

# TEMPLE SOWERBY PARISH COUNCIL

Clerk: Naomi Callaghan, 4 Chapel Mews, Gaisgill, Penrith, CA10 3DN

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There was a meeting of the Parish Council on Monday 14<sup>th</sup> July 2025 at 7pm in the Victory Hall.

## Meeting Minutes

Councillors:	Caryl Varty (Vice-Chair)
	Lisa Robinson
	Cliff Atkinson
	Andi Sambrook
Clerk:	Naomi Callaghan
Members of the Public:	7

16/25	<b>Apologies</b> Kevin Over – reasons noted.										
17/25	<b>Minutes</b> CV proposed to sign the minutes of the meetings held on Wednesday 14 <sup>th</sup> May 2025 as a true and accurate record; seconded by LR. Agreed.										
18/25	<b>Declaration of Interest/Requests for Dispensations</b> None. CV requested that the wording for this be amended for clarity; NC to action.										
19/25	<b>Public Participation</b> Play area – parish resident, Hannah Cleasby, would like to arrange a group to improve the equipment in the play area. Would a PC member be willing to join the group? CA happy to meet with the group and report back to the PC.										
20/25	<b>Local Councillor Report – Cllr Lorna Baker</b> Cllr Baker not present at the meeting.										
21/25	<b>Planning Matters</b> <b>21/25/1.</b> Cllrs discussed ongoing construction at 'The Works'; the site is a mess, NC to send a letter to the owners requesting that they clear away any mess on the village green. <b>21/25/2.</b> Cllrs noted decisions to any existing applications. <table><tr><th>Application Number</th><th>Location</th><th>Description</th><th>Comments</th><th>Decision</th></tr><tr><td>22/0537</td><td>The Works, Chapel Street, Temple Sowerby</td><td>Erection of a dwelling (resubmission of application 22/0026)</td><td>Objection Submitted</td><td>Pending</td></tr></table>	Application Number	Location	Description	Comments	Decision	22/0537	The Works, Chapel Street, Temple Sowerby	Erection of a dwelling (resubmission of application 22/0026)	Objection Submitted	Pending
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	22/0331	Briar Croft, Temple Sowerby	<i>Outline application for single dwelling and detached garage, with all matters reserved</i>	<i>No objections, observations submitted</i>	Pending
	2025/0791/FPA	Fairacre House, Temple Sowerby	<i>Variation of condition 2 (approved plans) for the addition of a window to the side of the extension. Attached to approval 2024/2304/FPA</i>	<i>No objections to plans; comments submitted.</i>	<b>Approved with conditions.</b>
	2025/0693/FPA	Acorn Bank, Temple Sowerby	<i>Removal of two weirs on Crowdundle Beck and associated works.</i>	<i>No objections to plans; comments submitted.</i>	Pending
	2025/0694/FPA	Acorn Bank, Temple Sowerby	<i>Listed building consent for removal of two weirs on Crowdundle Beck and associated works.</i>	<i>No objections to plans; comments submitted.</i>	Pending
	<p><b>21/25/3.</b> Cllrs noted correspondence received re: application 2025/0791/FPA and noted that PC correspondence on the application has been sent via post to Mr Hoyle as requested. CV gave feedback to the PC that she had spoken to Mr Hoyle who had received the information.</p>				
<b>22/25</b>	<p><b>Parish Houses &amp; Land</b>  <b>22/25/1.</b> CA gave the PC an update on 1CFV missing roof slate; issue ongoing.  <b>22/25/2.</b> CA reported that the plumbing issue at 3CVF is no resolved.</p>				
<b>23/25</b>	<p><b>Village Greens</b>  <b>23/25/1.</b> Cllrs discussed the completed tree report and the works advised. CV proposed to go ahead with the proposed work and contact Evolve to see what time of year they recommend for the work to be completed, seconded by LR. Agreed. NC to action.  <b>23/25/2.</b> Cllrs discussed grass cutting contract with Countrywide Maintenance Ltd. and noted that to date only 3 cuts had been completed. CV proposed to contact Countrywide re: invoices received and to agree to pay for the 3 cuts that have been done, seconded by AS. Agreed. NC to contact Phil Rogers. Cllrs also requested that a letter be sent to James Calllow to thank him for cutting some of the village green, NC to action.  <b>23/25/3.</b> Cllrs discussed potential tender for cutting contract from village resident Remy Beasley. AS noted, that tenders are usually done in November; Remy Beasley to be contacted again at that time. CA proposed that the PC investigate purchasing a lawnmower for volunteers to use to cut the greens; seconded by LR who suggested speaking to Pigney's regarding the purchase of a lawnmower. Agreed. NC to investigate any training that might be required for operation, insurance needed and running costs for the PC of a lawnmower.  <b>23/25/4.</b> Cllrs noted that the Maypole base needs to be rebuilt. KO and CA are happy to arrange this between themselves.</p>				



	<p><b>23/25/5.</b> Cllrs noted that dog fouling has increased on the greens; NC to look into purchasing some signs.</p> <p><b>23/25/6.</b> LR reported that the repair to the fence by the old phone box has been further delayed. LR proposed to remove the fence entirely as it is no longer needed; seconded by AS. Agreed. LR to investigate how the fence could be removed.</p>																																								
24/25	<p><b>Play Area</b></p> <p><b>24/25/1.</b> Cllrs noted that one of the baby swings in the play area is damaged. CA proposed removing the swing to prevent any injuries while the PC look at a longer-term solution; seconded by LR. Agreed. CA to action.</p> <p><b>24/25/2.</b> CV proposed to approve the play area inspection due in August, seconded by LR. Agreed.</p>																																								
25/25	<p><b>Finance</b></p> <p><b>25/25/1.</b> Cllrs noted and authorised the following payments: except Countrywide which is to be disputed as minuted in 23/25/1.</p> <table><tr><th>Date</th><th>Payee</th><th>Budget Heading</th><th>Amount</th></tr><tr><td>15.07.25</td><td>Countrywide (May)</td><td>Village Green</td><td>£756.00</td></tr><tr><td>15.07.25</td><td>Countrywide (June)</td><td>Village Green</td><td>£756.00</td></tr><tr><td>15.07.25</td><td>Victory Hall</td><td>Hall Hire</td><td>£20.00</td></tr><tr><td>15.07.25</td><td>CALC (Annual Subscription)</td><td>Misc expenses</td><td>£211.79</td></tr><tr><td>15.07.25</td><td>N. Callaghan</td><td>Clerks Expenses (May-July)</td><td>£65.80</td></tr><tr><td>15.07.25</td><td>Caroline Fancott-Beynon</td><td>Website</td><td>£7.39</td></tr><tr><td>15.07.25</td><td>Rachel Rigg</td><td>Website</td><td>£20.00</td></tr><tr><td>22.07.25</td><td>ICO (Date protection fee)</td><td>Misc expenses</td><td>£52.00</td></tr><tr><td>28.07.25</td><td>N. Callaghan</td><td>Clerk's Salary (July)</td><td>£470.13</td></tr></table> <p><b>25/25/2.</b> To note the balances of all Parish Council Accounts as of 8<sup>th</sup> July: <b>Unity Bank Current Account: £12,679.58</b> <b>HSBC Money Manager Account: £5,038.12</b> <b>PBS Parish Houses Account: £28,665.90</b> <b>PBS Maypole Account: £1,261.48</b></p> <p><b>25/25/3.</b> Cllrs discussed moving the HSBC Money Manager Account to a Unity Savings Account, proposed by CV, seconded by LR. Agreed. NC to action.</p>	Date	Payee	Budget Heading	Amount	15.07.25	Countrywide (May)	Village Green	£756.00	15.07.25	Countrywide (June)	Village Green	£756.00	15.07.25	Victory Hall	Hall Hire	£20.00	15.07.25	CALC (Annual Subscription)	Misc expenses	£211.79	15.07.25	N. Callaghan	Clerks Expenses (May-July)	£65.80	15.07.25	Caroline Fancott-Beynon	Website	£7.39	15.07.25	Rachel Rigg	Website	£20.00	22.07.25	ICO (Date protection fee)	Misc expenses	£52.00	28.07.25	N. Callaghan	Clerk's Salary (July)	£470.13
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26/25	<p><b>Policies for Review</b></p> <p><b>26/25/1.</b> Standing Orders – AS proposed to approve for 25/26, seconded by CV. Agreed.</p> <p><b>26/25/2.</b> Code of Conduct – AS proposed to approve for 25/26, seconded by CV. Agreed.</p> <p><b>26/25/3.</b> Equality and Diversity Policy – AS proposed to approve for 25/26, seconded by CV. Agreed.</p> <p><b>26/25/4.</b> Complaints Procedure – AS proposed to adopt, seconded by CV. Agreed.</p> <p><b>26/25/5.</b> Asset Register – to discuss if an external review of the register is required.</p> <p><b>26/25/6.</b> Annual Risk Register – Cllrs noted the updated to include online banking; to approve changes for 25/26.</p> <p><b>26/25/7.</b> Cllrs noted that the TSPC Financial Regulations also needs to be reviewed; NC to circulate to Cllrs before next meeting.</p>																																								
27/25	<p><b>Telephone Box</b></p>																																								

	<p><b>27/25/1.</b> CV propsed to sign contract confirming the purchase of the telephone box; seconded by AS. Agreed.</p> <p><b>27/25/2.</b> AS proposed approaching the village book club to ask if they would like to use it for a book swap library; seconded by CV. Agreed. AS to action.</p>
<b>28/25</b>	<p><b>Cobblestone repairs outside Kings Arms</b></p> <p>Cllrs discussed quote received for repairs to the cobblestones outside the Kings Arms. CV proposed that the recommendations from W&amp;F planning be circulated to Cllrs again for review and that the Kings Arms be forwarded the advice received by the PC; seconded by CA. Agreed.</p>
<b>29/25</b>	<p><b>Website</b></p> <p>CV proposed to approve that Rachel Rigg to tidy up the website as various things have gone out of sync; quote for work is £20 per hour; maximum of 2 hours needed. Seconded by LR. Agreed.</p>
<b>30/25</b>	<p><b>Correspondence</b></p> <p>Invoice received from CA for work done to the goalposts for £85.00.</p>
<b>31/25</b>	<p><b>Date of next meetings</b></p> <p>Cllrs noted the date of the next meetings:</p> <p>Monday 8<sup>th</sup> September 2025</p> <p>Monday 10<sup>th</sup> November 2025</p>

