

Casterton Parish Council

Clerk: Kevin M Price

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14th August 2025

Dear Councillors,

You are summoned to attend a meeting of Casterton Parish Council to held at 7pm on Thursday 21st August 2025. Please note the starting time.

Kevin M Price

Kevin M Price. Parish Clerk.

AGENDA:

1. **Apologies for absence** – to note any apologies for absence from elected and co-opted Councillors.
2. **Requests for Dispensations** - The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
3. **Declarations of Interest** - to receive declarations by elected and co-opted members of interests in respect of items on this agenda.
4. **Minutes** – to approve and sign the minutes of the meeting of 6th June 2025 (circulated).
5. **Updates/Councillor announcements** -to receive any brief updates and announcements by Councillors – but none requiring a resolution, including:
 - a. To report to Councillors on the conclusion of the ICO investigation
 - b. Police report from Councillor Smith
 - c. Councillor Humphris will report on a recent highways problem.
6. **Westmorland & Furness Council Monitoring Officer** - to review the performance of Westmorland & Furness Council Monitoring Officer and consider making a formal complaint.
7. **Casterton Community Trust** – to receive an update from Councillor Leese.
8. **Recording of Parish Council meetings** - to consider adopting a 'retention and disposals policy' to be used in conjunction with the Council's 'recording of meetings' policy (attached)

9. Financial business:

a. *To pay any outstanding accounts, including:*

Community Heartbeat Trust	£120.00	Village Emergency Telephone System
K M Price	£183.53	Quarterly expenses to 30 th June, Including use of home office and travel

- b. To note the cash and budget statements (attached)
- c. To note the Internal Audit Report.
- d. To note the Local Government Services Pay Agreement 2025-26 (attached). (The Clerk at Casterton is currently employed for 6 hours weekly, plus one hour for extra workload, at Point 21 on the Salary Scale).
- e. To consider a request from Casterton Village Hall to access CIL money (Councillor Humphris will speak to this)

10. Planning:

a. *to note the following applications, to which the Parish Council submitted comments on the Clerk's delegated authority:*

S/05/51 – Woodside, Casterton. Householder planning permission for removal of existing UPVC conservatory and replacement with new single storey extension including the removal of chimney and the installation of inset solar panels to South West elevation of main house roof and air source heat pump.

S/05/75 - High Folly Barn, Casterton. Householder planning permission for erection of summerhouse. The Council supports this application but it is assumed/hoped that there is to be no lighting in this summerhouse. The Council supports this application.

- b. To agree to the creation of a Standing Order governing how to proceed with planning applications which fall between planning meetings. (Councillor Ken Humphris)

11, Website:

- a. To receive a report from Sally Hodge on the website (attached)
- b. To receive an update on any progress made on the benefit of adding an Item on the Parish Council website outlining the duties and powers of the Parish Council, and agree actions (Councillors Leese and Humphris).

12. Village Plan - to receive an update on progress being made developing a Village Plan – Councillors Humphris, Leese, and Richmond

13. Casterton Community Hub Ltd (Save the Peasant) - to receive an update)

13. Footpaths Officer - to receive an update on the new footpath walking route to Kirkby Lonsdale (Councillor Evans).

14. Asset Register (minutes 24/92c refers) – to receive an update (Parish Clerk)

15. Correspondence - the Clerk to report on relevant correspondence received and any action taken, including:

- a. Email from Councillor Hazel Hodgson (circulated to Councillors)
- b. Request from a resident to place a safety mirror on the Village Green (Councillor Humphris)

16. Date of the next meeting - to confirm the date of the next meeting:

Tuesday 30th September 2025 at 7pm at Casterton Village Hall