# Lindale and Newton in Cartmel Parish Council

# MINUTES OF THE MEETING HELD in Lindale Village Hall on 27th August 2025 at 7.00 pm

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| Min No | Agenda Item |  | Action By: |
| **2196**  **2197**  **2198**  **2199**  **2200**  **2201**  **2202**  **2203**  **2204**  **2205**  **2206**  **2207**  **2208**  **2209** | **PRESENT**: Meeting Chair Wightman, Cllr Armstrong, Cllr Winder, Cllr Reeve, Cllr Clarke, Cllr McClure, W and F Councillor Boak.  **IN ATTENDANCE:** Mrs D Cowperthwaite, Clerk. Public: 3 Press: -0  **APPROVAL OF MINUTES OF MEETING HELD ON 15th July 2025 Newton Village Hall, Proposed** seconded Cllr Clarke, all in favour.  **APOLOGIES:**  Cllr Squire – Has family celebration commitment, given in writing, accepted and noted.  Cllr Wright – Attending CALC Training session on planning, given in writing, accepted and noted.  **CHAIRMAN’S ANNOUNCEMENTS and DECLARATION OF INTERESTS by members**:  No announcements or declaration of interest.  **Public participation/questions or concerns relating to items on the agenda.** The 3 public advised they were in attendance regarding Agenda item regarding initial discussion of review of the lease with Taylor Newton and Hibbert Trust for ornamental gardens at Newton due to expire June 2026.  **CLERKS REPORT:-**  **Correspondence received since 21ST August 2025 - T**his will be reported at meeting  **Matters arising from last meeting:** - CALC has now issued guidance regarding implementation of Assertion 10 Digital and Data Compliance. Clerk will work through procedures and report at November meeting.  **To note Parish Council Representatives Reports: -** None  **Parish Council Consultations: -** See Correspondence as above  **Grange Now article**:- Suggestions.  **Planning applications Approved and Refused and other ongoing planning issues.**  **APPROVED**:-  **7/2025/5254 Barns at Low Newton** – conversion of disused barns into 4 dwellings previously submitted as **7/2025/5088 Barns at Low Newton** – conversion of disused barns into 4 dwellings and withdrawn on 03/04/2025  **REFUSED:-** None  **WITHDRAWN­:-** None  **APPLICATIONS PENDING APPROVAL BY LDNPA: -**  **7/2021/5532 (S73 (Amend/Delete Condition) Hadwin’s House (former Lindale Inn), Lindale, Grange-over-Sands**  Change of use from public house to car sales and office including demolition and part re-build, car parking, landscaping and drainage works without compliance with condition no. 2 imposed on planning permission ref. 7/2018/5782; namely alterations to hard landscaping throughout the site; and alterations to the building including changes to fenestration, roof lights, air conditioning units and cladding.  **APPEALS:** - None, **NOTICE OF INTENTION: -**None, **PROPERTY RE-NAMING**: None**.**  None**.**  **Consider the finance report as at 21st AUGUST 2025**  **a) Cheques for ratification.** See attached Finance report. **Proposed Cllr McClure, Seconded Cllr Clarke. All in favour.**  **b) Internal Auditor’s report –** update on recommended actions.  Clerk reported on progress to date regarding Internal Auditor recommendations –Noted.  **c) External Auditor’s report and Completion of Audit procedures and actions.**  **Members to note and accept report and recommended actions to be completed.**  Accepted and noted, proposed Cllr McClure, seconded Cllr Clarke, all in favour. Clerk to advertise Completion of Audit in accordance with procedures on website and notice boards.  **d**) Members to approve NALC Pay award for effect from 01/04/2025  Proposed by Cllr Winder, seconded Cllr McClure, all in favour. It was noted that clerk is to complete job evaluation tool in view of many changes to role and responsibility in recent years to bring into line with Proper Officer Role and current Governance requirements. To be reviews at Budget meeting in December 2025  **PLANNING APPLICATIONS TO BE RATIFIED UNDER CLERKS DELEGATED POWERS AND/OR CONSIDERED**  **a) Report and ratification of planning applications dealt with under Clerk’s delegated powers since last meeting:-**  **i) Joint consultation with W and F Council for proposed development at Castlehead ref 2025/1359/LBC Decision to be ratified.** Application supported with comments.  b) **New Planning applications**:  **i) Barns at Low Newton approved application 7/2025/5254 conversion to 4x new dwellings**. **Approval of reserved matters Condition 5 contaminated land study**. Not for consultation/approval of reserved matters by LDNPA. Noted  **Other Planning matters:**  **i) Misl correspondence regarding enforcement and breaches** - ONGOING  **ii**) **Feedback regarding responses from other parishes in LDNPA regarding proposed meeting forum to discuss common issues LDNPA**.  Members to agree arrangements for a joint meeting with view identify common issues to establish a strategy and plan to take issues forward.  **The following parish councils have expressed an interest in joining together:-**  Cartmel Fell PC, Crosthwaite and Lyth, Staveley and Cartmel  **Not responded yet** - Haverthwaite No meeting till 2/9, Witherslack, Meathop and Ulpha  **ACTION:-** Clerk to check availability of village halls for meeting during October after w/c 06/10/2025 and circulate to interested parishes, When confirmed circulate proposals for agenda items.  **REFUSED-** None  **ENVIRONMENT:-**  **NEW**:- Traffic management plan for Lindale ( suggested for discussion at next meet at meeting held on 16/4/2025 at Newton)– deferred at this time.  **Inconsiderate parking on The Gill by Lindale House**- logged on portal with photos, reported by occupant of property, obstructing gate.  **Speeding from A590 exit downhill towards B5271 and village** Clerk reported via Highways hotline **ref EI/159739**, it was noted monitoring from appropriate location to log max speed would highlight issues, i.e. between Royal Oak and Burnbank Farm. His will be monitored in autumn 2024, apologies from W and FC for delay. FU 19/02/2025  **PARISH AREA & RECREATION GROUND**  **ROTA -** August Cllr Wright, September Cllr Winder, October Cllr Squire, November Cllr Armstrong.  Cllr Winder reported beck on the Gill, behind village hall, the access is blocked by wall, he will submit photo to give context.  **a) Members report- Report/update regarding parish areas by member completing weekly inspections only issues regarding action or monitoring to be reported.**  **b ) W and F Inspection report-** circulated to all members.  - Issues circulated to all members prior to meeting to agree remedial action where required.  All Low Risk/or very low risk. - Noted  **c) Recreation Ground - Cllr Winder to provide overview:-**Clasp needs replacing on gate, toilets now fully restocked.  **Toilets and grass cutting** -Update regarding ongoing repairs, NB the repairs to the notice board can now be completed now Public Rights to inspect account period of advertising has been completed by Mike Clarke.  **Review of unhealthy trees in recreation ground and The Gill -** Agree action to monitor or remove request advice from Bergen Arbotech. Cllr Armstrong to report.  **AGREED-** Clerk to contact Andy Hancock to do review of trees needing remedial action in recreation ground, The Gill and Newton gardens. To be reported at October meeting.  **NEWTON: - Newton Gardens** *–*  **i) Report from Cllr Wightman**  No issues reported at this time.  Site meeting with volunteer TBA now Parish Council Volunteer Policy and procedures adopted to take forward a plan for maintenance in the Newton gardens.  **ii) Adopt Volunteer Policy and Risk Assessment template for scope of volunteer activity.**  Local resident has volunteered his service to do some work in the ornamental gardens. We contacted TN and Hibbert Trust after last meeting to advise them and ask for consent. No response has been received and therefore clerk recommends whilst we are still leasing gardens and responsible for maintenance we can proceed on basis of adopting Volunteer policy and Volunteers Risk Assessment and agreeing work to be completed.  **AGREED:-** Policy adopted, proposed Cllr Armstrong, seconded Cllr Reeve, all in favour. Policy to be displayed on website. Volunteer agreement to be completed by all new and existing volunteers.  **iii) Renewal of lease for Newton Ornament Gardens with Taylor Newton and Hibbert Trust which is due for renewal in June 26**  Members to agree if notice is to be given to let lease expire in June 26 or to consider renewal on either existing or new terms of lease.  **AGREED:-**To be deferred to next meeting as no one present from Taylor Newton and Hibbert Trustand follow up with Trust.  **iv) Update on condition of culvert in gardens Cllr Wightman**  **Adoption of policies as required by INTERNAL AUDITOR’S report.**  The following items were identified for action by internal audit report dated 24th June 2025. All policies circulated to members prior to meeting.  **i) Appoint Clerk as Data Controller**  **AGREED:-** Members agreed to appoint Clerk/RDO Debra Cowperthwaite as Data Controller. Proposed Cllr Clarke, Cllr Reeve, all in favour.  **ii) Adopt Data Protection Policy**  **AGREED:-** Members agreed to adopt Data Protection Policy in conjunction with appointment of Data Controller. Proposed Cllr Winder, Seconded Cllr Clarke, all in favour.  **iii) Adopt IT Policy.**  **AGREED:-** Members agreed to adopt IT Policy in conjunction with implementation of Assertion 10 - Digital and Data Compliance. Clerk assured members full training and support will be given regarding implementation of individual .gov emails. Proposed Cllr McClure, seconded Cllr Clarke  **ACTION:-** All policies to be displayed on Parish Council website.  It is noted that Clerk undertakes Data Protection and IT security training annually as part of her main employment with Westmorland and Furness Council.  Clerk will also investigate obtaining multiple user Microsoft Office licence as part of implementation  **iv) Update to the Freedom of Information Act to reflect increase in charge for copies of documents as recommended by Internal Auditor.**  **AGREED:-** Members agreed to increase the cost of copies requested from 10p to 50p per copy. Policy updated. Proposed Cllr Armstrong and Seconded Cllr Reeve. Update to be displayed on Parish Council website.  **WESTMORLAND AND FURNESS COUNCILLOR REPORTS: -**  **W & F Cllr Boak**: Cllr Boak reported on various topical W and F Council issues.  Trying to source bin at High Newton, gullies at Heights road newton all now cleared, she will arrange for additional “dog fouling” signs to be installed at Lingarth allotment path, Royal Oak grass triangle, village hall car park and war memorial.  **MEETING CLOSED at 9.05 pm. Meeting with local parishes about Common Issues in LDNPA , Thursday 16th October Newton Village Hall, Next full council meeting Wednesday 26th November 2025 at 7.00 pm Lindale Village Hall** |  | Clerk  Clerk  Clerk  Clerk  DW  DW  RA/  Clerk  Clerk  Clerk  Clerk  Clerk  Clerk  JB |
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**Appendix A**

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| **Correspondence received from** | **Details** | **Action taken** |
| CALC | * One working policy in council buildings * Slides from Affordable H * Housing Meeting * CALC Holiday cover * Request for info for CALC annual review re successful projects * Hints and Tips Guide for Clerks * Slides from Citizen Advice sessions * Devolution Briefing Event Slides * NLAC legal Bulletin 20/8/25 | Circulated or  Noted |
| **W and F Council** | * Misl road closures in parish * Devolution update | Circulated |
| **LDNPA** | * 1 Planning app from W and F for Castlehead Field Studies Centre   Respond under clerk’s delegated powers.  1 LDNPA application | Circulated |
| **PEAT** | * Invitation to joint event with Morecambe Bay Partnership on 9/8/25 | Circulated |
| **Internal Councillor emails**  **Cllr Boak** | Misl correspondence  Fly tipping of commercial waste at Cartmel Road junction.  Parking of motor home adjacent to War memorial.  Trees suffering from ash die-back  Rural Funding Digest |  |
| **Invoices for payment** | Dean Shaw  EE Santos  Dobson’s  HMRC by Direct debit | Paid  Paid  Paid |
| **CONSULTATIONS** |  |  |
| **W and F** | **Survey on PSPO for W and F** | Completed by clerk and circulated |
| **Correspondence requiring action** |  |  |
| **SA Moore** | **Completion of Audit and External Auditor’s Report** | Finance Agenda item |
| **CALC** | **NJC Pay agreement at 01/04/2025** | Finance Agenda item |
| **Robin Miller**  **Understanding Date** | **Undertaking an assessment of visitor accommodation and associated impacts on communities and LDNPA on behalf of FOLD.** | Are we interested in being involved? |

**APPENDIX B**

**AGENDA ITEM 6 FINANCE REPORT - Consider the finance report as at 21ST AUGUST 2025**

**Summaries - CASH ON HAND AT 21ST AUGUST 2025**

**General Fund £40531.29**

**Recreation Ground Furness Building Soc £2694.86**

**Apprentices Fund Barclays £326.50**

**John Wilkinson Monument £2970.98**

**Toilet Maintenance Fund £5801.20**

**VAT accrued for 2023/25 £520.27**

**Vat accrued for 2025/26 £ 285.93**

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| **Date** | **Chq no** | **Details** | **Amount**  **inc. VAT** | **VAT** |
| 12/07/2025 | 102835 | Parking restriction sign for car park | 34.99 |  |
| 16/07/2025 | 102836 | Viking Toner and Paper | 111.53 |  |
| 16/07/2025 | 102837 | Bailey Sports – Paper towels | 19.99 | 3.33 |
| 22/07/2025 | 102838 | Out of Eden- Toilet rolls | 27.60 | 4.60 |
| 22/07/2025 | 102839 | E E Santos July cuts | 600.00 |  |
| 30/07/2025 | 102840 | Clerk Salary July | 636.34 |  |
| 30/07/2025 | 102841 | Dobson’s July toilet cleaning | 42.00 | 7.00 |
| 05/08/2025 | 102842 | Dean Shaw July Cuts | 669.18 |  |
| 05/08/2025 | 102843 | J T Atkinson and Sons | 46.29 |  |
| 05/08/2025 | 102844 | MUV Website hosting | 83.99 | 14.00 |
| 13/08/2025 | 102845 | Rabart Decorating Centre Bus shelter paint | 33.30 |  |
| 18/08/2025 | 102846 | Moore SA Audit fee | 252.00 | 42.00 |
| 20/08/2025 | 102847 | E E Santos August cuts | 600.00 |  |
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**Bank Charges:**

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| **Date** | **Details** | **Amount** |
| 04/08/2025 | BARCLAYS MONTHLY BANK CHARGES | 13.90 |
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**Receipts**

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| **Date** | **Details** | **Amount** |
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**Transfer of funds**

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| **Date** | **Details** | **Amount** |
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