

CLAIFE PARISH COUNCIL
Minutes of Parish Council Meeting Held at & The Braithwaite Hall, Far Sawrey
at 7.30pm on Tuesday 16th September 2025.

Attendees; Cllrs A Brodie (Chair), S Hilton, M Stanton, J Whitworth, D. Knight and C Sharp Worth (Clerk & Responsible Finance Officer) and Cllr. S. Pender.

117/2025 Apologies

Cllr. Denyer.

118/2025 Declarations of Interest and Requests for dispensations to speak or vote on any item on the agenda by elected or co-opted members. Clerk on items 133/2025 h)ii). **Resolved.**

119/2025 Minutes

Resolved Council approved the minutes of the meetings held on 24th June and 5th August 2025 as a true record. **Resolved.**

120/2025 Public participation

a) Reports received from:

i) **Police.** 6 monthly meeting date to follow. Cllr. Knight to continue to represent the PC. **Resolved.**

ii) **Unitary Councillor.** Reported on Gritting Scheme and digital / data protection regarding website compliance. **Resolved.**

iii) **National Trust.** Public Space Protection Orders. Cumbria Police and Fire service will only respond in the following circumstances: obstructions to highway / property, noise, nuisance and fires. NT Rangers visit on weekend mornings and speak to anyone camping, campervans overnighing and they also collect litter. Hollowing out of footpath caused by water flowing from field onto path. Recommendation to NT to tackle drainage prior to path repair. **Resolved.**

iv) **South Cumbria Rivers Trust** Removal of Himalayan balsam from Wilfin Beck; Cllr Hilton assisted SCRT and reported reduction in outcrops due to previous action by other volunteers. Septic Tank survey; Local Volunteers sought to assist with survey. **Resolved.**

b) Representations from members of the public. None. **Resolved.**

121/2025 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.* Clerk to advise resident of result of W&F patrol of footpath causing concern. Overgrown hedges causing obstruction to large and high sided vehicles reported; a number of properties and NT land between High Crag and Tarn Hill Playground. Clerk to correspond as necessary. A reminder that it is the responsibility of landowners to maintain hedges next to public highways to be placed in Esthwaite Link. **Resolved.**

122/2025 Highways and gritting

i) **update on Hawkshead pilot** gritting proposal. Cllr Hilton, Cllr. Stanton and Clerk attended meeting 20th August. Claife roads confirmed and map shared with gritter. Budget discussed. Gritter awaiting training from the council and some new equipment. Legalities finalised by the council. Scheme shared with Hawkshead and Skelwith. Cllr. Pender to donate towards training and other fixed costs. **Unresolved.**

ii) **Councillors to report on road surface and pothole repairs completed since last meeting.** EI259080 two potholes reported, not yet completed. Cuckoo Brow Lane, Stones Lane ; Cllr Brodie to report again. Dub How Lane junction with Hawkshead to Newby Bridge road , not in Claife, Clerk to Contact Satterthwaite PC. Failing repairs to potholes on Ferry Hill; Cllr Hilton to report. **Unresolved.**

iii) **Councillors to report outstanding road surface and pothole repairs and to consider further action.** Notes from Surface Dressing Meeting 26th June shared. Further meeting date to be scheduled. **Unresolved.**

iv) B5285 between Near Sawrey and Far Sawrey - remedial works postponed. **Resolved.**

v) Signage: Width/weight restriction sign at junctions in F. Sawrey with B5285, EI/256361. **Unresolved.**

123/2025 Management of Parish Council land

a) **Tarn Hill and Other:** Additional Signage Re turning point area for tractors/trailers, 2 X Donations for

Signed by.....date.....

playground sign combined with donation collection box. Cllr Hilton to provide cost quote for consideration at next meeting. Awaiting news of NT footpath sign. Report on who is using car park required. Cllrs Denyer and Hilton. Followed up on NT sign for the entrance of the path leading to Hawkshead. NT to report back.

Unresolved.

b) Lakebank Esthwaite: Japanese knotweed sprayed and invoice received. See Finance. Increase in anglers, anglers parking on PC land and verges, increased litter, Environment agency signs placed without consultation, evidence of camping. Cllr Brodie and Knight to approach Trout Fishery manager to share concerns and report to Council. Cllr Brodie to investigate use and supply of boulders to deter parking on PC land and verge. **Unresolved.**

c) Memorial Trees: TPO 75 Type 3 Lime. Damaged branch over road required urgent removal. If tree requires further action to make safe this has been agreed by LDNPA tree and Woodland Officer. If felling required, replace with same type of tree. **Resolved.**

d) Waterside: land reg. ref. CU315570 Additional steps to be considered at future meeting. **Unresolved.**

124/2025 Registration of Parish Council land

Chapel Cottage adjacent land, Tarn Hill playground (Village green) and carparking area, Ash Landing. Sept 9th, Cllr Brodie met with Solicitor to finalise statements of Truth and associated evidence. Councillors unanimously approved signing of statements by Cllr Brodie. Registration may take 2 years. Cost of formal lease arrangement for Chapel Cottage adjacent land to be budgeted for. Councillors expressed thanks for all the work Cllr. Brodie has done to reach this final stage. Clerk to update Asset Register. **Resolved.**

125/2025 Defibrillator status update. Plan for the two older ones required, Cllr.Hilton view on information from Community Heartbeat. He is currently checking them every month and they are in full working order so no action required. They are housed inside telephone boxes so protected. Councillors confirmed the importance of defibrillators and the growing expectation of them in community settings. Clerk confirms that although they are not legally required, there is a Defibrillator Availability Bill currently under consideration which may require them in public facilities. Cllr Brodie suggested that Claife could appeal to the local community to help fund replacements in the future. **Unresolved.**

126/2025 Attendance of Training courses and Meetings.

a) Standards of Conduct in Town and Parish Councils. Councillors 2nd Oct, Clerk 22nd Oct. **Unresolved.**

b) GDPR Clerk booked 23 September. **Resolved.**

c) LDNPA Planning sessions – 27 August final meeting. Councillors found the training particularly useful in terms of how to and how not to respond effectively. Clerk and Councillors to compile list of what are material considerations and what are not which can be referred to when considering planning applications. **Resolved.**

d) CALC AGM Saturday 4th October 2025 9.30am Braithwaite. No Councillors available to attend. **Resolved.**

127/2025 Correspondence received:

W&F technical feasibility study To consider Council submission of interest, clarification required. Clerk confirmed after meeting that the closing date was August. **Borderlands 5G Innovation** 5G-connected payment system ready but mast not yet in place. **PSPOs consultation closed 9th September.** Includes Windermere West Shore covering fires, barbecues, vehicles, and unauthorised structures. **Water quality of Windermere Lake at Waterhead**– another two fails – E. coli and Intestinal Enterococci - WET project test. **Affordable Housing** ten year project, collaboration with Hawkshead essential, Survey of Need starting point. Further discussion and research required. Cllr. Brodie suggested a better starting point may be to assess availability of land for the housing first, prior to investing time and money in the survey. Councillors to discuss this with the potential Landowners first. **Resolved.**

128/2025 Planning Applications

a) Planning applications with provision for consultation: -

i) T/2025/0147 Low House, Near Sawrey. No objections. **Resolved.**

b) To note planning applications without provision for consultation.

i) 7/2025/5440 Satter Knotts, Far Sawrey. **Resolved.**

c) To note planning decisions made since the last meeting: - **Resolved.**

i) 7/2024/5588 The Braithwaite Hall, Far Sawrey. **Granted. Resolved.**

ii) 7/2025/5341 Freshwater Biological Association, Ferry Landing, Far Sawrey. **Granted. Resolved.**

Signed by.....date.....

- iii) 7/2025/5317 Moss Eccles Tarn, Stones Lane, Near Sawrey. **Granted. Resolved.**
- iv) 7/2023/5255 Pearsall House, The Ferry Landing, Far Sawrey. **Granted. Resolved.**

129/2025 Consultation on Mayor for Cumbria. To note Cumbria has passed the statutory devolution test set by the Government. W&F and Cumberland Councils to consider introduction of a Mayoral Strategic Authority in September. **Resolved.**

130/2025 Local housing Working Group. Informal survey in progress. **Deferred.**

131/2025 Consultation by Westmorland and Furness Council to harmonise waste and recycling collections. Responses to Consultation to be considered in W/c 8 sept. **Ongoing.**

132/2025 To note new additions to website. Resolved.

Grants available from the Council for making homes more energy efficient, Stories in Starlight – Discover Hill Top at Night, Cumbria Adult Learning has launched a new programme of courses for the 2025/26 academic year, NT update on Wray Castle restoration, 16-19 Public Transport Bursary Scheme, Public Space Protection Orders consultation, Crisis Support Scheme.

133/2025 Financial Matters

- a) Bank bal on 31st August 2025 was £27,265.20 (£28,605.20 last meeting). 6 entries: Clerk wage and Microsoft Lic £637.67, HMRC D/D charge £0.55, CALC subs £173.62, Community Heartbeat £162.00, Insurance £396.16 and £30 interest from Bank – compensation. **Resolved.**
- b) Cumberland Bank Update. Cllr. Knight now a Signatory. Authorisation to remove Cllr. Whitworth as signatory. The esaver interest is paid annually 31st March. . **Resolved.**
- c) Forecast for this and next year in progress, in light of changes since Budget. Discussions took place on Land Maintenance costs and in particular Snowplough costs for the winter. Budget proposals to be put forward to Clerk before next meeting so figures can be finalised for approval. **Ongoing.**
- d) Report on GDPR training and Sexual Harassment Policies. **Deferred.**
- e) **Important changes to Year End requirements** regarding Data and Digital Protection. Also changes to website and email domain names (.gov instead of .org). Current provider quoted £400+VAT. Clerk to look into precise requirements and establish costings. Cllr. Stanton may be able to help with the domain changes. To report back next meeting. **Ongoing.**
- f) **Advised by CALC that 12 statutory policies now required.** Clerk may require additional hours to complete them or to consider whether a Councillor may prefer to undertake the task. Clerk to team up with other Parishes to share knowledge. **Ongoing.**
- g) Clerk to check Code of Conduct and update. Declarations of Interest Forms check. Councillors to confirm they have all completed this next meeting. **Ongoing.**
- h) Approve the following payments.
 - i) Clerk / RFO: pay 26 Sep **£637.45 net** (Gross £564.08 plus NJC pay rate increase for hours since April (not March) £87.9). **Resolved.**
 - ii) pay 24th Oct (next Mtg 28th Oct) – std wage £564.08 plus to include extra hours for exceptional work in previous months on training, year end, bank change, laptop change etc. see detailed schedule - 53.7 April, 12.5 May and 3.8 Jun/Jul. 70 in total. Total £1145. Net payment Oct incl. this would be **£1429.99. Resolved.**
 - iii) Clerk Pension, approved last month. **£204. Resolved.**
 - iv) Payment of two invoices: Tree surgeon **£540** (incl. £90 VAT to reclaim) and Strimming / Knotweed treatment **£180. Resolved.**
 - v) VAT return – completed, HMRC monies received 17th Sept £244.51. **Resolved.**

134/2025 Meeting scheduled for 10th February 2026, proposal to amend to 17th February. **Resolved.**

135/2025 Date of next meeting: 28th October 2025 - High Wray Village Hall, 6.30pm. **Resolved.**

Signed by.....date.....