

## HOLME ABBEY PARISH COUNCIL

### Minutes of the Parish Council meeting held on Tuesday 28 October 2025 at 7.00pm in Abbeytown Community Sports Pavilion

**Councillors present:** Mrs Z Horsley (Vice Chairwoman), Mr R Bowness, Mrs M Hocking & Mrs F McIntyre

**In attendance:** Cumberland Councillor Mr A Markley & Ms J Cornah Wade (Clerk)

**Apologies:** Cllrs Mrs A Beverley, Mrs A McIntyre (Chairwoman) & P Robinson

1. **Apologies for absence** - to receive apologies  
Apologies were received from Cllrs Mrs A Beverley, Mrs A McIntyre & P Robinson
2. **Requests for Dispensations, Declarations of interest, gifts and hospitality**  
Nothing was declared
3. **Public participation with regard to items on the agenda**  
No members of the public were in attendance
4. **Report from the Cumberland Councillor**  
CC Cllr Markley provided the following report:
  - a. Cumbria Mayor-led Strategic Authority – both Cumberland and Westmorland and Furness Councils formally agreed on 14 October to establish a new Mayor-led strategic authority for Cumbria. The first Mayoral election is scheduled to take place in May 2027. A Cumbrian Mayoral Investment Fund totalling £333 million over 30 years will be established to support strategic development across the region.
  - b. Fells and Solway Community Panel – to consider any community projects that would benefit from funding and discuss at the next meeting

Cllr Markley left the meeting at 7.10pm

5. **Minutes** – to confirm the Minutes of the Council meeting held on 2 September  
The Council **RESOLVED** that the Minutes from the meeting on 2 September be accepted as a true record and were signed by the Chairwoman
6. **Update on progress from the Minutes** – the Clerk/Chairwoman to report on progress of outstanding items which do not require further decision, previously circulated  
The Clerk confirmed that there were no outstanding items requiring a progress update at this meeting.
7. **Finance**
  - a. **Bank Reconciliation**
    - i. The Council **RESOLVED** to receive and note the monthly reconciliation and balances to 30 September  

Unity Trust Bank	
Instant Access account	£30,822.58
Current account	£636.41
<u>Total</u>	<u>£31,579.99</u>
    - ii. **Bank Statements** – to acknowledge scrutiny and acceptance of the previously circulated bank statements

The bank statements for September 2025 were reviewed and accepted

- b. Invoices for Payment** – to consider and approve invoices totalling £610.25 for payment itemised on the payment schedule and confirm payments already made totalling £597.98

The Council **RESOLVED** to approve the following payments totalling £610.25:

Voucher	Date	Description	Supplier	Net payment	Payment inc VAT
308 DD	16.10.25	Electricity September	EON Next	121.65	127.73
314 DD	31.10.25	Monthly bank fee	Unity	6.00	6.00
315 BP	03.11.25	Grass Contract 7	S Smith	200.00	200.00
316 SO	01.12.25	November Salary	Clerk	249.65	249.65
317 SO	01.12.25	November wfh	Clerk	26.00	26.00
318 BP	29.10.25	Expenses Postage	Clerk	0.87	200.00

The Council **RESOLVED** to agree to confirm the following payments totalling £597.98 already made by the Clerk in consultation with the Chair of the Council in accordance with Financial Regulations 5.15 (ii) and by the Clerk 6.9 (i):

Voucher	Date	Description	Supplier	Net payment	Payment inc VAT
301	03.09.25	Maintenance: ant powder & bleach	Clerk	7.04	7.04
307	12.09.25	Office supplies: filing cabinet	Viking	89.99	107.99
309	02.10.25	Internal Transfer	Deposit Account	-1000.00	-1000.00
310	02.10.25	Internal Transfer	Current Account	1000.00	1000.00
313	03.10.25	Salary overpayment correction	Clerk	-12.45	-12.45

#### Standing Orders and Direct Debits

Voucher	Date cleared	Description	Supplier	Net payment	Payment inc VAT
298	19.08.25	Electricity: July	EON Next	132.14	138.75
299	12.09.25	Water: May to August	Waterplus	78.95	78.95
300	30.09.25	Bank Fee: monthly	Unity Trust	6.00	6.00
302	16.09.25	Electricity: August	EON Next	118.37	124.29
300	30.09.25	Bank Fee: monthly	Unity Trust	6.00	6.00
308	16.10.25	Electricity: September	EON Next	121.65	127.73
311	30.09.25	Manual credit handling fee	Unity Trust	1.20	1.20
<b>TOTAL</b>				<b>464.31</b>	<b>482.95</b>

- c. Receipts** – to acknowledge and receive the following receipts totalling £1,118.32  
The Council received the following receipts totalling £1,118.32:

Voucher	Date	Ref.	Description	Supplier / customer	Total
304	05/09/25	VAT	Refund Q1 25/26	HMRC	365.79
305	08/09/25	Credit	Allotment rent	Plot 22	5.00
306	02/09/25	Cash	Room hire to December	Craft & Chat	55.00
312	30/09/25	Credit	Quarterly interest	Unity Trust	179.38

319	15/10/25	VAT	Refund Q2 25/26	HMRC	513.15
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- d. **Budget** – to receive the Budget Monitoring Report  
The Budget Monitoring Report to end September 2025 was presented and received
- e. **Remembrance Commemoration** – to consider a contribution to the Royal British Legion for a poppy wreath(s).  
The Council **RESOLVED** to agree to contribute £50 to the Royal British Legion Poppy Appeal for the purchase of two wreaths, St Marys Church and the Memorial Garden.
- f. **Donation and Installation** – to consider making a donation to Cummersdale Parish Council in recognition of their gift of a replacement defibrillator cabinet for the Community Sports Pavilion, and to authorise the Clerk to arrange for its installation.  
The Council acknowledged receipt of the defibrillator cabinet and **RESOLVED** to donate £50.00 to Cummersdale Parish Council.

## 8. Governance

- a. **CALC Subscription Increase** – to note the provisional subscription fee for 2026/27 is £269.68, representing an increase from £260.51 in 2025/26, and to consider renewal of membership.  
The Council noted the provisional subscription fee of £269.68 for 2026/27 and **RESOLVED** to renew its membership of CALC.

## 9. Planning

- a. **Planning Applications** - to consider all recent applications received from Cumberland Council detailed below and any other planning applications submitted between the circulation of this agenda and the meeting  
No applications had been received
- b. **To note responses made between meetings using the Scheme of Delegation**
  - i. Reference: SCR-2/25/54  
Consultation on EIA Screening Opinion Request  
Proposal: Screening request for extensions of time and lateral extensions at Overby Quarry, Silloth.  
Location: Overby Sand Quarry, B5301, Overby, Silloth, Cumbria, CA7 4NG  
The Council noted that there was no comment or objection to the proposal.
- c. **To note notices of decision** – to note any notices of decision received.  
No notices of decision had been received

## 10. Playpark

- a. **Entrance Gate** – to consider how to address the gate clearance  
Cllr Bowness sought clarification from the Royal Society for the Prevention of Accidents (RoSPA) regarding the effectiveness of installing a soft close mechanism on the playpark entrance gate. The Technical Manager at RoSPA Play Safety advised that while such mechanisms may reduce the likelihood of injury, they do not alter the gate clearance and therefore cannot eliminate the potential for crushing.  
The Council considered the clarification from RoSPA and **RESOLVED** to revisit the matter at the next meeting.

**b. To receive the annual safety inspection report and consider authorising recommended repairs**

It was noted at the previous meeting that repairs undertaken by Kompan in April 2025, at a cost of £1,911.71, addressed several items subsequently highlighted in the August 2025 safety inspection report. Following a review of the report by Cllr A McIntyre, the matter is brought forward for further consideration

The Council **RESOLVED** to defer consideration until the next meeting.

- 11. Abbeytown Gardening Club** – to receive a report from Cllr Horsley on plans to establish a community gardening club in collaboration with Friends of Silloth Green.  
Cllr Horsley clarified that Abbeytown Gardening Club would be run by two members of the community and not in collaboration with Friends of Silloth Green. The Council **RESOLVED** to allocate a vacant allotment plot to the Club, free of charge, to enable the production of plants and flowers for the community.
- 12. Barley Meadows** – to receive and consider the response from Gleeson Homes addressing community complaints, and to determine whether any further action is required  
The Council received the response from Gleeson Homes and **RESOLVED** that no further action was required.
- 13. Events & Communications Working Group** – to receive a report from the working group on proposed future events together with planned expenditure  
The Council received the report and **RESOLVED** to agree a provisional budget of £550.00 for the forthcoming community Christmas event scheduled for Saturday 30 November at 5.00pm.
- 14. RAISE/Cumbria Community Forest** – Friars Garth Report (pending response)  
To receive the progress report relating to Friars Garth, which has been shared with Home Group, and to note that a response is awaited before further action can be taken.  
The Council acknowledged that a response was pending
- 15. Correspondence** – to note correspondence received not otherwise on the agenda where decisions are not required  
Nothing additional had been received
- 16. Items for information or next Agenda only** – all items for the next agenda to be submitted to the Clerk by Friday 21 November.
- 17. Date of next meeting** – Tuesday 2 December at 7.00pm in the Community Sports Pavilion

Meeting closed 8.00pm

**X**

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Cllr A McIntyre  
Chairwoman

Date: 02.12.25