TEBAY PARISH COUNCIL

MINUTES OF A MEETING HELD ON
Wednesday 30th September 2026
AT THE METHODIST HALL, TEBAY AT 7.30PM

DATE: 17th October 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

J. Brimble

Mrs J. Brimble, Clerk to Council

Minutes of Full Council Meeting
Wednesday 30th September 2026

1. Apologies

Apologies for absence received.

2. Declarations of Interests

None

3. Minutes

Minutes from the previous meeting held on Wednesday 29th July were approved as a correct record of the meeting.

4. Outstanding Business

Progress from resolutions of previous meetings were considered:
a) The Crime Commissioner, David Allen's secretary cancelled his attendance at September's council meeting, clerk provided dates for meetings for the remainder of the year, Oct/Nov.
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 advised that Scott McLaughlan from W and F Council has advised they have the budget and are replacing ex Parish lights with LED next spring. x25 ex Eden District

streetlights in the Tebay area will be replaced with LED in the next few weeks, W & F Council will have complete control over them remotely on laptop, if an individual requests for light to be turned down or off will be declined, if community request will be done. As they are changing out lights to LED will not be as many dark spots as there are now. Clerk to proceed with Google Earth Map of the village and mark on where extra streetlights required.
d) Cllr Meadowcroft - car abandoned on the hardstanding has now been removed. However, another car is parked up with a man sleeping in. Cllr Murray to investigate.
e) Cllr Waite emailed 10/08 to confirm that the in-house team at W and F Council have been asked to repair any located defects potholes A685 Woodend Cottages to the school and around Roundthwaite. Cllr Redwood confirmed potholes in the road at Roundthwaite have been repaired. Gulley opposite the school was flooded, Cllr Murray to review.
f) Chippings on the main road A685 - 10/08/26 Cllr Waite requested Chair to contact him to provide a specific location. Chair advised still not done. Cllr Murray to investigate.
g) Council awaiting applications for Cllr, vacancy advertised in village noticeboards and in the Parish Magazine the Link in July/August.
h) Cllr Kipling - 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.
i) Council approved Clerk to proceed with purchasing the x9 xA4 noticeboard proposed by Cllr Nelson and double door noticeboard from Earth Anchor.
j) Cllr Kipling - red litter bin is back in original location in the recycling centre. 10/08 Cllr Waite advised W and F Council officers to investigate and take action as is considered appropriate. Bin still requires a metal liner container.
k) Chair advised Brooks Sibling have been taken over. Chair to seek x3 alternative contractor's quotations at the end of the year.
l) Clerk - 24/09 Speed sign is now working.
m) Cllrs Redwood and Waite made a site visit to Roundthwaite to review garbage collection issue. Cllr Redwood to send a letter to W and F council to advise that the small van with mesh sides collecting garbage which turns around near Roundthwaite has been seen partially full, propose this could be used to collect garbage.
n) Application for repairs to the Member Locality Budget Scheme for play area repairs (in the sum of £1000 or x2 £500). Chair is creating a list of repairs for quotation.
o) Annual Play Area Inspection Report - Chair to start a log and arrange for contractors to undertake the work identified in report.
p) Cllr Nelson - application to the Community Resilience Fund for a stock of sandbags to be used in the event of flooding. Chair to enquire at Tebay Club if they could be stored there.
q) £2 bus fare – Cllr Murray confirmed this is being funded by Government money.
r). Cllr Brown - reported overhanding 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.
s). Cllr Meadowcroft confirmed copies of bus timetables have been received and distributed.
t). Cllr Kipling raised the issue of overhanging bushes opposite the recycling centre, Chair to arrange to be resolved.

5. Defibs

a) Cllr Ainsworth-Hammond reported that, whilst the light is not working in the defib at the Barnaby Rudge, all defibs are in working condition, Clerk to update the Circuit online.

b) Chair advised two faulty defib cabinets to be replaced in the Autumn. Clerk to proceed with purchasing from offer received from Peter Bond.
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.
d) First Responders are disbanding, funds to be donated to TPC and Orton PC, clerk confirmed she has provided TPC bank details, awaiting donation.

6. Correspondence
The following matters were considered:
a). Barclays bank confirmed mandate changes have been completed. Clerk's proposal that an application for online banking and bank card for stationery purchases to be postponed whilst other more critical task be completed was approved by the Council.
b) 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 emailed 10/08 to advise the utility had stated that they 'are doing everything they can to be off site before extension end but can only go as fast as safety will let us'. Also, that replacement sacks are being left by the contractor at the temporary communal collection point. If any householders have not received them to contact Customer Services Team, they will arrange for replacements to posted to them via Royal Mail.
c) Letter received from Bernard Thornborro:
- Concern over ragwort (poisonous weed) referred to W and F Council, Cllr Waite advised by highways officers that this was on private land, parishioner advised almost gone now.
- pot holes on the pavement between Woodend Cottages and the school – Cllr Waite emailed 10/08 to advise the in-house team have been asked to repair, not done yet.
d) Chair attended the M6 Lune Gorge Project meeting 29/09. Cllr Redwood advised she had spent x3 hours turning traffic redirected from the closed M6 after an accident from taking the Roundthwaite road and that Kier had assisted with providing signage. Cllr Murray to raise issue of required signs for either end of Pikestone Lane - 'single track road - no passing places' with the highways department at W & F Council
e) Chair advised that the generator service will be done in the next couple of weeks
f) Clerk advised TPC had received an invitation to take part in new survey on Local Council Provision of toilets.
g) Keir poster in noticeboards – suggest not enough room in PC noticeboard for council notices, Chair to provide Clerk with name of Keir contact.
h) Clerk advise TPC had received an invitation to sign up to Civility & Respect Pledge, Chair checked - no Cllrs had reviewed the information.
i) Upgrade to TPC website – consider quote from Matt Strickland, to be considered in October's meeting.
j) Electricity North West – Business Plan – Chair confirmed he had completed the survey, no Cllrs had reviewed.

7. Planning
The Council considered the following planning applications:
a). 7/09/26 Delph Lodge, Tebay – lawful development certificate – existing use – refused
Mr Jackson raised objections to the Parish Council's comments given to the W and F Council regarding his planning application. The Chair advised that the Parish Council had only passed

on the Council's comments on the planning application and that the Parish Council has no powers over any decision made by the W and F Council.
Mr Jackson also raised an objection to the action that the W and F Council had taken in imposing a x3 year limit of time to start building, which he believes is unlawful. Cllr Murray to make enquiries if this action by W and F Council is legal.
b) 13/08/26 7 Highfield, Tebay, CA10 3TJ proposed single storey extension to front of property

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 June/July/August.
c) Council considered and approved the following payments:

Salary Jenny Brimble, Clerk	£398.93
(Clerk Salary August £398.93 paid by cheque by Chair)	
(PAYE underpaid June £283.91 paid by cheque by Chair)	
Cumbria Payroll Services – August & September	£40.80
Mrs J Brimble – Stationery	£60.04
Brooks Siblings Ltd – grass cutting	£768.00
Play Inspection Company – annual inspection	£392.40
Warm Spot Donation	£400.00
Jean Airey – Internal Auditor	£130.60

d) Budget Review – clerk to undertake half yearly review and present in October's meeting.

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 October'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 October'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

Reports from Members brought to the attention of the Council for information or discussion:
a). Cllr Meadowcroft raised the issue of the Water Board working on the drains and water supply, Len Clarke advised he had observed someone filling a tanker with water. Chair advised members to be vigilant.
b). Cllr Meadowcroft suggested that a separate committee could be set up to apply for funding for the village play areas. Would require volunteers to take part.

c). Cllr Ainsworth Hammond sought approval from the Parish Council to put herself forward to be a representative for Tebay of a Community Group, council approved.
d). Cllr Kipling raised the issue about the gate by the cattle grid being held together with a piece of string, Cllr Murray to raise with W & F Council.
e). Cllr Brown advised her neighbour is burning tyres and rubbish in his garden causing noxious fumes which could potentially be an environmental hazard, Chair to have a word and report to W and F Council if not ceased.
f). Cllr Nelson suggested the Council consider applying for first stage funding from Energy Fund, for a project such as small hydro or solar plant by the River Lune, Chair invited ideas from Members.
g). Cllr advised that x2 mattresses have been fly tipped – Chair to investigate.

11. Reports from Westmorland and Furness Council
The following report received from W&FC Councillor:
a). Junction 38 – there is to be a further consultation in February, need as many people as possible to participate.
b). Green Site/Recycling centre use – the council expressed their desire to retain this as it is well used and raises funds for Tebay Primary School.

12. Public Participation
The following questions were raised by members of the public.
a). The issue of trees which require lopping on Church Street – Chair advised they belong to Johnie Lowis and are not the responsibility of the Parish Council.
b). Bushes on the roundabout blocking visibility – Cllr Murray to raise with National Highways.
c). Pot holes on Church Street – Cllr Murray to raise with W & F Council.

13. Next Meeting
Council noted that the next meeting of the Full Parish Council is scheduled for Wednesday 25th November 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/

Signed as a true record.....

Dated 26 10 2026