

## UNDERSKIDDAW PARISH COUNCIL

### DRAFT MINUTES OF MEETING HELD ON TUESDAY 6<sup>TH</sup> JANUARY 2026 IN THE CHURCH ROOM UNDERSKIDDAW AT 2.00 PM

#### **PRESENT:**

Councillor D Burn (Chairman)

Councillors: Jan Boniface, Peter Cooke, Allan Daniels, Diane Griffiths, David Horsburgh and Lynda Walker (Clerk).

The Chairman welcomed the new Clerk, Lynda Walker, and wished everyone a Happy New Year. He reported that Councillor Dorothy Fernandez had fallen and been admitted to hospital. Councillors wished her all the best for a speedy recovery.

#### **67. Apologies**

Apologies for absence were received from Councillor D Fernandez – reason for absence approved – and District Councillor Jill Perry.

#### **68. Minutes**

The Minutes of the meeting held on 16<sup>th</sup> October 2025 were approved and signed as a correct record.

#### **69. Declarations of Interests/Requests for Dispensation**

- a. Councillors were reminded of the need to update their Register of Interests.
- b. No personal interests in items on the agenda were declared.
- c. No prejudicial interests in items on the agenda were declared.
- d. There were no requests for dispensations.

#### **70. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**

There were no items of business which required exclusion of the press and public.

#### **71. Public Participation**

No members of the public were present. –

#### **72. Cumberland Councillor Report**

The Clerk read an email received from Councillor Perry containing the following items for information:

- The Local Government Boundary Commission which was due to report back its final recommendations on 2<sup>nd</sup> December had issued a further consultation because the changes were so significant in three areas. The consultation runs until 26<sup>th</sup> January 2026. The change made to Underskiddaw is the same as in previous draft recommendations.
- Some issues have arisen due to changes in waste and recycling collections – she is happy to follow up any affecting the parish.

#### **73. Police Matters**

There were no matters identified for submission to the local Focus Hub.

**74. 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:

7/2025/2210	Lyzzick Hall Hotel Underskiddaw Keswick CA12 4PY	Insertion of 1no. new rooflight to existing flat roof	No objection
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b. **Received** – the following update on planning decisions

7/2025/2210	Lyzzick Hall Hotel Underskiddaw CA12 4PY	Insertion of 1no. new rooflight to existing flat roof	Granted
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**75. Finance**

a. **Payments** – the following schedule of payments totalling £506.17 was authorised:

Invoice Date	PAYEE	Cheque No/Ref No	Purpose of expenditure	AMOUNT £	VAT INC £	TOTAL £
<b>ALREADY PAID</b>						
03.12.2025	K A Gardening	Invoice 238	Grounds care	120.00	0.00	120.00
26.11.25	Nick Philips		Expenses	31.89	0.00	31.89
31.12.25	Unity Trust Bank		Bank Charges	6.00	0.00	6.00
14.12.25	Lynda Walker		Clerk Salary	205.88	0.00	205.88
14.12.25	Lynda Walker		Clerk Salary - WFH	26.00	0.00	26.00
14.12.25	HMRC		PAYE	51.40	0.00	51.40
26.11.25	Info. Comm. Office		Subscription	47.00	0.00	47.00
01.01.26	Starboard Systems Ltd		Scribe Subscription	15.00	3.00	18.00

b. **Monthly reconciliation** (31<sup>st</sup> December 2025) – the reconciliation of balances checked by Councillor Horsburgh was received and noted.

c. **Monthly budget update** – received and noted.

**76. Defibrillator in Millbeck**

A request for the Council to take on responsibility for covering the cost of replacement batteries and pads for the defibrillator situated in the cabinet attached to Underskiddaw Village Hall was considered. North West Ambulance Service had indicated that they would supply a new defibrillator but only if these costs were covered locally. It was **RESOLVED** that the request be approved and that the costs of replacement batteries and pads (approximately £75 per year) be met by the Parish Council.

**77. Clerk and Councillors' Reports/Items for Future Agenda**

The Clerk reported on information received including:

- An update from the Neighbourhood Policing Team
- Details of new and enhanced bus services
- Connecting Cumbria newsletter
- Details of a webinar on 'Age-friendly Towns and Parishes'
- Consultation on Cumberland Council's budget proposals for 2026/27

A discussion took place regarding progress on the actions identified in the parish survey and the Clerk was asked to ensure that an item was included on future agendas to cover this, and to check the current position in relation to a number of issues which had been raised. Consideration was also given to the best ways to communicate with parishioners using the contact information supplied as part of the survey.

**78. Date of Next Meeting**

The date of the next meeting was confirmed as Tuesday 3<sup>rd</sup> March 2026 at 2.00 p.m. in the Underskiddaw Church Room.

Agenda items to be submitted to the Clerk by 12 noon on 17<sup>th</sup> February 2026.

The meeting closed at 2.45 p.m.

Signed: .....(Chair)

Date: .....