

# Garsdale Parish Council

## 18 November 2025

**Minutes of the bi-monthly meeting for the Parish Council of Garsdale held at 7.30pm on Tuesday 18 November 2025 at Garsdale Village Hall, Garsdale.**

**Present: Councillors** Simmonds (Chair), Todd, Labbate, Dickinson, and Colton. Also in attendance, the Clerk J Hassam.

### 1. Apologies for absence

Apologies were received from Cllr Ellwood and accepted by the meeting. Cllr Colton was unavoidably delayed, and arrived at Item 6.3.

### 2. Co-Option Vacancy

Following the recent advertisement for Co-Option, Members were pleased to receive a qualifying application from Brenda Koo. The applicant was proposed by Cllr Simmonds and seconded by Cllr Dickinson and, following a vote, unanimously declared successful by the Chair and duly elected. Formal Declaration of Acceptance of Office will be signed with the Clerk as soon as practicable, along with Declaration of Interest form to Westmorland and Furness Council.

### 3. Declaration of Interest

Item 9 Planning – Cllr Labbate (Birkrigg)

Dispensation request forms were submitted by Cllrs Todd and Dickinson, in respect of their position as Trustees for Garsdale Village Hall, and were accepted by the meeting. These will be reviewed annually.

### 4. Minutes of Garsdale Parish Council meetings, dated 17 September 2025

Members resolved to adopt the minutes previously circulated, for the bi-monthly meeting in September, and they were signed as a true record by the Chair, Cllr Simmonds.

### 5. Report/Update from Westmorland and Furness Council

Cllrs Mitchel and Hodgson were not present at the meeting. **i) Community Governance Review**  
Members considered the recently shared information relating to the consultation being led by Westmorland and Furness Council. Members all agreed they were content with the current Parish format and that the Clerk should submit a 'no change required' response.

### 6. Progress reports/updates

- 6.1 Clerk – The Clerk shared a response from Lizzi Collinge MP in respect of Network Rail declining to install/reinstate a level crossing at Garsdale Station.
- 6.2 Village Hall – Members noted that the Committee were still waiting for confirmation from the Diocese for the installation of the emergency phone.
- 6.3 Highways – Members noted some works had been carried out on Back Lane and that Highways had recently attended a location close to East End Bridge in relation to various reports of the culvert and potential undermining of the road surface. Cllr Labbate advised that Highways had attended and confirmed remedial works are required at this location, however, a date for completion is not yet known. As always, Members are reminded that these can be reported directly, on the portal, and photos to evidence the issue are advised.
- 6.4 B4RN VoIP emergency phones – Cllr Simmonds has been in contact with Garsdale Station, and awaits further updates about any potential future costs/provision. (see also, Item 6.2)
- 6.5 Update on Transport Group – In the absence of Cllr Ellwood, Cllr Colton confirmed she had recently attended the Sedbergh Economic Partnership meeting where public transport had been discussed. Cllr Colton was able to highlight that any public transport would be beneficial to young people as well as older people.
- 6.6 Statement – Members generally discussed the merit of issuing a public statement in response to various issues/concerns/complaints previously raised (see July 2025). Members resolved to defer until January when it was hoped all Members would be present. In the interim, it was agreed that a statement should be drafted for consideration at a future meeting, though only published if required.

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### 7. Public Participation/Open Session

Two members of the public were welcomed to the meeting. One query was raised about the Council following up on Item 9.3 (September 2025) in respect of retrospective payments and Members asked the Clerk to liaise with CALC for further guidance. Also, a query was raised in respect of what percentage of Parish Council precept (per household) had been spent on the External Audit review (along with other previous items considered unapproved). The Clerk advised circa £4.69 per household (based on the current tax base of 160.00) for the external audit fee (£2.50 per household for items considered unapproved).

### 8. Financial Matters

**8.1 Bank statement reconciliation** and update of receipts and payments 2025-2026, with the current bank balance noted as £4770.04 (12/10/25). Two cheques from the previous meeting remain outstanding, with the latest bank statement being due soon. Members additionally noted a brief update in respect of funds being held from a quiz earlier in the year, for the support of a VoIP phone and it was agreed that when funds were received, they would be held as an earmarked reserve for the future.

**8.2 To consider and approve payments to January 2026** Members resolved to approve Clerk remuneration for November/December (£418.36), additionally agreeing that payment could be made early in December ahead of the festive break. PAYE was also noted at £156.80. No other payments were currently known, however, if anything further transpires, the Clerk will liaise with Members via email and report at the next meeting.

**8.3 Any update on banking arrangements** The Clerk advised that she hoped to progress the transfer late December/early January when no payments/receipts were anticipated. The Clerk will then liaise further with NatWest about adding Cllr Dickinson, as previously agreed.

**8.4. Clerk to consider VAT126 claim prior to fiscal year end.** The Clerk hopes to progress a reclaim as soon as practicable.

**8.5 Budget 2026-2027 (draft circulated)** Members considered the draft budget and resolved to adopt. Residents continue to be reminded that they may approach the council, in the future, for potential support for community projects, including the Village Hall.

### 9. Planning Applications

**S/02/129 Birkrigg Farm, Garsdale** Householder planning permission for internal and external works to dwelling to include removal of the 20<sup>th</sup> century porch, existing kitchen and services, internal partitions, plywood stair, concrete slab and mid-century metal windows throughout, replacement of bressummer beam; conversion of part of the adjoining barn (already in domestic use) to provide additional living accommodation; erection of new porch; insertion of timber sash windows and timber casement windows; provision of kitchen, bathroom, under floor heating and ground bearing slab and application of breathable lime render to masonry walls. Members resolved to ratify their no objections response, previously submitted.

**S/02/68D/LB Ingheads, Garsdale** Listed building consent for internal alterations to form new bedroom within current games room including replacement timber window. Members resolved to ratify their no objections response, previously submitted.

### 10. Correspondence, notices, and publications

The Clerk mentioned a forthcoming event, for Members, being presented by Westmorland and Furness Council, Winter Readiness, and Cllr Simmonds hopes to attend. Cllr Dickinson advised that she had recently attended the CALC AGM.

### 11. Councillor matters/exception items

Members continued to note their concern for lack of maintenance of verges/hedges and Cllr Simmonds hopes to raise this generally at the Highways meeting.

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### 12. Date of next meeting

Members resolved that the next meeting would be the bi-monthly meeting of Garsdale Parish Council **7.30pm Wednesday 21 January 2026.** This would be held at Garsdale Village Hall, Garsdale, Cumbria

Chairman.....

Date.....

Please note that these are draft minutes, subject to change and will not be signed until the next meeting.

DRAFT