

CLIFTON COMMUNITY COUNCIL

Clerk: Ms Becc Carter, 40 Windebrowe Avenue, Keswick, CA12 4JA. Clerk@cliftoncommunitycouncil.uk 077866 78283

Minutes of the Annual Clifton Community Council Meeting held in the Abbott Lodge on Thursday 21st May at 18:35

Community Councillors Present: Jonathan Davies, Sarah Davies, Claire Bland, Phil Clarke,

Attendance: Becc Carter

Apologies: Sharon Blaylock (Personal commitments),

With 4 councillors present the meeting was quorate.

42/26	To elect a chairperson for Clifton Community Council for the forthcoming year Resolved by all present that Cllr J Davies be appointed as Clifton Community Council Chair Person for the 26/27 year. Action: Clerk to update the website
43/26	To elect a Vice Chairperson for Clifton Community Council for the forthcoming year Resolved by all present that Cllr P Clarke be appointed as Vice Chair of Clifton Community Council for the forthcoming year
44/26	Apologies Resolved by all present that apologies be noted from those named above.
45/26	Minutes of last Clifton Community Council meeting The Chair was authorised to sign, as a correct record the minutes of the Community Council Meeting held on 16 th April 2026 (<i>previously circulated</i>).
46/26	Declarations of Interest/requests for dispensation None
47/26	Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960) None
48/26	Public Participation None

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49/26

Resolutions Update/Actions Log.

The resolutions sheet is hosted online for councillors to review and was noted as received.

Action: Clerk to update.

50/26

Planning

It was noted that a planning application has been received for the old village hall. Due to the fact the application only arrived on 21st May 2026 it was **resolved** that this be circulated to all for comments to be returned to the Clerk who will collate and return on behalf of the council under delegated authority.

Action: Clerk to collate comments and submit them to WAF

i. Planning applications received from WaF for Consultation

Ref: 21/0953

Location: Land South of Valley Road, Clifton, Penrith

Proposal: Outline application for a residential development, with all matters reserved

Resolved by the majority of those present that Clifton Community Council object to this proposal on the following grounds (1 abstention)

While the Council recognises the need for additional housing provision nationally and locally, councillors remain deeply concerned that this proposal represents unsustainable development outside the established settlement boundary and outside the spatial approach of the adopted Eden Local Plan.

The Council notes that this proposal originally formed part of an "enabling development" linked to Yanwath Hall Farm but has now effectively become a stand-alone housing proposal. Clifton is identified within the Eden Local Plan as a smaller village/hamlet and Valley Road has historically formed the recognised southern edge of the settlement. The Council is concerned that approving development beyond this boundary would undermine the plan-led approach to development and further contribute to the incremental expansion of the village into open countryside.

Councillors are particularly concerned at the increasing reliance on the tilted balance under the NPPF due to housing land supply issues, effectively setting aside carefully developed local planning policies and settlement boundaries.

The Council also notes the very significant level of public concern locally. Councillors are acting in accordance with the majority view expressed by residents and community feedback received in relation to the proposal.

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In addition, Clifton Community Council raises serious concerns regarding local infrastructure capacity. Residents already experience recurring electricity supply interruptions and there are ongoing concerns regarding sewerage and drainage infrastructure. Councillors are disappointed that several statutory consultees, including utilities and highways bodies, appear to be relying substantially on historic consultation responses dating from 2021 despite additional development having taken place in the area since that time.

The Council is particularly concerned regarding ecology and environmental impacts. The Council notes that Westmorland & Furness Council's Ecology Team has maintained objections and requested substantial further ecological information, including updated Great Crested Newt assessments, eDNA testing, updated habitat surveys, a full shadow Habitats Regulations Assessment and additional evidence regarding impacts on the River Eden SAC and associated habitats. The Ecology Team specifically confirmed in May 2026 that its earlier concerns remained unresolved.

Natural England also previously advised that the proposal has the potential to affect the River Eden SAC and associated designated sites through nutrient impacts and that further information and Habitats Regulations Assessment work would be required. The Council notes that whilst nutrient neutrality matters may now be progressing toward resolution through proposed mitigation measures, officers themselves have stated that this does not address wider ecological concerns or remove the need for further ecological assessment.

Concerns also remain regarding highways, traffic and cumulative infrastructure impacts. Although the Highway Authority did not raise a formal objection in 2021, it acknowledged the need for highway mitigation measures, amended speed limits, additional footway provision and potential Section 106 contributions.

Councillors are increasingly concerned that ongoing growth in the village, together with uncertainty around future school transport provision arising from academy conversion proposals affecting Ullswater Community College, could result in increased private vehicle use and additional traffic pressures on local roads.

Clifton Community Council is also disappointed that no meaningful Section 106 package or wider community infrastructure mitigation has yet been identified for Clifton itself.

Councillors consider that further large-scale housing growth without corresponding investment in community infrastructure, services and facilities risks creating additional social and infrastructure deficits within the village. Should Westmorland & Furness Council nevertheless be minded to approve the application, Clifton Community Council formally requests that:

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- the Community Council is fully engaged in all discussions relating to Section 106 obligations and mitigation measures;
- meaningful contributions are secured toward local infrastructure and community facilities;
- updated utility, drainage and highways assessments are obtained to reflect current circumstances rather than reliance on historic consultation responses; and
- all outstanding ecological and Habitats Regulations matters are fully resolved prior to determination.

Action: Clerk to submit these comments

ii. To note receipt of the below decisions

Resolved by all present that the below decisions be noted as received

Ref	Location	Proposal	Decision
2026/0251/FPA	5 Crooklands view	Creation of access & tarmac drive	Approved with conditions

51/26

Highways & Parish Maintenance

- i. To receive updates on any Highways related matters within the Parish.
- It was noted that there is a need to follow up with WaF about the resiting of the 'Last Battle on English Soil' Sign post.

Action: Clerk to follow this up with the relevant WaF Officer.

- A number of kerbstone issues in the Village have been reported to WaF via HIMS
- The concerns relating to the A6 road surface have been raised with WaF and a site visit has been requested to discuss this and other issues in the Parish. However due to Appleby Horse Fair WaF Staff Resources are limited currently

Action: Cllr J Davies to follow up with WaF regarding a site visit to discuss these issues.

- A request has been made to WaF to look at parking issues in Clifton Village and it is understood that this will be followed up after Appleby Horse Fair.

ii. Autospeed watch update

Resolved by all present that the annual subscriptions for these be renewed.

Action: Clerk to organise the renewal of these devices.

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iii. Footway Lighting/Street Lighting to discuss/consider next steps

A request for a meeting has finally been received from WaF to discuss how they can support Clifton Community Council in becoming a lighting authority.

Action: Clerk & Chair to hold a meeting with WaF prior to the next Clifton CC meeting.

Cllr J Davies suggested there is potentially a future opportunity for revenue generation from the footway lights by using them as host sites for 5G repeaters to improve mobile phone signal in the area, and also generate a revenue to keep the lights on.

iv. Clifton Dykes Speed Indication Device

It was noted that confirmation is still awaited from WaF on where this device could be sited.

WaF have sited TDU strips to review the behaviour of traffic in Clifton Dykes since the installation of the new gateway features and dragons teeth.

The Clerk confirmed a quote had been received of £3000 (inc VAT) for a Solar Powered Speed Indication Device including speed recording.

Resolved by all present that a budget be set of up to £4000 to purchase (and install) a SID for use initially in Clifton Dykes once clarity has been received on WaF on the siting of it.

Action: Clerk & Chair to work on this.

52/26

Clifton Playpark Update

i. To receive an update on Clifton Playpark/Devolution

No update/progress

53/26

Policies

i. To consider the re-adoption of the polices as listed below

Resolved by all present that the below policies be readopted with no alterations

- Standing orders
- Training Policy
- Autospeedwatch Policy
- Sabbatical Leave Policy
- Record Management Policy

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- Recording of meetings policy
- Health & Safety Policy
- Grant Policy
- Freedom of Information
- Equality & diversity policy
- Disciplinary & Grievance procedure
- Data protection policy
- Complaints procedure
- Financial Regulations
- Communications policy
- Appraisal policy
- Risk Management policy
- Co-option procedure
- Serious Infectious Disease policy
- Scheme of delegation
- Planning Policy
- Publication Scheme
- Website Accessibility statement

Action: Chair to update the website

- ii. To adopt the below revised policies

Resolved by all present that the updated Code of Conduct be adopted with immediate effect.

Action: Chair to update the website

54/26

Financial Matters

- i. To authorise the below payments.

Resolved by all present that the below payments were authorised/ratified for payment:

To	Budget line	Value	Action
Becx Carter	May Salary	£381.65	Ratify
HMRC	May PAYE	£107.94	Ratify
S & C Bland	Room hire (April)	£20.00	Approve
Clear Councils	Insurance	£519.22	Approve
Becx Carter	Expenses	£104.35	Approve
Imperative Training	Defib Supplies	£360	Approve
Autospeed Watch	Renewal	£429.60	Approve
Rachel Kelly	Internal audit	£75	Approve

Action: Clerk to pay these accounts

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i. Acknowledgement of the receipt of the internal audit report

Resolved by all present that the unqualified internal auditors report for Clifton Community Council be noted as received.

Thanks were noted by all to the Clerk for all her work.

ii. Approval of certificate of exemption 25/26

Resolved by all present that Clifton Community Council certify itself as an exempt from limited assurance review under S.9 of the Local Audit (Smaller Authorities) Regulations 2015, having met the qualifying criteria for the financial year with an income and expenditure of less than £25k in the financial year ending 31st March 2026. The Certificate of Exemption to be signed by the Chair & RFO and submitted to the External auditor by 30th June 2026.

iii. Approval of Annual Governance Statements for 25/26

Resolved by all present that Clifton Community Council approves the Annual Governance Statements as per the below, and that the Chair & Clerk sign the AGAR accordingly.

Statement	Response
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements	Yes
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness	Yes
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances	Yes
4. We provided proper opportunity during the year for the exercise of electors rights in accordance with the requirements of the Accounts and Audits Regulations	Yes
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required	Yes
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems	Yes

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	7. We took appropriate action on all matters raised in reports from internal and external audit	Yes
	8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and where appropriate, have included them in the accounting statements	Yes
	9. (For Local Councils Only). Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit	N/A
	10. We have put in place arrangements for the effective IT and data management in accordance with the proper practices during the year under review	Yes
<p>iv. Approval of Y/E Accounts for 31st March 2026, statement of variations & signing of the Annual Governance & Accountability Return</p> <p>Resolved by all present that Clifton Community Council approves the Accounting Statements (Section 2) for the financial year 25/26, having been certified by the Responsible Financial Officer (Becx Carter) prior to the meeting and that they be signed by the Chair as such.</p> <p>Action: Clerk to file the AGAR, update the website and place the notices.</p>		
55/26	<p>Date of next meeting</p> <p>All at Abbott Lodge at 18:30</p> <p style="margin-left: 40px;">9th July 2026 10th Sept 2026 22nd October 2026 26th November 2026 14th January 2027</p>	

Meeting closed 19:30