

TEBAY PARISH COUNCIL

**MINUTES OF A MEETING HELD ON
WEDNESDAY 29th APRIL 2026
AT THE METHODIST HALL, TEBAY AT 7.30PM**

DATE: 4th May 2026

Full Council Attendance

Attended to transact the business as specified in the agenda.

MEMBERS OF THE FULL COUNCIL

Cllr Adrian Todd, **Chair**

Cllr Sophie Ainsworth Hammond, **Vice Chair**

Cllr Mel Brown

Cllr Brian Kipling

Cllr Angela Meadowcroft

Cllr Dennis Nelson

Cllr Sandra Redwood



Mrs J. Brimble, Clerk to Council

MINUTES of

FULL COUNCIL 29th APRIL 2026

1. Apologies

Apologies received for Absence from:

Cllr Joanne Nugent

Cllr John Murray

Cllr Adrian Waite (had a prior meeting and arrived late)

2. Declarations of Interest

Members did not declare any interests, including disclosable pecuniary interests they may have had in agenda items that accord with the requirements of the Council's Code of Conduct and to consider any prior requests from members for dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations).

3. Minutes

Cllrs Dennis Nelson and Ainsworth Hammond approved as a correct record the minutes of the previous meeting held on 25th March 2026.

4. Outstanding Business

Progress was considered regarding resolutions from previous meetings:

a) As the system of PCSO attending Parish Council meetings has been replaced by the attendance of St Hall or Insp Bibby through CALC, clerk to contact David Allen (crime commissioner).

b) As the application for Lottery Funding grant for improvements to the play area was rejected due to lack of community involvement being included in the application, new clerk to consider reapplying including community involvement or to research applying for other grants for example with Fibrus after year end of accounts are completed.

c) All Cllrs to set up council domain email addresses to comply with Assertion 10.

d) Cllr Adrian Waite advised the council can apply for streetlighting to Scott McLauchlan at W & F Council and to copy him in. Chair to identify location for x4 new streetlights (to include terraces/Church Street/Vicarage Terrace) and apply, if this application is declined then consideration to be given for TPC to supply solar lights from Amazon x2 for £203.

e) Cllr Redwood confirmed that the speed counter is no longer continuously flashing 30mph, no further action required.

f) Cllr Ainsworth Hammond confirmed that she had checked the defibs last Wednesday, Chair to check the heater plates, Clerk to update The Circuit accordingly.

g) Cllr Meadowcroft confirmed that the abandoned car on the hardstanding has been removed, no further action.

However, reported that there are two vehicles abandoned on Lowther common land.

5. Correspondence

Consider the following matters:

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- a) Clerk provided a briefing on GDPR.
- b) It was noted that Cllr Julie Hoggarth has resigned and Westmorland and Furness Council have been advised, Notice of Vacancy posters have been posted on the website and on the Parish noticeboards.
- d) It was noted that Cllr Joanne Nugent had not attended a Council Meeting. Chair to visit.
- c) Chair raised the issue of the million pound bill for the repair of Veroda House. Cllr Waite advised that the issue was a result of a failure by the contractor and that they or the insurance company will be approached for the bill. No further action.
- d) Cllrs reviewed the questions on a parent survey received from Hannah Walker regarding the M6 bridge closures, no further questions raised.
- e) Consideration was given to attendance at the next meeting of Kirkby Stephen and Tebay Place Action Group at Newbiggin Village Hall on 28/05, Chair to attend.
- f) Consideration given to any action to be taken in respect of a notice from W & F regarding footpath closures due to the continuing installation of new access roads to Tebay M6 bridges, no further action.
- g) The changes to the new garden waste subscription service launched by W&F on 1/04 were noted. Cllr Adrian Waite detailed the new scheme and advised that the council will be writing to all residents to advise of the changes. Cllr Sandra Redwood raised the issue of numerous bins being an issue for residents of Roundthwaite due to its rural location. Chair and Cllr Adrian Waite to undertake a site visit Roundthwaite to review the refuse collection issues.

6. Planning

Considered planning applications:

- a) Consideration was given to the additional information received from W and F Council in respect of TPC's objections raised to the proposal of additional works at the sidings. No further complaints were raised and it was unanimously decided to remove the objection. Clerk to notify W and F Council.
- b) Consideration was given to making any comments on the full application for four detached dwellings and associated development on land adjacent to The Old School, Tebay, CA10 3TP. No issues raised and no further action to be taken.

7. Finance:

- a) The Internal Audit Plan as prescribed in the Practitioners Guide for year end March 2026 was considered and approved.
- b) The report to appoint the internal auditor was considered and approved.
- c) The updated Asset Register for year-end 31 March 2026 was considered and approved.
- d) The updated Risk Assessment and Internal Control statement for year-end 31 March 2026 was considered and approved.
- e) The Councils exemption for external audit and agreement that the Clerk notify the external auditor was considered and approved.
- f) The sums insured on annual insurance renewal were considered and approved and the questionnaire was completed. Clerk to forward Questionnaire and a copy of the Asset Register to Insurance Company.
- g) The report regarding an application for online banking arrangements with Barclays Bank was considered and approved.

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h) Consideration was given to the Business Continuity and GDPR Compliance report and approval given for quotations to be sought for a replacement laptop and affiliated support services and a fire safe for storage of archive documents. Clerk and Chair to obtain quotations.

i) Consider and approve the following payments:

Salary Jenny Brimble, Clerk	£394.33
Cumbria Payroll Services	£20.40
CALC Annual Subscription	£275.38
Rocket Web Solutions – Changes for WCCAG 2.2 AA and Accessibility statement on website	£120.00
Joseph and Irene Wharton - Rent land re play area and carpark up to March 2027	£1300.00
Everything Arb and Landscapes Ltd - Grass strimming	£640.00
Mrs J Brimble – Stationery (toner/envelopes/stamps /paper/pins)	£66.64

8. Governance:

Consideration given and approved that the following governance matters as identified within the annual review of assets, risks and internal controls be included for the next scheduled meeting of the Council:

- a) New Standing Orders.
- b) New Code of Conduct.
- c) New Publication Scheme and Freedom of Information Policy.
- d) IT Policy and Assertion 10 Statement with supporting data audit for GDPR compliance and the Annual Return.

9. Reports from Members

Receive reports from Councillors: an opportunity for Members to bring matters of interest to the attention of the Council for information or future discussion.

10. Reports from Westmorland and Furness Council

Receive written or oral reports from W&FC Councillors.

- a) Consider questions raised by Cllr Adrian Waite regarding highway maintenance issues to be raised at the next meeting.

11. Public Participation

- a) Cllr Angela Meadowcroft raised the issue that BT Openreach had dug up the road in Old Tebay without giving x14 days notice. Chair to telephone Libby at Fibrus to discuss.
- b) Cllr Brian Kipling raised the issue of bushes needing to be cut back regularly. Chair to telephone Arb and Landscapes Ltd.
- c) Cllr Mel Brown raised the issue of school bus changes. Chair confirmed he had sent a letter, he offered to speak on BBC Radio if no parent came forward to do so.
- d) Cllrs Mel Brown and Sandra Redwood raised the issue of pot holes in the roads along the terraces and at Roundthwaite. Chair advised he had also received a letter of complaint from

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a resident about potholes. Cllr Sandra Redwood to take photographs of pot holes and Chair to report them.

e) Chair advised letter of complaint from resident also raised the issue of the polluted air quality at Junction and Old Tebay. Cllr Adrian Waite to enquire what can be done about this with W and F Council.

f) Chair raised the issue of when the 106 bus situation is to be resolved. Cllr Adrian Waite advised that the decision on tenders has yet to be made, he will enquire. Chair also advised that the bus has reported to have been late/breaking down/not turning up, Cllr Adrian Waite to investigate.

12. Next Meeting

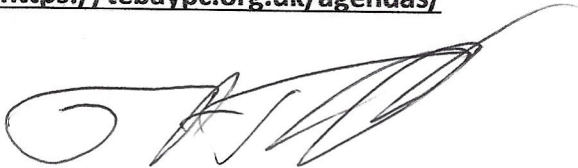
Note the next meeting of the Council is scheduled for 27th May at 7.30 pm at Tebay Methodist Hall at 7.30pm

FOR THE ATTENTION OF ALL MEMBERS OF THE COUNCIL

Access to Information

Copies of the agenda are available for members of the public to inspect prior to the meeting. Agenda and Part I reports are available on the Council website:

<https://tebaypc.org.uk/agendas/>

A handwritten signature in black ink, appearing to be 'A. Waite', written over a horizontal line.