

STANTON PARISH COUNCIL

Unconfirmed minutes of the Annual Meeting of the Parish Council held on Monday 19th May 2025 at 7.30pm in Stainton Institute

Present: Chair Julie Knowles; Vice-Chair John Stott, Cllrs. Geoff Wilson, Hilary Waterhouse and Ryan Whipp; Westmorland & Furness (W&F) Cllrs. Doug Rathbone; the Clerk and one member of the public

39.25 APOLOGIES: W&F Cllr. Jonathan Brook

Cllr. Stott (Vice-Chair) chaired the meeting until the Chair was elected

40.24 ELECTION OF CHAIR 2025/26: Cllr. Stott proposed and Cllr. Wilson seconded Cllr. Knowles to be the Chair for 2025/26. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2025/26 was signed by Cllr. Knowles and witnessed by the Clerk. Cllr. Knowles stated that she was only able to carry on as Chair for another six months or so and the Council should be looking for her successor after that time

41.24 ELECTION OF VICE-CHAIR 2025/26 Cllr. Knowles proposed and Cllr. Wilson seconded Cllr. Stott to be the Vice-Chair for 2025/26. There were no other nominations and the proposal was carried unanimously. A Declaration of Acceptance of Office form for 2025/26 was signed by Cllr. Stott and witnessed by the Clerk:

42.25 MINUTES: Resolved that the minutes of the meeting held on 24th March 2025 be confirmed as a true record and be signed by the Chair

43.25 REQUESTS FOR DISPENSATION: None

44.25 DECLARATIONS OF INTEREST: Cllr. Stott declared his interest in the Kingsland application in 50.25a

45.25 PUBLIC PARTICIPATION: None

46.25 REPORTS:

a) Cumbria Police: Two Neighbourhood Policing Team updates for March and April 2025 (emailed to Cllrs. 21/4/25 and 14/5/25 respectively) were noted. Cllr. Wilson had attended the first Neighbourhood Policing Pledge meeting on 1st May 2025

b) Westmorland and Furness Councillors: Cllr. Rathbone reported on progress with the Local Plan and the call for sites and the boundary review

47.25 HIGHWAYS & FOOTPATHS:

a) It was noted that there were new potholes to be reported on HIAMS on Shyreakes Lane and near Stainton Court

b) The Chair reported that the Packhorse Bridge had been resurfaced but only with support from Cllr. Rathbone after she had continued to request that the work was done despite being told that there was no available funding

c) The Chair reported that the beckside walls work had been listed for 2026/27 and it was agreed that a meeting should be requested with Cllr. Peter Thornton to discuss the continued deferral of this work

d) The Clerk reported that no reply had been received to the request for W&FC to continue the kerb to the side of the entrance across the entrance as a safety measure and to ask their view on the necessary infilling as that would leave a large drop. It was agreed that a request be made for an onsite meeting with Cllr. Peter Thornton

e) Cllr. Wilson had nothing to report regarding the Towpath / Canal

48.25 TREES & WOODS: There was nothing to report

49.25 LITTER PICK: The litter pick on Saturday 5th April 2025 had been successful

50.25 PLANNING:

a) It was noted that the following planning applications had been **submitted** to W&FC and circulated to the members of the Council since the last meeting

2025/0310/FPA Land at Kingsland, Shyreakes Lane, Crosscrake

Steel portal framed building for the storage of feedstuffs and hay/straw for agricultural and equestrian use on site

The Council had made **no comments** on this application

2025/0860/LDPR Croft House, Barrows Green

Lawful Development Certificate for the proposed use of a dwelling house (use class C3) as a care house for up to three young people (aged 4-11 years) and three members of staff, two staff members overnight (use class C2)

The Council had not been asked to comment on this application

b) It was noted that the following planning application had been **approved** by W&FC since the last meeting:

2025/0123/FPA Steps End, Stainton

Renewal of existing deteriorating stables and erection of replacement combined stables and agricultural building for the storage of horses, farm animals and machinery with associated infrastructure

51.25 FINANCE:

a) It was noted that there has been the following receipts between meetings:

Westmorland & Furness Council – Precept 2025/26	£6,425.00
HMRC – VAT refund to 31 st March 2025	£548.12

b) The following payments were **approved**:

M R Richardson – Clerk's April and May salary £735.65 less PAYE £147.00	
plus expenses £70.60 (broadband/telephone/ use of home as office/photocopies/postage); computer service contract £44.00 and motor expenses £21.60 (48 miles @ 45p)	£724.85
HMRC – PAYE re M R Richardson	£147.00

STANTON PARISH COUNCIL

CALC – annual subscription 2025/26	£176.27
Jean Airey – internal audit	£93.00
Zurich Municipal – annual insurance to 31 st May 2026	£323.72
Stainton Institute – hire of hall	£20.00

- c) The sums insured under the insurance policy were reviewed and approved
- d) The Receipts and Payments Account for the year ended 31st March 2025 was received and approved
- e) The Annual Internal Audit Report for the year ended 31st March 2025 was received and noted
- f) The Certificate of Exemption from a limited assurance review for 2024/25 was completed and signed
- g) The Annual Governance Statement 2024/25 (Section 1 of the Annual Return) was approved and signed
- h) The Accounting Statements 2024/25 (Section 2 of the Annual Return) were approved and signed
- i) The dates of the period for the exercise of public rights were confirmed as 3rd June to 14th July 2025
- j) The Clerk reported that the reconciled bank balance at 30th April 2025 was £13,288.30. The Chair was authorised to counter-sign the bank statement

53.25 POLICIES AND PROCEDURES:

The existing Standing Orders, Financial Regulations, Complaints Procedure, Press / Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2000 were noted and confirmed

53.25 APPOINTMENT OF REPRESENTATIVES:

Cllr. Whipp was appointed as the representative to the District Association

54.25 CONSULTATION & FUNDING REQUESTS: None

55.25 MATTERS ARISING FROM PREVIOUS MEETINGS: None

56.25 CORRESPONDENCE:

The following correspondence received and not included as an item on this agenda was noted:

- i. W&FC – Travel Actively Cumbria – new website for walking, wheeling and cycling (emailed to Cllrs.31/3/25)
- ii. CALC News for January and February 2025 (emailed to Cllrs.21/4/25)
- iii. CALC – Waste Services and Engagement Framework event 24/4/25 (emailed to Cllrs.21/4/25)
- iv. CALC - Post Office / Directly Managed Branch update (emailed to Cllrs.21/4/25)
- v. CALC – Waste Services branch event slides (emailed to Cllrs.13/5/25)
- vi. CALC – Key points regarding second homes (emailed to Cllrs.13/5/25)
- vii. W&FC reveals its digital ambition for public services (emailed to Cllrs.13/5/25)
- viii. CALC – Training bulletin to July 2025 (emailed to Cllrs.13/5/25)
- ix. W&FC sets priorities for year ahead (emailed to Cllrs.13/5/25)
- x. W&FC – Have your say on the future of nature recovery across Cumbria (emailed to Cllrs.13/5/25)
- xi. W&FC – Final reminder re Local Plan Call for Sites (emailed to Cllrs.13/5/25)
- xii. CALC News for March and April 2025 (emailed to Cllrs.14/5/25)
- xiii. W&FC – Have your say on waste and recycling options (emailed to Cllrs.14/5/25)
- xiv. W&FC – Local Plan update – May 2025 (emailed to Cllrs.19/5/25)

57.25 COUNCILLORS' ISSUES TO BE RAISED AT NEXT MEETING (*No discussions must take place on these matters but will be placed on the next Agenda*): None

58.25 TO NOTE ANY ITEMS FOR INFORMATION (*No discussions or action permitted*): None

59.25 DATE OF NEXT MEETING: The next meeting of the Parish Council will be held on Monday 28th July 2025 in Stainton Institute at 7.30 pm

The meeting closed at 8.55 pm.

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