

CLAIFE PARISH COUNCIL

Minutes of Parish Council Meeting Held at High Wray Village Hall, 6.30pm, Tuesday 28th October 2025.

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

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

136/2025 Apologies. None received.

137/2025 Declarations of Interest and Requests for dispensations to speak or vote on any matter on the agenda by elected or co-opted members. Cllr. Stanton point 146/2025 a)iv) and v), Cllr. Brodie point 146/2025 a)vi) and Cllr. Hilton 146/2025 a)vii) under Planning.

138/2025 Minutes

Council approved the minutes of the meeting held on 16th September 2025 as a true record. **Resolved.**

139/2025 Public participation

a) Reports received from:

- i) Police. Cllr Knight attended six monthly police meeting and raised issue of Harrowslack, Red Nab Anti Social Behaviour and parking issues at Esthwaite. Unfortunately these are low priority and it's unlikely that they will allocate resources unless a significant incident occurs. **Resolved.**
- ii) Unitary Councillor – concerned about the Bluebird event next May, particularly the evening aspect due to high attendee numbers and lateness. Park & Ride in place. Upgrades to Coast Main Line this Christmas and New Year, potential disruption. Boundary review separating Claife and Hawkshead despite close links, imposed without due consultation. Cllr. Pender to write to Westmorland and Lonsdale MP Tim Farron and W&F Cllr. Jarvis. MPs unlikely to reject the review in Parliament. Cllr Pender requested that Claife also write regarding lack of consultation about ward boundary revision requested by Coniston PC. **Resolved.**
- iii) National Trust. Update on signage and draining on hollowed out footpath. NT explained delays may have occurred affecting progress. **Unresolved.**
- iv) South Cumbria Rivers Trust update on septic tanks (STEP). Volunteers sought for septic tank survey, any further volunteers. New sign on noticeboard. **Resolved.**

b) to receive comments and representations from members of the public in relation to any item on the agenda. Member of the public shared information regarding planning application 146/2025, a)iii). **Resolved.**

140/2025 W&F Ward boundary changes; response to Hawkshead and Claife being placed in different wards.

Chair to write to MP Tim Farron and Cllr Jarvis re lack of consultation. **Resolved.**

141/2025 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.* a) Esthwaite Link article on Dog fouling and hedge cutting **Resolved.** b) Cllr. Pender made aware of parishioners neighbours lack of hedge cutting causing obstruction on road. Parishioner also reported on Environment website (CALC advice). Clerk followed up with Cllr. Pender. **Unresolved.**

142/2025 Highways and gritting

- a) update on Hawkshead pilot gritting proposal. Gritter trained in H&S and awaiting practical training on 4th and 5th Nov. Hawkshead have purchased machine and it's been included on gritter's insurance policy. **Resolved.**
- b) Councillors to report on road surface and pothole repairs completed since last meeting. EI/259080 Report assessed. EI/261341 submitted and EI/261343 submitted and actions identified. EI/232832 actioned - submitted:

24-January-2025. Deep pothole in road and areas of patched tarmac disintegrating. B5285 between Hawkshead and Colthouse. Potholes Dub How Ln/Hawkshead junction/Eel House – Satterthwaite reporting. **Unresolved.**

c) Councillors to report outstanding road surface and pothole repairs and to consider further action. Cuckoo Brow Land and Stones Lane re-reported. **Resolved.**

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

143/2025 Management of Parish Council land

a) **Tarn Hill and Other:** Signage. Four signs required, costings to be approved next meeting: 2 at £11.66+VAT, £25+VAT and £7.22+VAT +carriage. One requires concreting, costings to follow. Playground sign and collection point £225+VAT. Wording to be agreed. Defer consideration of the latter until next financial year. Cllr. Knight looking into QR code or texting from mobile option instead of coins. Cllr. Brodie to talk to NT about use of car park. **Unresolved.**

b) **Lakebank Esthwaite:** Cllrs. laid fallen branches and brash to deter nuisance parking. Boulders long term solution. **Deferred.** Cllrs visited Trout Fishery to share concerns and received positive response, plans to have onsite meeting. **Resolved.**

c) **Memorial Trees:** damage repair. TPO 75 Type 3 Lime Far Sawrey. No further update. **Resolved.**

d) **Waterside:** land reg. ref. CU315570. Cllr. Brodie and Denyer to progress matter. Additional steps to be considered February meeting. **Deferred.**

145/2025 Registration of Parish Council land. Chapel Cottage land rental contract and costs budgeted for. Clerk to find pro-forma for Full Repairs & Maintenance Lease. Land reg'n to be expedited depending on cost. **Unresolved.**

146/2025 Planning Applications

a) Planning applications **with** provision for consultation: **Resolved.**

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

ii) **7/2025/5491 1 The Old Vicarage**, Far Sawrey. Objection due to flooding risk.

iii) **7/2025/5522 Glenfield**, 4 Far Sawrey Cottages, Far Sawrey. No comment.

iv) **7/2025/5559 Hill Top Farm**, Near Sawrey. No comment.

v) **7/2025/5560 Hill Top Farm**, Near Sawrey. No comment.

vi) **T/2025/0202 The Glen**, Far Sawrey. . No objections.

vii) **T/2025/0205 The Braithwaite Hall**, Far Sawrey. No comment.

viii) **7/2025/5571 Knott Cottage**, Far Sawrey. No comment.

ix) **Open Reach:** proposals for two new poles for Fibre Ref WJT_v9083-03/05 and third pole proposed in field beside Cuckoo Brow Lane, Far Sawrey. Responded formally in meeting with objection. Retrograde step when underground option is available. Visual clutter to be avoided in countryside conservation area.

b) **To note** planning applications **without** provision for consultation.

i) **7/2025/5536 Bryers Cottage**, Far Sawrey. **Resolved.**

ii) **Local Development Order granting planning permission to:**

give notice that the LDNPA proposes to make a local development order (LDO) granting planning permission to: a) replace a septic tank / sewage treatment plant, serving up to three dwellings, with new sewage treatment plant, including installation of associated works and ancillary operations. b) install additional equipment, to reduce phosphorus discharge, to an existing sewage treatment plant. Applies throughout the National Park. **Resolved.**

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

7/2025/5353 Church Cottage, Far Sawrey. Granted.

147/2025 Financial / HR / Office Matters

a) To note Bank bal on 3rd October 2025 was £25,948.26 (£27,265.20 last meeting). 5 entries: Clerk wage £637.45, Clerk annual pension payment £204, HMRC VAT Refund to August, £244.51. Tree surgeon £540 and Strimming / Knotweed treatment £180. **Resolved.**

b)) Forecast for this and next year agreed, in preparation for Precept submission. Clerk to separate Budget into

Reserves and New Funds and establish Section 137 detail. Final approval December meeting. **Resolved.**

- c) Policies completed and agreed to be published on website: Code of Conduct, Asset Register, Financial Regulations, Standing Orders, Sexual Harassment, Health & Safety, Complaints Procedure, Data Protection, Freedom of Information & Publications Scheme, Risk Management & Protocol, Equality and Diversity, Disciplinary and Grievance Procedure, Record Management (Document Retention), Information Technology, Privacy. **Resolved.**
- d) Changes to Year End requirements re Data / Digital Protection. To change domain to .gov including 6 new email addresses. Current provider £50+VAT every two years. Agreed. Update to website 2026/27. **Resolved.**
- e) GDPR Training issued to Councillors from Clerk's course. To confirm Councillors read this. **Resolved.**
- f) Declarations of Interest Forms all Councillors to check and authorise clerk to publish to website. **Resolved.**
- g) Approve the following payments.
- i) Clerk / RFO: pay 28 Nov £575.08 net (Gross £564.08) + stationery/printing £7.89+£8.40. Total £591.37. **Resolved.**
- ii) pay Solicitor invoice (Land registration) £1872.00. **Resolved.**
- iii) CALC GDPR training course £20. **Resolved.**
- iv) Signage – see above. **Deferred.**
- v) Budget for legal costs of Chapel Cottage. **Deferred.**

148/2025 Defibrillator status update. Older ones in good working order. Continue regular checks. **Resolved.**

149/2025 Attendance of Training courses and Meetings: Resolved.

- a) **Standards of Conduct in Town and Parish Councils.** Councillors 2nd Oct and Clerk 22nd Oct (cancelled).
- b) **GDPR** Clerk attended 23 September. Councillors to confirm they read notes from course as GDPR training.
- c) **LDNPA Planning meeting** – South: 25 November, 6-8pm, Hawkshead Market Hall. Councillors to attend.
- d) **CALC AGM** rescheduled to 15 November 2025. Can attend remotely now.

150/2025 Correspondence received:

- a) **PC term of office change from May 2028 to May 2027. Resolved.**
- b) **3rd staging of the 13 Valleys Ultra event last weekend in September.** No feedback. **Resolved.**
- c) **Grizedale Stages Rally 2025. Saturday 6th December 2025.** Cllr. Brodie explained concerns of some residents. Organisers advised there will be no public road closures. PC to gather feedback after event. **Resolved.**
- d) **Bluebird K7 on Coniston Water next year run by Ruskin Museum.** The dates submitted to planning are 11-17th May 2026. Covered under 139/2025 a)ii). **Resolved.**
- e) **Devolution Survey from NALC specifically for Parish Councils.** No response given. **Resolved.**
- f) **Affordable Housing.** Cllr. Brodie issued results of the survey. To re-review some of the figures. Cllrs. Brodie and Knight to approach Landowners they have contact with. **Deferred.**
- g) **W&F Council appoint new Chief Executive. Resolved.**
- h) **Community Governance Review.** Consultation closes 8 December. **Resolved.**
- i) **W&F Council putting nature first with new strategy. Resolved.**
- j) **W&F Council's Cabinet has approved a new Sustainable Building Strategy. Resolved.**
- k) **Working with communities to prepare for flooding emergencies. Resolved.**
- l) **Post box removal and Grizedale Rally complaint. Resolved.**

151/2025 Consultation on Mayor for Cumbria update. 14 October - Mayor-led authority approved. **Resolved.**

152/2025 Local housing Working Group. Informal survey in progress. **Resolved.**

153/2025 Consultation launched by Westmorland and Furness Council on Recycling. No update. **Resolved.**

154/2025 To note new additions to website and noticeboards. Joey's Memory Cafe at Wray. **Resolved.**

155/2025 Date of next meeting: 16th December 2025 - Braithwaite Hall, 6.30pm. **Resolved.**