

TEBAY PARISH COUNCIL

MINUTES OF A MEETING HELD ON Wednesday 29th July 2026 AT THE METHODIST HALL, TEBAY AT 7.30PM

DATE: 18th August 2026

Full Council Attendance

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 Meeting

Wednesday 29th July 2026

1. Apologies

Apologies for absence received from John Murray.

2. Declarations of Interest

Members to declare any interests, including disclosable pecuniary interests they may have 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

Minutes from the previous meeting held on Thursday 25th June 2026 were considered and approved as a correct record of the meeting.

4. Outstanding Business

Progress from resolutions of previous meetings were considered:

- a) Clerk advised that Crime Commissioner, David Allen had been invited to attend September's council meeting, his secretary confirmed that the date is pencilled in his diary.

TEBAY PARISH COUNCIL

- b) Clerk issued a further reminder to the remaining Cllrs who have not done so yet (AT/BK/MB), to set up council domain email addresses to comply with Assertion 10.
- c) Clerk to contact Scott McLaughlan at W and F Council to apply for additional streetlights – Footpath to school, South terrace, Church Street, and outside the church, if this is declined consideration to be given to supplying solar lights from Amazon x2 £203.
- d) Chair to check and report if the car abandoned on the hardstanding is still there and if it is to knock on doors in the vicinity to find out who the car belongs to.
- e) As W and F council had not responded, Cllr Redwood re-submitted photographs of potholes in the road at Roundthwaite (some potholes have been temporarily repaired).
- f) Council awaiting applications for Cllr vacancy advertised in village noticeboards and in the Parish Magazine the Link in July.
- g) Cllr Kipling advised Cllr J Nugent had confirmed her intention to resign her position, once received in writing clerk to contact W and F Council to advise and advertise vacancy.
- h) Cllr Kipling confirmed the blocked drain opposite the Chapel had been cleared by W and F Council.
- i) All village noticeboards to be reviewed and damaged noticeboards at Station Brow and Roundthwaite to be replaced first with non-wooden noticeboards. Chair to measure existing noticeboards.
- j) Cllr Kipling to move red litter bin back to its original useful location in the recycling centre, Cllr Waite to investigate replacing the liner and emptying of bin.
- k) Whilst the grass has been cut today and the contractors are due to cut back the bushes shortly, due to a drop in service, Chair advised he has raised a complaint with the grass cutting contractors and to look for alternative contractors at the end of the year.
- l) Clerk advised Steve Marshall has been liaising with Truvelo regarding speed sign which has been returned to their workshop for repair. Truvelo reported they could not find a fault and are still investigating.
- m) After a discussion regarding potential proposals for a collection point of the garbage at Roundthwaite it was proposed that Cllr Waite to approach W and F Council to arrange a small van to collect.
- n) Cllr Waite advised an application for repairs to the Member Locality Budget Scheme for play area repairs would be appropriate (in the sum of £1000 or x2 £500).
- o) Cllr Waite to enquire when remedial work to be completed with regards to the continuous problem of the chippings on the main road.

5. Defibs

- a) Cllr Ainsworth-Hammond reported that x3 defibs checked and in good working order, Old Tebay and Roundthwaite outstanding to be checked.
- b) Chair advised two faulty defib cabinets to be replaced in September.
- c) Cllr Meadowcroft advised Lewis on Orton Council is away and will not know outcome of potential grant of £500 from Stuart Cheeseman until next meeting.

6. Correspondence

Consider the following matters:

- a). Clerk advised she had spoken to the Mandate Change Team at Barclays with regard to the form submitted mid-May to add new clerk to bank account and remove retired clerk. They advised they had emailed existing signatories asking for more information, when they did

TEBAY PARISH COUNCIL

not receive a response they closed the case, which they have now reopened and issued an additional form for Chair to sign.

b) Chair advised Annual Play Area Inspection Report had been received. Nothing High Risk to note, but one mid and numerous low actions to be completed. Chair to start a log and arrange for contractors to undertake the work.

c) Cllr Brown reported that the emergency road closure on Whinfell Terrace by United Utilities was creating issues with access and bins bag distribution to South and Whinfell Terraces. Cllr Waite to investigate with W and F Council.

d) The Extra Mile bus pilot in and around Ulverston, then later Penrith, may roll out to other areas. Cllr Waite to enquire who is funding the £2 bus fare.

e) Tebay Bank Engine Sculpture, Council agreed no funding to proceed with the project, clerk to advise Andrew Kay accordingly.

f) Cllr Nelson proposed an application could be made to the Community Resilience Fund for a stock of sandbags to be used in the event of flooding (estimated cost of container £7-800, 20-30p per bag of sand, x1000). Chair to enquire at Tebay Club if they could be stored there.

g) Cllr Redwood advised she had contacted W and F Council regarding the Notification of closure of the Public Right of Way on the south side of the Tebay structure from the east side of the pedestrian bridge for a 350m section between 10th August until 30th September 2026, they had responded quickly. Mike from National Highways had reassured that the heavier work would be conducted along the temporary engineering access track, however, whilst the deliveries along Pikestone Lane will be smaller, there will be an increased number of vehicles.

h) Chair advised 2 letters received from Bernard Thornborrow.

- Council agreed to a donation in the sum of £400 for the Warm Spot Lunch to be held in October.

- Cllr Waite to take his comments regarding the pot holes in the pavement between Woodend Cottages and the school which need repair or resurfacing to W and F Council.

7. Planning

The Council considered the following planning applications:

a). 30/06/26 7 Highfield Terrace, Tebay – proposed single storey extension to front of property – no comments.

b) 13/07/26 Delph Lodge, Tebay – retrospective siting of a caravan and respective works – A vote was taken, and the Council resolved not to support this application. Clerk to find previous objection letter.

c) 16/07/26 The Annex Silflay, Tebay – change of use from long term residential let to holiday let accommodation – A vote was taken, and the Council resolved to support this application. Clerk to advise W and F Council.

8. Finance:

a) Chair to obtain alternative quotation for a fire safe for storage of archive documents to ensure business continuity and GDPR compliancy and check with Bernard Thornborrow they are prepared to allow storage in the Chapel.

b) Council considered and approved the Cashbook for April and May.

c) Council considered and approved the following payments:

Salary Jenny Brimble, Clerk

£804.53

TEBAY PARISH COUNCIL

Mrs J Brimble – Stationery – Tri colour toner/Royal Mail £5.00	£31.48
Cumbria Payroll Services	£20.40
Brooks Sibling Ltd – Grass cutting	£768.00
Jean Airey – Internal Auditor	£130.60

9. Governance:

a) Consideration and approval 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 to be undertaken in September's meeting:

- Standing Orders
- Financial Regulations
- Publication Scheme and Freedom of Information Policy.
- Health and Safety Policy

The following documents to be reviewed and completed in September's meeting:

- b) Cllrs to sign GDPR Briefing (April's Meeting)
- c) Cllrs to sign Conduct of Conduct sign off sheet (Policy Emailed to Cllrs 23/05/26)
- d) Cllrs to complete Declaration of Acceptance of Office
- e) Cllrs to complete Declaration of Interests (Emailed to Cllrs 26/05/26)

10. 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:

- a). Cllr Brown reported that there are issues with overhanging trees and the path is cracking along Church Rise, resulting in the wall being damaged. Chair advised that the land belongs to the Lowis's. Michael Parker will speak to Johnnie Lowis.
- b). Cllr Waite to obtain x20 copies of bus timetables
- c). Cllr Kipling raised the issue of overhanging bushes opposite the recycling centre, Chair to arrange to be resolved.

11. Reports from Westmorland and Furness Council

Receive written or oral reports from W&FC Councillors.

12. Public Participation

Receive questions or representations from members of the public. A period of up to 15 minutes for members of the public to ask questions or submit written comments which will be read out at the meeting. Members of the public may receive a written response from the Council after the meeting.

13. Next Meeting

Council noted that the next meeting of the Full Parish Council is scheduled for Wednesday 30th September at Tebay Methodist Hall at 7.30pm

FOR THE ATTENTION OF

TEBAY PARISH COUNCIL

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/>

Signed as a true record.....

Dated.....30.9/26