Holme Low Parish Council

Minutes of the meeting held on Tuesday 13 January 2026 at 7.30pm in the Community Hall

Present: Cllr. D. Findlay (Chair).
Cllrs. C. Edmunds, J. Graham, K. Orchard, M. Orchard & R. Stephenson.
Also present: Wendy Jameson – Parish Clerk (WEJ), Cllr. Tony Markley & 2 members of the public.

1. **Apologies** - None.

2. **Declaration of Interest -** None.

3. **Exclusion of Press and Public**
The Press and Public are to be excluded from items 16 & 17 on the agenda.

4. **Minutes**
RESOLVED that the minutes of the meeting held on the 14 October 2025 be confirmed as a true record and signed by the Chairman.

5. **Matters Arising**
Pothole on West Causewayhead lane was reported to Cumbria Highways and cones were put out but nothing more done.

6. **Public Participation**
There were no requests to speak at the meeting, although two residents attended the meeting to answer any questions on a planning application (Ref No: HOU/2025/0180).

7. **Financial matters**
a) Financial Report - The Clerk provided an up-to-date financial report which showed a balance of £26,054.95 in the Current Account and £295.96 in the Deposit Account on 13 January 2026.
b) Requests for financial assistance – No requests received.
c) Payment of Accounts - Payments to 13 January 2026 were approved for payment by the Parish Council.
d) Budget 2026/27 - The Clerk produced some draft figures based on previous year's accounts and the current year's spending. It was agreed to raise a precept of £8,150 for 2026/27 which would also provide funding of £4,500 towards the Cemetery building project. This will result in a charge of approximately £60.00 on a band D property for 2026/27 which is an increase of £6.27 on last year's figure. **RESOLVED** that a budget request of £8,150 for 2026/27 be submitted to Cumberland Council.

8. **Correspondence**
a) Connecting Cumbria Newsletter – October 2025.
b) Cumberland Library News.
c) CALC weekly update – Mid-October News and Training Opportunities.
d) Cumberland Council – Latest news – 27 Oct 2025.
e) Cumberland Council - Environment and Climate News - 10th November 2025.
f) Cumbria Local Nature Partnership News - November update.
g) Cumberland Council - latest news - 18 November 2025.
h) CALC news - September and October 2025.
i) Connecting Cumbria Newsletter - November 2025.
j) Tidelines – Newsletter of the Solway Firth Partnership – Winter 2025.
k) Cumberland Council – latest news – 2 December 2025.
l) CALC Training – January – July 2026.
m) Connecting Cumbria Newsletter December 2025.
n) Cumbria Highways – Enq. Ref: El/262645 – Re: pothole on West Causewayhead Lane, Silloth – passed to the relevant team for action.

o) Invitation to Solway Coast Landscape parish council open evenings (21 October - Burgh by Sands; 23rd October – Allonby).
p) NALC – new case study publication on devolution.
q) Devolution update: Consent granted; joint news release confirming the final decision by Westmorland and Furness and Cumberland Councils.
r) NALC/ CALC - anticipated subscription for 2026/ 2027 - £210.62.
s) Cumbria Highways – Enq. Ref: El/262645 – Re: pothole on West Causewayhead Lane, Silloth – The Highways Condition and Safety Inspection Procedure sets out the maintenance policy which details the criteria for when an issue requires a repair. This policy balances the risk presented to road users against the likelihood of an incident occurring. Attended the reported location but it does not meet their investigatory level, therefore no works are required at this time, but they will continue to inspect it on their routine inspection programme.
t) Electricity NWL – re: Causewayhead Cemetery – Project has been formally accepted for connection.
u) CALC - AGM rescheduled to 15th November 2025 at 10:30 am.
v) Cumbria Highways – Enq. Ref: El/263073 – Re: Grass verge running alongside West Causewayhead Lane having dropped considerably indicating subsidence – passed to relevant team for action.
w) Citizen's Advice Allerdale – Email thanking the Parish Council for the donation of £50.
x) Cumberland Council – Update from Charles Holmes in relation to the provision of doorstep recycling which is to significantly increase in the coming months and asking residents to bear with them while they distribute the new bins.
y) Email from a visitor regarding the traveller encampment near Beckfoot. Reply sent suggesting they report the matter to Cumberland Council and Solway Coast National Landscapes. Cumberland Council had to apply for a court order and had to wait until it went through.
z) Cumberland Council – Community Emergency Hubs (CEH) – Information about Community Emergency Hubs being trialled in smaller communities or settlements.
aa) NALC – Legal Bulletin - 3 Nov 2025.
bb) Cumberland Council – Emails regarding a complaint about a councillor and seeking additional information.
cc) Cumberland Council – re: Community Governance Review in Cumberland in 2026.
dd) Cumbria Local Nature Recovery Strategy - launch and celebration event on Friday 15 December.
ee) Freedom of Information request – re: Causewayhead Cemetery Building project.
ff) CALC - Reminder - CALC annual general meeting 2025 will take place on Saturday 15th November at 10:30 am.
gg) Cumberland Council - Electoral Services - E-mail with details of potential costs of Parish Council elections going forward – approx. £3.00 per elector, which for Silloth could amount to £1,071.
hh) CALC – Re: Website Audit - Email following a recent audit of the website and recommendation of some changes and information to add.
ii) Copy of a Household Emergency Plan leaflet produced by ACTion with Communities in Cumbria.
jj) Cumberland Council – Information regarding Cumberland Council's anti bullying campaign.
kk) CALC – Invitation to a practical online workshop on Equality, Diversity, and Inclusion (EDI) in the context of local councils.
ll) Cumberland Council - updated copy of the 'Help is here this winter' leaflet.
mm) Cumberland Council - Have your say on the budget proposals for 2026/27.
nn) Freedom of Information request – re: Funding applications and Cemetery Building project.
oo) Local Government Boundary Commission for England - Additional phase of public consultation in the review of Cumberland Council's electoral arrangements. Consultation will

close on 26 January 2026**.** The appointment of a mayor is still going through Parliament, with the mayoral election to take place in 2027. Some of the internal boundaries are likely to change and there will be more councillors.

RESOLVED that various potholes be reported to Cumbria Highways i) Wolsty Road particularly on the corner and towards the turn off to Mawbray and ii) main road past the Airfield on the left heading towards Causewayhead.

9. Planning Applications

The Parish Council considered the following:-
Cllr. M. Orchard declared an interest.
Ref No: AGR/2025/0055 **Applicant:** William Stephenson **Proposal:** Prior notification application for a proposed implement shed **Location:** Land Opposite Wishing Well Cottage, Causewayhead, Silloth, Wigton, CA7 4JG – The Parish Council support the application.
Ref No: HOU/2025/0180 **Applicant:** Abbie Johnston **Proposal:** Single storey wrap around extension with incorporated garage **Location:** Glen View, Silloth CA7 4PE – The Parish Council support the application.

Notifications received from **Cumberland Council** under Regulation 5 - Part 16: Electronic communications code operators. Although within the legislation Cumberland Council do not have a duty to undertake formal consultations, they have agreed to make Parish and Town Councils aware of the proposals, as listed below:-

- Telent with regards the proposal for installation of 1 no. omni antenna, 1 No. equipment cabinet location with existing equipment cabin, 1 Mo backhaul antenna, 1 No. GPS module and ancillary equipment at Enkev House, Silloth Industrial Estate, The Airfield, Silloth, Wigton, CA7 4NS.
- Viberoptix with regards the proposal Proposed telecommunications installation: 11 x 9 metre medium telecommunications poles at Hayrigg Farm, Coldmire Road, Pelutho, Silloth, Wigton, CA7 4LS
- Viberoptix with regards the proposal Proposed telecommunications installation: 4 x 9 metre medium telecommunications poles at Balladoyle Farm, Silloth, Wigton, CA7 4QA.
- Viberoptix with regards the proposal Proposed telecommunications installation: 10 x 9 metre medium telecommunications poles at Grainger House, Causewayhead, Silloth, Wigton, CA7 4JG.
- Viberoptix with regards the proposal Proposed telecommunications installation: 6 x 9 metre medium telecommunications poles at Windmill, Silloth, Wigton, CA7 4PZ.
- Viberoptix with regards the proposal 30 x 9m medium telecommunications poles at Land at Oakling, Blackdyke, Silloth, Wigton CA7 4PL.
- Viberoptix with regards the proposal 7 x 9m medium telecommunications poles at Land at Abbotts Farm, Blackdyke, Silloth, Wigton CA7 4PL.
- Viberoptix with regards the proposal 10 x 9m medium telecommunication poles at Opposite 2 Wath Head, Silloth, Wigton CA7 4PH.
- Viberoptix with regards the proposal 4 x 9m medium telecommunication poles at Opposite Park House, Whinclose, Seaville, Silloth CA7 4PT.
- Viberoptix with regards the proposal 18 x 9m medium telecommunication poles at Opposite Seaville House, Seaville, Silloth, Wigton CA7 4PT.
- Viberoptix with regards the proposal 6 x 9m medium telecommunication poles at Land near Yew Tree Cottage, Causewayhead, Silloth, Wigton CA7 4JG.

10. Cumberland Council Report

Cllr. Markley provided a report noting the council's progress toward City of Sanctuary accreditation to better support refugees and asylum seekers. Regarding infrastructure, 8,470 potholes have been repaired; however, this is below targets despite available funding. Cumbria Highways is investigating

whether machinery or staffing shortages are responsible for this shortfall, particularly as local repair costs of £135 per pothole significantly exceed the £75 national average. While public transport has seen positive developments with additional routes and a 12-month extension of the Silloth to Allonby/Workington service, a 5% Council Tax increase is expected due to flatlined government funding. Further concerns were raised regarding winter maintenance, as some rural roads are not gritted until after several days of severe weather. Cumberland Council is not in favour a proposed merger of Cumbria and Manchester police authorities.

11. Reports from Representatives on Outside Bodies

Sea Dyke Charity – There have been no major decisions, and everything is going ahead as normal. Some of the committee wanted to put the rent up for Swinsty Farm and enquiries will be made with a land agent, but the rent is already a good rent as it is, with a good tenant who always pays the rent on time.

Hellrigg Community Fund – There is a meeting on Thursday 15 January.

12. Reports from Councillors

There is an issue with wagon drivers throwing bags of waste out of their windows along West Causewayhead Lane.

13. Digital & Data Compliance

The Parish Council considered any changes required to ensure the Parish Council is compliant with the new requirements of Assertion 10 and formally adopted the following policies:-

- IT Policy
- Data Protection Policy
- Data Breach Response Plan
- Document Retention Policy

14. Chairman's Announcement

The Chairman thanked everyone for attending the meeting.

15. Date of next Parish Council meeting

Tuesday 14 April 2026 at 7.30pm in Silloth Community Hall.

RESOLVED *that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and that were instructed to withdraw.*

Guidance from Cumberland Council was read out regarding the Code of Conduct and the common-law duty to avoid bias. Based on this advice, Cllrs M. and K. Orchard were recommended to declare an interest and withdraw from the meeting for the following agenda item to ensure the Council's decisions remained procedurally sound and legally robust. While Cllr M. Orchard declared an interest, both Councillors remained in the room for the duration of the discussion.

16. FOI requests

In private session, the Council considered recent FOI requests. **RESOLVED** that a refusal notice be sent regarding the most recent request which the Parish Council deemed as being vexatious. Notification to be sent in writing.

17. Persistent & Vexatious Complaints & Correspondence Policy

The Parish Council formally adopted the Persistent & Vexatious Complaints & Correspondence Policy.

Signed…….....…….. Date.....……