

Lorton Parish Council

Minutes of the parish council meeting held on Wednesday 3rd Sept' 2025

Present: Cllrs Peter Deeks (chair), Glenis Postlethwaite, (vice-chair), Garan Comley, Cathy Lee, Zindzi Cresswell, Bruce Wilson.

Cumberland Councillor. Cllr Jill Perry.

Clerk, Mike Milner. 3 members of the public.

867.00 Apologies for absence, None

868.00 Declaration of Interest. None

869.00 To approve and accept the minutes of the last Lorton Parish Council held on Wednesday 2nd July 2025, as a true record.

869.01 Councillors unanimously resolved to approve the minutes.

870.00 Public participation. Approx. 15 mins.

Chair noted that one member of the public was Community Chaplin, so he brought agenda item 13 to next item as no other public participation or reports.

871.00 Consider request from Community Chaplain, Lois Sparling, to attend and discuss supporting the community, within her duties.

871.01 Community Chaplin advised briefly her responsibilities. Chair thanked her for her contribution.

Chair resumed agenda at item 5.

872.00 Police Matters.

872.01 clerk had circulated the e-newsletter.

873.00 Applications for development.

873.01 clerk advised after July meeting an application 7/2025/2135 had been received, it concerned a letter submitted and registered to LDNP Planning Authority 24th June 2025 to remove an affordable S106 condition on the property Orchard House, High Lorton, but retain the local occupancy condition. Submission date 6th August, application received 9th July. Clerk requested extension for submission date until 8th September, refused by Planning Case Officer, therefore clerk followed Lorton Planning Policy document criteria. Clerk circulated all documents and based on the majority response of Cllrs by email response, objection to the application, clerk made the appropriate submission of OBJECTION. Clerk noted still no decision by case officer.

873.02 application T/2025/0153 Lorton Hall, Lorton, request to fell trees. Circulated to councillors 29th August with all documents. Cllrs unanimously resolved to approve the applications felling requirements.

874.00 Matters concerning Cumberland Councillor.

874.01 Cllr J.P CC detailed latest waste disposal collection arrangements being introduced and advised that fuller details on Cumberland website.

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874.02 Cllr J.P then read an email about the traffic survey by school. Clerk had the previous day received the full survey results and circulated to councillors. Highways acknowledged area as 30mph area. The counters recorded a mean speed of 20.5 mph and 26.8mph 85th percentile speed at site 1 (o/s Haresfield) and 20.6 mph mean speed, 26.3mph 85th percentile at site two (outside the tennis courts). Clerk explained the meaning and from experience Highways and police would take no further action. If after installation of signs and lights those figures were recorded, that would be considered an excellent result.

874.03 Cllr G.C was concerned about the highspeed motorist. Cllr C.L proposed that legal appropriate traffic signs were purchased and installed. Unanimously agreed by all Cllrs and clerk confirmed that there would be no problems with planning about installation of such signs. Clerk to make appropriate purchase having established correct fitting size.

874.04 Cllr Z.C requested A5 leaflets placed in public noticeboards advertising waste collection changes. Clerk to put in main noticeboard.

875.00 Consider the vandalism of the Pound signage and grass verge signs and possible options.

875.01 Chair confirmed that the second missing "Private Property" sign removed from the Boon Beck bridge in The Pound grounds, had been found. After discussion Cllr G.C agreed to refit the sign at its previous location. He thought his method of fixing would be 100% successful but no guarantee.

875.02 Cllr Z.C that based on the advice in Good Councillors Guide, public funds were for the benefit of the community not an individual. All councillors agreed and that unanimously approved her proposal that if the sign was removed again, it would not be replaced.

875.03 Based on that decision, Cllrs agreed that no further No Parking signs would be bought to replace the ones currently installed at verges in the parish which being vandalised.

876.00 Adopt the three new policy documents: Lorton Parish Council Complaints and Vexatious Complaints Policy, Grievance Policy, and the Lorton Parish Council Disciplinary Procedures, to replace existing 2015 policy. Documents attached.

876.01 Chair explained the current policy regarding complaints was dated 2015 and legislation had changed. New documents required to replace one old one.

876.02 Cllr C.L raised the issue in the Complaints document at note 4.3 about whether the complainant should actual be advised of the disciplinary action taken by the parish council as the employer against the employee. Clerk would recheck with CALC and NALC, who had provided the wording based on ACAS guidelines. Cllrs did however unanimously approve the Disciplinary Procedure and the Grievance Policy documents.

877.00 Parish Plan. Discuss next steps (public consultation, action plan etc) after publication and QR code link in Summer newsletter.

877.01 It was agreed that Cllr G.C would organise the action plan and then arrange a public event for local residents.

878.00 Resolve to amend clerk's salary at LC2 level 19, nationally approved by NALC and back date the award to 1st April 2025. As recommended by NALC and Calc.

878.01 Cllrs agreed unanimously to approve the 52p/hr salary increase and back date it to 1st April 2025.

879.00 Discuss situation about "Permitted Footpath" between Low Lorton to Church Lane, which is currently overgrown and not a PROW.

879.01 clerk had circulated the email from Countryside Access Team. It was decided that chair Cllr P.D would make contact with the resident who is landowner and request action on the path's access. Then issues highlighted by Countryside Access would be addressed with agreement with the LDNP Authority, as path in their area of responsibility.

880.00 Complete and sign the approved bank mandate form as per July 2025 minute note 858.03.

880.01 Clerk had requested Cllr B.W and the chair Cllr P.D for certain personal details that evening as requested by HSBC online bank facility and he would deal with the process.

881.00 Consider the ramifications of adopting our own domain name (for example www.lorton.gov.uk) its use for email addresses of councillors and clerk and how it would affect current Melbreak Communities website use. New website set up cost and annual maintenance costs. Recommended in Good Councillor Guide.

881.01 chair explained that latest government guidance was requiring that the parish council should have its own domain name and therefore specific associated email addresses for all Cllrs and the clerk, using a suffix gov.uk although .com or org.uk. can be considered.

881.02 One of the members of the public present confirmed Blindbothel had discussed the issue, initial costing was £600 approx. for a website and £13/annum per email address.

881.03 clerk to investigate the various options and report back to the council. Clerk advised that one of the questions on the AGAR form at the year end will concern the parish website, use of emails and conforming to WCAG 2.2 accessibility and GDPR compliance.

882.00 Chair to advise on the current position on the Tennis Club lease renewal and also progress of the repair to parish benches located in the parish.

882.01 chair advised that he was currently awaiting a requested quote for the legal cost of the new lease in respect of the tennis club lease. As for the benches, he was in discussions with a source for repairs, but currently try to find a company to provide replacement slats for the old railway station seat at sewerage bend in Lorton. Cllr G.P asked for dimensions and perhaps her husband has appropriate hardwood timber. Chair advised current cost for the timber is £450.

883.00 Progress reports, clerk.

883.01 clerk has reregistered parish with Pensions Regulator on 6th July, a legal requirement.

883.02 written confirmation from Sophie McKee, Investment Manager, North England, National Lottery Heritage Fund, that the End of Grant Report with associated images and reports plus evidence of all expenditure has been recorded as complete. Records closed.

883.03 all councillors' pecuniary forms lodged with Cumberland Council.

883.04 clerk was chasing both Cumberland Council and Highways for school traffic report. (since received and circulated).

883.05 Parish Field Gate Stoop, right hand viewed from road, reported broken. Chair photographed and confirmed stoop rotten. Tivoli have carried out repair ready for school return, £201.76 ex VAT.

883.06 clerk advised Crummock Water weir, UU now considering 3 alternative solutions, public consultations by end of year and then a revised planning submission Spring 2026.

883.07 Newsletter compiled from all submitted content, printed and distributed.
883.08 clerk had attended the 2nd LDNP Planning Seminar, again duration in excess 2 hours, hosted by Andrew Smith, Head of Development Management, LDNP. Full video recording circulated to all councillors and also the PowerPoint presentation.

884.00 Councillors Reports.

884.01 Cllr C.L advised YTH preferred development options was near to completion with preferred option decision to be made.

884.02 Cllr G.P advised on Melbreak activity and participation at coming Sunday's Loweswater Show.

884.03 Cllr Z.C updated on Apple Day in October and that there was to be a village trail. Also brought up presentation of agenda and content, but realised no AOB on at a parish council meeting.

885.00 Correspondence.

885.01 Effective Cllr training undertaken Part 1 by Cllr B.W £30 Calc invoice received.

885.02 Tivoli invoice July ground maintenance received £259.09

885.03 email received from Lorton shop about number and severity of road closures.

885.04 local resident complained about the article in the newsletter, quoting UU content about Crummock Water weir.

885.05 Printpoint invoice for July newsletter £83.00

885.06 resident reported street light 22 not functioning correctly. Reported E1/253688.

885.07 Cumberland Council requested circulation of a letter from Monitoring Officer and a PowerPoint presentation about Code of Conduct. Request from Egerton PC about source of Interpretation Boards and details of planning etc, duly provided.

885.08 Former Cllr Chris Poate, to no longer undertake contact roll with Harvey Davidson, Bigfoot contractor. Tanya St Pierre who wrote all the grass verge regimes will take on the responsibility. Harvey aware of that situation.

885.09 after numerous attempts Harvey Davidson has supplied May and June invoices and been paid, plus also supplied July and August invoices. £1071.80 in total value.

885.10 Tivoli invoice for August ground maintenance rec'd £259.09 inc VAT.

885.11 Tivoli invoice for Parish Field stoop £242.11 inc VAT received.

885.12 clerk circulated Visitor Accommodation Impact email, but no response. Cllrs advise not received, clerk to resend, completion by 16th September.

885.13 Highways advise chamfer stone to be installed on 27th October at Boon Beck bridge corner. One day road closure, but no TTRO yet received.

885.14 homemade signs erected at Boon Beck bridge about use of U2009 via Boon Beck to B5289 and reverse route. Clerk contacted Highways, width restriction signs to be installed, but One,Network is to have an official width restriction put on it, for this particular section of road. This will flag the Sat Nav providers of the change. That action should stop HGVs, Campervans and car and caravan units, however if such vehicles are using the wrong Sat Nav for their particular vehicle, errors will still occur. Highways say they cannot stop ordinary vehicles travelling the road as it is a "Public Highway".

886.00 Payments for approval.

Tivoli Intpay 265, £259.09 Parish Field July cut. Back charged School £107.95

M Milner Intpay 266, £193.30, salary August £193.30 only.

HMRC PAYE Intpay 267, Clerks tax £48.20, August 2025.

Above payment to conform with HMRC submission timescales.

HSBC bank charges D/D for July £8.00
M Milner Intpay 268, £330.65, Salary Sept + pay increase £230.70, Expenses £99.95
HMRC PAYE, Intpay 269, £57.60, clerk's Sept PAYE.
Calc Training Intpay 270, £30.00 Bruce Wilson training Effective Councillor Part 1.
Printpoint Intpay 271, £83.00, Summer newsletter
Tivoli Intpay 272, £242.11, Repair Parish Field stoop.
Tivoli Intpay 273, £259.09 Parish Field August cut. Back charged School £107.95
Harvey Davidson, Bigfoot, Intpay 274, £535.90, July and August grass. £267.95 x 2,
All Payments approved.
Meeting closed 9.17pm.
**887.00 Date and time of next meeting Wednesday 5th November 2025 at 7.30pm,
the meeting will be held in Yew Tree Hall.**

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