup> May 2023.
  
- 051/2024 **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 – Defer to next meeting  
Windermere Ferry Group – Councillor A Brodie
  
- 052/2023 **To appoint Committees and Sub-Committees**  
**Resolved** To appoint the following:  
a) Local Housing Sub-Committee – Defer to next meeting.  
b) Lead on initiatives from the Community Led Plan – Defer to 2025.

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Signed & Approved by (Chair) .....  
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 14<sup>th</sup> May 2024**

**Attendees:** Parish Councillors A Brodie (Chair), S Hilton (Vice Chair) & S Denyer, Parish Clerk L Prescott & 3 members of the public.

053/2024 **Apologies**

Apologies were received and accepted Parish Councillor K Keighley.

054/2024 **Requests for Dispensation**

None received.

055/2024 **Declarations of Interest**

None received.

056/2024 **Minutes**

**Resolved** The council approved the minutes of the last meeting held on 16<sup>th</sup> April 2024.

057/2024 **Public Participation**

a) Reports were received as follows:

i) Police

The Clerk reported that a public order incident on Claife Heights was reported to the Police in March 2024.

ii) Unitary Councillor

No report.

iii) National Trust

Councillor Brodie advised that the National Trust no longer plan to move the Parish Council noticeboard from Hill Top car park, however they will be submitting planning applications in relation to new signs.

b) Members of the Public

i) A member of the public asked whether the Mountain Goat Bus needs a bus stop at Hill Top. Councillors do not know whether one is needed.

ii) A member of the public stated their objections Planning Application 7/2024/5189, specifically the wrong address being used, this is the third application (1<sup>st</sup> withdrawn and 2<sup>nd</sup> refused). Following a retrospective application being granted in 1981 the caravans were removed in around 2002 and replaced in around 2018. The current caravans have never been occupied and paint has been applied over the caravans and windows. Another resident's ponies grazed the land from 2012 to 2016 when no caravans were onsite.

058/2024 **Councillor Matters**

None.

059/2024 **Updates on Ongoing Issues and Actions**

a) Windermere Ferry

Councillor Brodie reported that the new email updates on the Ferry service are useful. A Mountain Goat Bus sign has appeared on Parish Council land at Ash Landing near the Jetty.

**Resolved** To contact the Mountain Goat Bus company to advise that their temporary sign is on Parish Council land.

b) Road gritting/snow ploughing arrangements

The Clerk reported that WFC do not provide their LANTRA winter training courses to non-WFC employees that Parish Councils want to undertake snow ploughing/gritting on untreated roads. Access to WFC grit is also not available for Parish Council contractors.

**Resolved** To contact CALC and other rural Parish Councils to issue a joint statement to WFC emphasising the need for training for these contractors. To contact WFC in relation to access to grit for Parish Council contractors.

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- c) Management of Council Land  
Councillor Brodie will meet with Richard Tanner in June to identify whether there is any ash dieback on Council land. She will also undertake a litter pick on Esthwaite land.
- d) Environmental and Water Quality  
Councillor Brodie reported that monthly samplings of water in Wilfin Beck have taken place.
- e) Footpath signage  
Refer to item 057/2024 a) iii).
- f) Planning Training Course  
The Clerk reported that a reply had not yet being received from LDNPA.
- g) Registering Parish Council Land  
The Clerk reported that she has not yet received an updated response from the National Trust in relation to Ash Landing.  
**Resolved** Councillor Denyer will contact David Towler of the National Trust to request an updated letter with revised map confirming the ownership by the Parish Council be provided.
- h) Parish Council Emergency Plan  
Defer to the next meeting.

060/2024 **New Agenda items**

- a) Fibre Broadband in Claife  
Councillor Hilton reported that B4RN would not be proceeding within the Parish as Fibrus have been awarded the contact. He proposed that the Parish Council contact Fibrus to establish the scope of their planned installations and offer help in the preparations as the Parish Council already has substantial local information which could assist.  
**Resolved** To contact Fibrus for further information and offer local information that will assist in progressing the project.
- b) Risk Assessment & Management (Financial)  
The Clerk outlined the current Risk Assessment in relation to financial matters.  
**Resolved** To approve the Risk Assessment.

061/2024 **Planning Applications**

- a) The following planning applications were considered:
  - i) 7/2024/5189. High Cunsey Farm, Cunsey, Ambleside LA22 0LT. Stationing of 2 static caravans within field OS 690.  
**Resolved** To object to the application for the following reasons:  
There were 2 caravans onsite from the 1960s until around 2002 when they were disposed of. No caravans were then onsite and the field was used for grazing horses until 2016 (see attached images taken between 2012 and 2016). It was only after this in 2018 that the 'new' caravans now onsite appeared. This information is verified by 2 Parish Councillors living locally during this period and also Ms Dawn Younger (who grazed horses on the field and took the attached photos) and local resident (Mr Steve Hoyle) over whose property access to the field is obtained. The condition of the current caravans is such that they could not be occupied by people overnight.  
Due to the considerable length of time that there were no caravans onsite (16 years) and the limited time the 'new' caravans have been onsite (6 years), a Certificate of Lawfulness of Use would not be appropriate.
  - ii) 7/2024/5200. Esthwaite Farm Cottages, Near Sawrey, Ambleside LA22 0LB. Proposed to remove the existing LPG boiler and install a biomass boiler with associated wood store housed in the existing garage/bike store. The existing LPG boiler and redundant direct LPG hot water boiler flues will remain and a new biomass boiler flue installed terminating above the roof.  
**Resolved** No comment.
- b) Planning Decisions  
None.

062/2024 **Financial Matters**

a) Audit 2023/24

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 2023/24 was approved unanimously and was signed by Chairman and Responsible Financial Officer (Parish Clerk).

ii) Internal Audit Report 2023/24

The Clerk reported that the Internal Auditor has approved the Parish Council Accounts for 2023/24.

iii) Annual Governance Statement 2023/24

**Resolved** The Annual Governance Statement 2023/24 was approved unanimously and was signed by the Chairman and the Parish Clerk.

iii) Accounting Statements 2023/24

**Resolved** The Accounting Statements 2023/24 were approved unanimously and was signed by the Responsible Financial Officer and the Chairman.

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

CALC/NALC subscription (2024/25) £165.28

Meeting refreshments £8.84

The Clerk reported that the Cumberland cannot currently supply cheque books so payments will be made once a new cheque book is received.

063/2024 **Highways**

a) Highways items to be reported

None.

b) Highways items reported

Date	Reference	Details	Response
01/11/2021	EI/23846	Road junction markings faded / washed out . Junction of Stones Lane, Near Sawrey with B5285	Assigned to Highways Team
01/11/2021	EI/23831	White lines at road junctions on B5285 in Near and Far Sawrey are faded / washed away and need replacing.	Assigned to Highways Team
07/07/2022	EI/70844	White lines faded at junction with B5285, half way up the ferry hill road.	Assigned to Highways Team
30/01/2023	EI/119690	Blocked grid near High Wray Farm	Assigned to Highways Team
09/03/2023	EI/131782	Drain blocked with debris.B5285 at Far Sawrey	Assigned to Highways Team
27/04/2023	EI/147748	Edge of road and potholes B5285 between Near and Far Sawrey	Temporary Repair
03/05/2023	EI/148768	Grit bin requested for Near Sawrey	Refused
10/06/2023	EI/156272	A pipe has been installed by a resident which discharges directly onto the B5285 Road.	Householder contacted
12/07/2023	EI/161952	Spoil from Brant Howe dumped on B5285 ferry hill	Assigned to Highways Team
31/07/2023	EI/164653	Deep culvert on B5285 by water trough on right hand side of road if traveling from Near Sawrey .	Closed but further works required
19/08/2023	EI/166424	Fence alongside the road has collapsed due to the posts being rotten adjacent to Chapel Cottage, LA220LQ.	Assigned to Highways Team
20/11/2023	EI/176550	A large slab of rock has fallen from rock face on B5285 near Ash Landing.	Assigned to Highways Team
04/12/2023	EI/178712	Grit heap requested for road from Near Sawrey down to bottom of Esthwaite.	Refused
17/01/2024	EI/185625	Grit bin requested for Stones Lane, Near Sawrey	Refused
31/01/2024	EI/188656	Edge of road is being eroded due to flow of water coming down bridleway behind Cuckoo Brow Inn	Assigned to Highways Team
31/01/2024	EI/188672	3 interconnecting drains blocked with grit and leaves at Near Sawrey.	Assigned to Highways Team
31/01/2024	EI/188695	Drains blocked near Far Sawrey Post Box	Assigned to Highways Team
05/02/2024	EI/189694	Side of road disintegrating and extended pothole developing near West Vale.	Completed
05/02/2024	EI/189699	Road surface breaking up. Water leaking from under road surface between West Vale/Cuckoo Brow Lane.	Completed
07/02/2024	E/190183	nNear Sawrey - Edge of road washed out. 2 and half metre stretch.	Completed
19/02/2024	EI/192508	Stone Wall between B5235 and Lake Windermere collapsed in several places.	Assigned to Highways Team
20/02/2024	EI/193143	Directional road sign to Hawkshead pointing the wrong way and obscuring the Windermere via Ferry sign.	Assigned to Highways Team

064/2024 **Correspondence (for information only)**

The circulated correspondence was noted.

065/2024 **Date of Next Meeting**

Noted that the next Parish Council meeting will take place at 7.30pm on Tuesday 9<sup>th</sup> July 2024 at Braithwaite Hall, Far Sawrey.

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Signed & Approved by (Chair)

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Date

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