

UNDERSKIDDAW PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW Tel: 0750 800 1602

Email: Clerk@Underskiddaw-pc.gov.uk Website underskiddawparishcouncil.co.uk

Minutes of the Underskiddaw Parish Council meeting held on Tuesday 2 September 2025 at 2.00pm in The Church Room, Underskiddaw.

Present: J Boniface, P Cooke, A Daniels(chair for this meeting), D Griffiths

Also Present: N Phillips (Clerk/RFO) Cumberland Councillor J Perry

Minutes

37. **APOLOGIES FOR ABSENCE** - received apologies and approved reasons for absence from Cllr Burn

38. **MINUTES OF THE COUNCIL MEETING held on 1 July 2025** - authorised the chair to sign, as a correct record, the minutes of the meeting held on 1 July 2025.

39. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any personal interests in items on the agenda and their nature
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
- d. To make any requests for dispensation

40. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public

41. PUBLIC PARTICIPATION -none present

42. CUMBERLAND COUNCILLOR REPORTS—received the following items for information:

Changes to waste and recycling system from end of September and so residents will need to check website for new routes and days for collection. Some properties will be added to the recycling route. Planning policies are being amalgamated within Cumberland and outside of the LDNPA and residents are encouraged to take part in the consultation. Highways agency are reporting that they will provide mirrors to Parish Councils for them to install.

43. POLICE MATTERS –resolved not to submit any matters to the Local Focus Hub.

44. PLANNING APPLICATIONS -

- a. noted the following applications that were delegated to the Clerk for decision following consultation with councillors and the comments below made online.

7/2025/2125	Applerigg (previously named The Sheil), Applethwaite,	Single storey extension to the rear of the house with rebuild of	Underskiddaw Parish Council is supportive of this application, as they believe it will have minimal visual impact, being mainly located to the rear of the property, and will enhance the usability of the property.
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	Cumbria, CA12 4PL	existing sunroom to the side	
7/2025/2131	Ormathwaite Hall, Ormathwaite, Keswick, Cumbria, CA12 4PQ	Conversion and refurbishment of a small curtilage outbuilding to create a one- bedroom, self- contained holiday let.	A sympathetic upgrade is planned to allow the outbuilding to be used as a one bedroomed holiday let, and there will be minimal change to the outside of the building. Unlike the recent Oxley's Spa application, there would be only a minimal increase in traffic and therefore the Parish Council is happy to support this application.
7/2025/2128	Underscar Manor, Oxleys Health Spa, Applethwaite, Keswick, CA12 4PH	S73 (Amend/Delete Condition)	In decision notice 2018_2184DN the following comments were made Notwithstanding conditions 11 and 13 of planning permission 7/88/2005 dated 15 April 1988, the leisure facilities hereby approved shall remain ancillary to the proposed Underscar Manor development approved by permission number 7/88/2004, shall form part of a single planning unit with that development and shall not be used other than by residents of the development and bona fide members of the leisure club. The leisure club membership shall not exceed 125 at any one time. REASON: An unrestricted use would be detrimental to highway safety and the amenities of adjoining residents. An increase in the number of members would therefore still have an impact on highway safety and the amenities of adjoining residents. Therefore, the Parish Council objects to this application.

45. FINANCE

a. Payments- authorised schedule of payments totalling £1264.56 (VN VN18-43)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
Already paid							
18	29/05/2025	WJP Software Ltd	0	Website	175.00	35.00	210.00
29	19/07/2025	K A Gardening	Invoice 134	Grounds care	135.00	0.00	135.00
30	23/07/2025	K A Gardening	Invoice 142	Grounds care	120.00	0.00	120.00
31	01/08/2025	K A Gardening	INVOICE-149	Grounds care	120.00	0.00	120.00
32	05/08/2025	Nick Philips	0	Clerk Salary increase	32.00	0.00	32.00
33	05/08/2025	HMRC	0	PAYE increase	8.00	0.00	8.00
To be paid							
38	01/09/2025	Starboard Systems Ltd	0	Scribe Subscription	15.00	3.00	18.00

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39	03/09/2025	Crossthwaite Parish Room	URH	Room rental	25.00	0.00	25.00
35	14/09/2025	Nick Philips	0	Clerk Salary	205.88	0.00	205.88
36	14/09/2025	HMRC	0	PAYE	51.40	0.00	51.40
35	14/09/2025	Nick Philips	0	Clerk Salary	26.00	0.00	26.00
37	30/09/2025	Unity Trust Bank	0	Bank Charges	6.00	0.00	6.00
40	01/10/2025	Starboard Systems Ltd	0	Scribe Subscription	15.00	3.00	18.00
41	14/10/2025	Nick Philips	0	Clerk Salary	205.88	0.00	205.88
42	14/10/2025	HMRC	0	PAYE	51.40	0.00	51.40
41	14/10/2025	Nick Philips	0	Clerk Salary	26.00	0.00	26.00
43	31/10/2025	Unity Trust Bank	0	Bank Charges	6.00	0.00	6.00

- b. **Monthly reconciliation (June and July 2025) –received and noted** the reconciliation and balances checked by Cllr Horsburgh.
 - c. **Monthly budget update- received and noted**
 - d. **noted** that the Clerk has transferred £15000 to the savings account.
46. **HIGHWAY MATTERS:** resolved to ask the clerk to report the following – to ask for mirrors.
47. Autospeedwatch –received a suggestion and resolved not to purchase at this stage but re-visit if the speed limit is lowered as part of the area review in 2026/27.
48. Funding request from Citizens Advice Allerdale –resolved to ask them to complete the Parish application form.
49. Clerk recruitment –discussed and resolved to instruct the clerk to start the recruitment process.
50. Parish Survey Action plan –received and noted the updated action plan.
- 51. Clerk and Councillors’ reports/items for future agenda**
Clerk update – to note that Cllr Butcher has resigned due to work commitments.
- 52. Date of next meeting**
The next meeting of the Parish Council will take place on Tuesday 28 October 2025 in Underskiddaw Church Room at 2.00pm.
Agenda items to be submitted to the Clerk by 12 noon on 17 October 2025.
meeting closed at 14.50