

Askham and Helton Parish Council

Meeting: Annual Parish Council Meeting

Date: Thursday, 22nd May 2025

Venue: Askham and District Community Centre

Present: Laura Harker (LH), Malcolm Holt (MH), Mary Westgarth (MW), Gary Calland (GC), Sophie Riches (SR), Chris Whittaker (CW)

Apologies: John Banks (JB)

In Attendance: Sandie Watson (Clerk/RFO), Cllr Nicky Vecqueray, Westmorland & Furness Council (NV)

Members of Public: 1

Minutes

399.1 Election of Chair	Cllr Laura Harker was proposed by Cllr Holt and Cllr Whittaker. The Declaration of Acceptance of Office was signed by Cllr Harker.	
400.2 Election of Vice-Chair	Cllr Malcolm Holt was proposed by Cllr Calland and Cllr Westgarth. The Declaration of Acceptance of Office was signed by Cllr Holt.	
401.3 Apologies	Cllr John Banks – family event. Resolved that the apologies be accepted and the reasons recorded.	
402.4 Fibrus Presentation	The Council received a presentation from the External Stakeholder Manager from Fibrus. Apologies were extended to the community for the difficulties they had experienced during the temporary road closure for utility works. Complaints were received and issues noted. Lessons have been learned. Thanks were extended to the residents for their patience and taking the time to raise the issues. There will be further utilities works in the future.	
403.5 Declarations of Interest	i. Register of Members Interests: Councillors are reminded of the need to update their Register of Interests. None received. ii. Personal/Prejudicial Interests. Cllr Calland declared an interest in planning application 7/2025/3032 Hillside, Helton due to him being the applicant. iii. Dispensation Requests. None received.	ALL
404.6 Minutes	Resolved that the minutes from the Parish Council Meeting on 20 th March 2025 were accepted as a true record and signed by the Chairman.	
405.7 Public Participation/ Open Session	Suggestions have been received from a resident, not present at the meeting, for traffic calming and also about the stone cross that used to be in the village centre. An informal discussion was held regarding accident statistics, traffic calming solutions and parking solutions.	
406.8 Outcomes of Actions of last meeting	Tree seat – MH suggested installing a wooden bench under the tree to avoid damaging it. Fibrus have a grant available which Cllr Holt will apply for to cover the cost of the bench and its installation. Gully between Helton and Butterwick is still blocked. Clerk to contact Highways for an update.	MH SW

	The Monty – Cllr Westgarth to forward CVS email to residents.	MW
407.9 External Meetings	Cllr Vecqueray reported that grant funding was available for Emergency Planning and flooding. A66 appears to be going ahead with plans to continue the A66 under Kemplay roundabout. There will be two weekend M6 closures during works in January to Clifton bridge. Lune Gorge bridge repairs; M6 closures under consideration for works expected to last for two years to commence 2027. Kendal Calling meeting, there are grants available. Waste collection pilot scheme is underway in Penrith, waste consultation just opened. Community Composting information/grant available. Nature Restoration Consultation opened. Empty homes officers recruited by W&FC.	
408.10 Planning Applications	<p>Applications:</p> <p>7/2025/3032 Hillside, Helton, Penrith CA10 2QA Larger glazed openings and balcony to north gable elevation. Replace windows in UPVC to match existing timber sash indicated on drawing. Ratified no objection.</p> <p>RC/2025/0013 Helton Campsite, Penrith CA10 2QB 60 day temporary recreational campsite. Non Consultation. Noted.</p> <p>HRA/2025/0003 Helton Campsite, Helton, Penrith CA10 2QA Prior approval for a pop-up camping site. Non Consultation. Noted.</p> <p>7/2025/3021 Fellgate Farm, Helton, Penrith CA10 2QA Internal alterations to create living accommodation within existing adjoining store at upper ground floor and to renovate existing store and workshop at lower ground floor. Remedial works to existing external envelope to stabilise and improve existing materials. New window to existing loft opening on front elevation, new window/door opening to existing barn door on rear elevation and 2no. new conservation rooflights to front elevation of main roof pitch. Ratified no objection.</p> <p>7/2025/3027 Shed at High Field, Tirril, Penrith, CA10 2LG Change of use of agricultural shed from agricultural to B8 – Storage or Distribution. The shed will be used to house shipping containers for secure storage use. Ratified objection.</p> <p>T/2025/0040 Low Nook, Askham, Penrith, CA10 2PG Fell 1 laburnum tree – 5 day notice – no provision for consultation LDNPA -determined.</p> <p>T/2025/0013 Corrie, Helton, Penrith, CA10 2QA Fell 1 multi stemmed willow (T1) and 1 weeping silver birch (T2) No objection. LDNPA No objection</p> <p>7/2023/3190 Lowther Castle and Gardens, Old Walled Garden, Lowther Construction of paths. LDNPA approved with conditions.</p>	SW

409.11 Off road footpath Helton - Askham	No further update received from Lowther Estates.	
410.12 Financial Report	Resolved: The Clerk circulated the budget and bank reconciliation. Closing balance on 30 th April 2025 £17,315.93. The Council reviewed and accepted the transactions and budget 2025/26 updates.	SW
411.13 Audit of Accounts	Annual Governance and Accountability Return 2024/25 I. The Annual Internal Audit Report received and noted. II. The Annual Governance Statement was approved. III. The Accounting Statements were approved. IV. The Certificate of Exemption was approved. V. The Clerk set the commencement date for the Exercise of Public Rights for 2 nd June to 14 th July 2025. VI. An Internal Auditor for 2025/26 was appointed. VII. Bank signatories were confirmed. VIII. Direct debits and standing orders were authorised.	
412.14 Payments of Account	Resolved. The Council approved for payment: Clerk's wages/expenses £602.48, CPSL £37.80, HP Ink £6.00, Hall Rent £16.00, Lloyd Ltd £637.94, Audit £40, CALC £180.32, SLCC £47.50, Viking £83.99, M Holt (fuel) £57.20, Pest Services £135.00. The Council would like to make a provision in future budgets for £750.00 for annual lawnmower services.	SW
413.15 Policy and Procedure	Resolved to adopt: Standing Orders, Financial Regulations, Code of Conduct, Data Protection Policy, Equal Opportunities, Freedom of Information Policy & Publication Scheme, GDPR Policy, Health and Safety Policy, Press and Social Media Policy, Risk Management Policy, Record Management Policy, Retention of Documents, Training and Development, Asset Register, Complaints Procedure, Co-option Policy, Grant Policy, Serious Infectious Diseases, Privacy Statement, Dispensation Procedure, Disciplinary and Grievance Procedure, Appraisal Policy and Protocol.	
414.16 General Power of Competence	Resolved the Council met the eligibility criteria and adopted the General Power of Competence.	
415.17 Parish Council Insurance	Following discussion, the Council resolved to renew.	SW
416.18 Correspondence	Clerk to respond and thank resident for traffic calming suggestions.	SW
417.19 Items for agenda and dates of next meetings	Parish Council Meetings: Thursday 24 th July 2025 – Parish Plan, shelves for bus shelter, relocation of noticeboard to bus shelter. Thursday, 25 th September 2025 - Website Thursday, 20 th November 2025 All meetings held at 7.00pm at Askham and District Community Centre.	SW

Meeting closed 21.47pm