

MATTERDALE PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW

Tel: 0750 800 1602 Email: MatterdaleParishClerk@gmail.com

www.matterdaleparishcouncil.org

Friday, 25 August 2023

Dear Councillor

You are summoned to attend the **MATTERDALE PARISH COUNCIL MEETING** that will be held at Watermillock Village Hall on **Monday 4th September** at 7.00 PM. The Public and Press are invited to attend.



Clerk

AGENDA

37. APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

38. MINUTES OF THE COUNCIL MEETING held on Monday 3rd July 2023

To authorise the chair to sign, as a correct record, the minutes of the meeting held on Monday 3 July 2023 (attached).

a. Matters arising: footpaths and invitation to area ranger

39. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any personal interests in items on the agenda and their nature
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
- d. To make any requests for dispensation

40. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public

41. PUBLIC PARTICIPATION

PUBLIC PARTICIPATION (20 MINUTES ALLOWED) - this agenda item enables Parish Councillors to hear the views, comments and/or complaints from the public. The Parish Councillors can respond. However (unless the items are already on the agenda) no council decisions can be taken at this meeting but, if appropriate, the matters can be put onto a future agenda for decision. Comments limited to 5 minutes per person.

42. WESTMORLAND AND FURNESS COUNCILLOR REPORTS– to receive items for information (items raised for decision will appear on the agenda for the next meeting subject to agreement by the council.)

43. POLICE MATTERS – to resolve

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whether to submit any matters to the Local Focus Hub.

44. **PLANNING APPLICATIONS** - You may view the details on the Planning Authority website (Lakedistrict.gov.uk) where parishioners can submit their own observations directly

a. To resolve whether to submit any observations on the following applications

7/2023/3131	Greenrow, Penruddock, Penrith, CA11 0SA	Extension and modernisation of family home following withdrawal of 7/2023/3104
7/2023/3125	Fellside, Watermillock, Cumbria, CA11 0JP	Extension and re-modelling works
7/2023/3128	2 High Longthwaite Watermillock, Penrith, CA11 0LR	Two story extension to domestic property

b. To note the following applications that were delegated to the planning committee for decision and the comments below made online.

7/2023/3114	Sparket Mill Barn, Hutton John, Penrith, CA11 0LZ	Application to modify Section 106 Agreement on planning permission 7/1993/3123 to a house of main residence but without the requirement to have lived/worked in Cumbria for the previous 3 years	Support
7/2023/3121	Todgill, Matterdale, Penrith, CA11 0LE	Upgrade of current septic tank, to a package treatment plant. The old tank will be decommissioned the outfall will be retained.	No objection
7/2023/3120	Ullswater View and Gowbarrow Lodge, Watermillock, Cumbria, CA11 0JP	Conversion of Guest house (Ullswater View) to form a Dwelling as well as Minor Alterations and a Local Occupancy Restriction on Gowbarrow Lodge	No objections
7/2023/3109	Cove Cottage, Watermillock, Penrith, CA11 0LS	Demolition of existing dwelling and erection of replacement dwelling including the installation of a package treatment plant	No objections
7/2023/3111	Undercrag, Ullatrow, Matterdale CA11 0LE	Extensions and alterations to dwelling and garage	No objections

c. To Note the following applications were granted approval

7/2023/3084	Tast Barn (Formerly Foxhill), Lowthwaite,	To convert the existing barn into a dwelling with attached bedroom annex and external battery/plant
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	Matterdale, Penrith, CA11 OSA	store. Current planning approval 7/2019/3061 for the conversion of barn and creation of garage has commenced
7/2023/3087	Brackenrigg Inn, Watermillock, PENRITH, CA11 OLP	Flexible use as staff and/or guest accommodation
7/2023/3081	Another Place, The Lake, Rampsbeck Grange, Watermillock, Penrith, CA11 OLP	Removal of existing stone slate cladding with a vertically hung weathered timber cladding (following withdrawal of application 7/2023/3028)
7/2022/3152	Highgate Close, Troutbeck, Penrith, CA11 OSU	Refurbishment of existing barn and pig sty to form a new dwelling, including change of use from agricultural to residential

45. FINANCE

- a. **Payments- to authorise** schedule of payments totalling £704.15 (VN 22-24 and 27-33) NB highlighted payments have been made and VN22 authorised by finance committee.

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
33	25.8.2023	Watermillock Village Hall	Sept room hire	Room hire	£16.00	£0.00	£16.00
32	25.08.2023	Nick Phillips	Exp Aug	Expenses	£2.95	£0.00	£2.95
31	24.08.2023	Green Team	442	Grounds Care	£145.00	£0.00	£145.00
30	23.07.2023	Green Team	390	Grounds care	£90.00	£0.00	£90.00
29	31.10.2023	Nick Phillips	SO	Salary	£150.00	£0.00	£150.00
28	30.09.2023	Nick Phillips	SO	Salary	£150.00	£0.00	£150.00
27	24.08.2023	HSBC	DD	Bank Charges	£5.40	£0.00	£5.40
24	24.07.2023	HSBC	DD	Bank Charges	£5.80	£0.00	£5.80
23	24.06.2023	HSBC	DD	Bank Charges	£9.00	£0.00	£9.00
22	14.07.2023	Green Team	365	Grounds care	£130.00	£0.00	£130.00

- b. **Monthly reconciliation (July 2023) – to receive and note** the reconciliation and balances checked by Cllr Firth,.
- c. **Monthly budget update- to receive and note**
- d. **Current Bank Balances.**

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46. **HIGHWAY MATTERS:** To receive, for information, any items relating to the highway and **Resolve** which to ask the Clerk to report to the Highways Authority.
47. **Visitor Management Survey** – to complete and agree a response
48. **Rural Payments Service** – to Receive and update from the Clerk and resolve what actions to take.
49. **Rushmire Land** – to resolve whether to permit the removal of self sown trees
50. **Habitat survey** – to resolve whether to permit the survey to take place on council owned land.
51. **Ecological Survey of Parish Council land** – to resolve what action to take in response to report from D Brown
52. **Councillors' reports and items for future agenda**
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
53. **Date of next meeting**
The next meeting of the Parish Council will take place on Monday November 13th 2023 in Matterdale Church Room at 7.00pm.
Agenda items to be submitted to the Clerk by 12 noon on Wednesday 1 November 2023.

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Minutes of the Matterdale Parish Council which took place at 7.00pm on Monday 3 July 2023 in Matterdale Church Room.

Present: Cllrs V Gore (Chair), P Airey, C Beaumont, R Dobinson, M Firth, D Harrison, D Holder, R Lloyd, J Newport, J O'Neil, B Shaw, J Wilson

In attendance: Nick Phillips (Clerk). 4 Members of the public, Westmorland and Furness Cllr J Derbyshire

19. APOLOGIES FOR ABSENCE

None

20. MINUTES OF THE COUNCIL MEETING held on 15 May 2023

authorised the chair to sign, as a correct record, the minutes of the meeting held on 15 May 2023.

- a. **Matters arising: Parking at Mell Fell** – no wish to put into Yellow lines but would like to have signs warning motorists that there may be parked vehicles, Clerk has updated Highway Authority.

21. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests if appropriate- no new declarations
- b. To declare any personal interests in items on the agenda and their nature – Cllr Dobinson declared an interest in the planning application at Grove Foot Farm
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items) - none
- d. To make any requests for dispensation -none

22. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None.

23. PUBLIC PARTICIPATION

PUBLIC PARTICIPATION (20 MINUTES ALLOWED) – 4 members of the public attended the meeting:

Two to talk about a pop up campsite in the parish, the clerk to inform LDNPA of any breaches of conditions and contact other Parish Councils to ask how they have dealt with the issue.

One who had an upcoming planning application that he wished to bring to the Parish Councils' notice ahead of the formal consultation.

One who had a concern regarding the application at Grove Foot Farm – an increase in the usage of the site with increases in the number of vehicles using the site and the impact that has on local roads.

- 24. **WESTMORLAND AND FURNESS COUNCILLOR REPORTS**– **received** the following items for information – Community fund – covering the old Eden footprint for capital work for community works £110,000 available, new round available until 15 September. Policy being put in place for 20mph zones. Please report highway issues on HIAMS and please pass on issues with the system.

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25. POLICE MATTERS – to resolve

not to submit any matters to the Local Focus Hub.

26. PLANNING APPLICATIONS -

- a. resolved to submit observations on the following applications as detailed. NB residents are still able to submit their own comments.

7/2023/3082	Grove Foot Farm Caravan Park, Grove Foot Farm, Thackthwaite, Penrith, CA11 0NA	Replace five touring unit pitches with five static caravans
No objections and in coming to that decision the Parish Council took into consideration the commitment from the owner that the static caravans would be owner occupied, not sub-let and that there would not be an increase in traffic. The council would also like to see an upgraded sewage treatment plant.		
7/2023/3087	Brackenrigg Inn, Watermillock, PENRITH, CA11 0LP	Flexible use as staff and/or guest accommodation
No objections		

- b. noted the following applications that were delegated to the planning committee for decision and the comments below made online.

7/2023/3081	Another Place, The Lake, Rampsbeck Grange, Watermillock, Penrith, CA11 0LP	Removal of existing stone slate cladding with a vertically hung weathered timber cladding (following withdrawal of application 7/2023/3028)	No objections
7/2023/3080	Lakefield, Watermillock, Penrith, CA11 0JS	Amendment to design, conditions 2 (plans) and 6 (doors, windows and external joinery) on planning permission ref 7/2017/3141 for erection of replacement dwelling following demolition of existing property	No observations

- c. Noted the following applications were granted approval

7/2022/3063	Leeming Cottage, Watermillock, Cumbria, CA11 0JR	Proposed replacement dwelling
7/2023/3053	Undercragg, Ulcat Row, Matterdale, Penrith, CA11 0LE	Replace the existing septic tank with a treatment plant
7/2023/3021	1, High Birch Close, Penriddock, Penrith, CA11 0SD	Proposed alterations and extension

- d. Noted that the following application(s) have been refused

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7/2023/3036	2 High Longthwaite, Watermillock, Penrith, CA11 0LR	Two storey extension to domestic property
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27. FINANCE

a. **Payments- authorised** schedule of payments totalling £786.91 (VN 13-20)

NB – VN13 authorised by finance committee.

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	Gross AMOUNT £
VN13	08/06/2023	BHIB Insurance	LCO00761	Annual Insurance	361.23	-	361.23
VN14	24/05/2023	HSBC	0	Bank Charges	7.00	-	7.00
VN15	04/07/2023	N Phillips	EP	Expenses July	19.64	-	19.64
VN16	05/06/2023	Green Team Garden Services	INV 332	Grounds maintenance	65.00	-	65.00
VN17	31/6/2023	N Phillips	EP	Salary July	150.00	-	150.00
VN18	31/08/2023	N Phillips	SO	Salary August	150.00	-	150.00
VN19	04/07/2023	PCC of Matterdale	0	Room Hire July	20.00	-	20.00
VN20	04/07/2023	Hayton Parish Council	Invoice 1	Reimbursement of expense fees	14.04	-	14.04

b. **Monthly reconciliation (May 2023) –**

received and noted the reconciliation and balances checked by Cllr Firth.

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

d. **Receipt – noted** receipt from Scott Wilson (£450 grass letting IN02), Jane Newport (£150 grass letting IN03), Electricity North West (£44.99 Wayleave)

e. **Clerk's Salary** -authorised the Clerk's salary to be paid by Standing Order from August 2023

f. **Current Bank Balances. Skipton £66767.80, HSBC £8488.75**

28. **HIGHWAY MATTERS:** Noted that there have been some improvements to the pothole situations with some still to be repaired.

29. Proposal for Scribe Accounts – resolved to adopt Scribe Accounts

30. Website – resolved to move the website from a Wix based website to Wordpress and appoint Rocket Sites as the contractor.

31. Speed limit in villages- resolved to wait until the formal application window from Westmorland and Furness opens.

32. Footpaths – noted the response from LDNPA and asked the Clerk to contact the Area Ranger regarding the signage on the Ullswater Way particularly at Bennethead and invite her to the next meeting. Cllr Firth to contact Friends of Ullswater Way.

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- 33. Grass cutting contract – resolved to increase the regularity of strimming of The Howe at £25 per cut to every six weeks in the growing season, although councillors hoped that a local person might take on the responsibility for this in the future.
- 34. Powering our Communities fund –resolved to support the submission of an application for funding.

35. Councillors' reports and items for future agenda

Cllr Firth – the new Ullswater bus has started and will be running on weekends.

Congratulations were offered to Cllr Firth and Holder for their work on making this project work.

Long term plans for planning in the LDNPA

36. Date of next meeting

The next meeting of the Parish Council will take place on Monday 4th September 2023 in Watermillock Village Hall at 7.00pm.

Agenda items to be submitted to the Clerk by 12 noon on Thursday 24 August.

Meeting Closed at 20:50



**Lake District
National Park**

Mr N Phillips,
Clerk, Matterdale Parish Council
14 Twickenham Court
Carlisle
CA1 3TW

22-Aug-2023

Dear Sir

What is the formal view of your council on this application?

Reference: 7/2023/3131
Location: Greenrow, Penruddock, Penrith, CA11 0SA
Proposal: Extension and modernisation of family home following withdrawal of 7/2023/3104
Reply by: 19 September 2023
Reply to: planning@lakedistrict.gov.uk

We invite the formal view of your council. Please [click on this link](#) to view the application forms and documents.

Alternatively you can visit <https://planning.agileapplications.co.uk/ldnpa> and enter 7/2023/3131 into the reference search field.

If your council supports or objects, please give us their planning reasons. A neutral view such as no objections is equally acceptable.

We hope you find our online planning guide for town and parish councils and parish meetings useful. You can see it on our website by clicking on:
www.lakedistrict.gov.uk/parishplanningadvice

For further information about how we publicise planning applications and to read our policy and procedure for public speaking at meetings, please see our practice guidance at
<https://www.lakedistrict.gov.uk/planning/gettingplanningadvice/planningguides>. If the application is to be reported to committee and your council would wish to speak at the meeting please register this intent with the formal views.

When made, the decision will be published on our website.

Yours faithfully

Development Management Support Team

You can help us by telling us if your email changes – thank you



**Lake District
National Park**

Mr N Phillips,
Clerk, Matterdale Parish Council

16-Aug-2023

Dear Sir

What is the formal view of your council on this application?

Reference: 7/2023/3125
Location: Fellside, Watermillock, Cumbria, CA11 0JP
Proposal: Extension and re-modelling works
Reply by: 13 September 2023
Reply to: planning@lakedistrict.gov.uk

We invite the formal view of your council. Please [click on this link](#) to view the application forms and documents.

Alternatively you can visit <https://planning.agileapplications.co.uk/ldnpa> and enter 7/2023/3125 into the reference search field.

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Yours faithfully

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**Lake District
National Park**

Mr N Phillips,
Clerk, Matterdale Parish Council
14 Twickenham Court
Carlisle
CA1 3TW

17-Aug-2023

Dear Sir

What is the formal view of your council on this application?

Reference: 7/2023/3128
Location: 2 High Longthwaite Watermillock, Penrith, CA11 0LR
Proposal: Two story extension to domestic property.
Reply by: 14 September 2023
Reply to: planning@lakedistrict.gov.uk

We invite the formal view of your council. Please [click on this link](#) to view the application forms and documents.

Alternatively you can visit <https://planning.agileapplications.co.uk/ldnpa> and enter 7/2023/3128 into the reference search field.

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Yours faithfully

Development Management Support Team

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Matterdale Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 03/08/2023		
	Cash in Hand 01/04/2023		70,976.84
	ADD Receipts 01/04/2023 - 03/08/2023		5,744.99
	SUBTRACT Payments 01/04/2023 - 03/08/2023		76,721.83 2,132.50
	Cash in Hand 03/08/2023 (per Cash Book)		74,589.33
B	Cash in hand per Bank Statements		
	Petty Cash 31/07/2023	0.00	
	HSBC 03/08/2023	7,911.47	
	Skipton 31/07/2023	66,767.86	
			74,679.33
	Less unrepresented payments		90.00
			74,589.33
	Plus unrepresented receipts		
	Adjusted Bank Balance		74,589.33
	A = B Checks out OK		

Your Statement

Mr N Phillips
Matterdale Parish Council
14 Twickenham Court
Carlisle
CA1 3TW



Account Summary

Opening Balance	8,488.75
Payments In	0.00
Payments Out	577.28
Closing Balance	7,911.47

4 July to 3 August 2023

International Bank Account Number

GB57HBUK40361070559024

Branch Identifier Code

HBUKGB4148T

Account Name

Matterdale Parish Council

Sortcode

40-36-10

Account Number Sheet Number

70559024 464

Your Charitable Bank Account details

Date	Payment type and details	Paid out	Paid in	Balance
03 Jul 23	BALANCE BROUGHT FORWARD			8,488.75
04 Jul 23	BP N M Phillips VN15 Expenses July	19.64		
	BP Green Team VN16 INV332	65.00		8,404.11
05 Jul 23	BP Hayton PC VN20 IN1	14.04		
	BP PCC of Matterdale VN19 Matterdale Council	20.00		8,370.07
14 Jul 23	BP Scribe VN26 INV4370Matterdale	172.80		
	BP Green Team VN22 INV365	130.00		8,067.27
24 Jul 23	DR TOTAL CHARGES VN24 TO 02JUL2023	5.80		8,061.47
31 Jul 23	BP N M Phillips VN17 Salary July	150.00		7,911.47
03 Aug 23	BALANCE CARRIED FORWARD			7,911.47

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

PAYMENTS

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
Admin															
Salaries	1,800.00	-66.00	150.00	150.00	150.00	150.00	150.00	150.00						834.00	966.00
Insurance				361.23										361.23	-361.23
Audit Fees			100.00											100.00	-100.00
Travel and Office expen	300.00		36.35		33.68	2.95								72.98	227.02
Office and Computer	50.00														50.00
Training	150.00														150.00
Room Rental	120.00		16.00		20.00	16.00								52.00	68.00
Subscriptions	300.00		176.95		144.00									320.95	-20.95
Bank Charges	80.00	7.80	7.00	9.00	5.80	5.40								35.00	45.00
SITU															
Website	90.00														90.00
Payroll		174.00												174.00	-174.00
Grounds															
Grass contract			155.00	65.00	130.00	145.00								495.00	-495.00
Repairs and maintenanc	500.00				112.90									112.90	387.10
Seats and Noticeboards	150.00														150.00
Water Fees	70.00		17.61											17.61	52.39
Income															
Precept															
Grass Letting															
Wayleaves															
		115.80	658.91	585.23	596.38	319.35	150.00	150.00							
														Total:	2,575.67
														Variance:	1,034.33

Visitor Management in the Lake District National Park

Survey of Parish Council views and experiences



**Lake District
National Park**

You will be aware that since the pandemic we and multi-agency partners have had to step up our work to manage increased visitor pressures in many ways and in many parts of the national park. Although the pandemic is now officially over many issues remain, yet unfortunately the Government/external funding dedicated to this work is no longer available. Therefore, we are undertaking a review of Lake District National Park priorities to ensure the resources we have are used to maximum benefit to communities, the environment and local businesses, whilst still enabling visitors to enjoy visiting the Lake District responsibly.

As part of this we are seeking views from all 82 Parish/Town Councils and meetings in (or partly in) the Lake District to help inform our future direction. We would be very grateful if you could take the time to answer the questions below based on the experience of your community. Please reply by 30th September 2023 by emailing emma.moody@lakedistrict.gov.uk One collective response from each parish/town council please.

Parish Council name.....

Parish Clerk's (or preferred contact's) email.....

1. What are the biggest visitor management challenges in your community? Please rank below 1 most important to you, 2 second most important etc.

- ☐ Litter -general
- ☐ Litter - dog poo/poo bags
- ☐ Human toilet waste
- ☐ Fly camping
- ☐ Motorhome parking/staying away from camp sites
- ☐ Motorhomes causing traffic issues
- ☐ Campfires/barbequesUncontrolled
- ☐ Dogs out of control
- ☐ Inconsiderate parking (in gateways, on roads etc,)
- ☐ Traffic volumes
- ☐ Other.....

2. Which of these visitor management tactical actions do you think would be most effective for LDNPA to undertake in your parish?

- ☐ Ranger patrols
- ☐ Litter picking
- ☐ Engaging with fly campers
- ☐ Engaging with motorhome users
- ☐ Maintaining footpaths and bridleways

- ☐ Working with volunteer groups to tackle issues
 - ☐ Engagement and education events
 - ☐ Organising and promoting sustainable transport services
 - ☐ Managing car parks
 - ☐ Signage around visitor behaviour
 - ☐ Communications to encourage better visitor behaviour
 - ☐ Maintaining the help@lakedistrict.gov.uk service for out of hours complaints
 - ☐ Other.....
3. Which of these visitor management strategic developments do you think we should prioritise in partnership with other key stakeholders? (please choose one)
- ☐ Develop a strategy for motorhome management
 - ☐ Develop integrated sustainable transport and parking improvements on a valley scale (e.g. Ullswater Valley)
 - ☐ Develop plans for improvement and maintenance of walking and cycling infrastructure
 - ☐ Develop communication plans (digital and on the ground) around visitor management (such as “leave no trace/Lake District Kind”)
 - ☐ Other.....
4. What have been the greatest benefits, if any, of the multi-agency visitor management over the past three years in your parish?
5. We appreciate that many communities are already working on visitor management actions. Can you let us know what your parish/town council/meeting are already doing?
6. Are there actions you would like to work with us to deliver?
7. Are there any other points you would like to raise?

Thank you very much for your time in completing this and for all you do for the community.



Invoice #365

27 Jun 2023

BILL TO

Matterdale Parish Council

Matterdale Parish Council

Penrith

matterdaleparishclerk@gmail.com

FROM

Green Team Garden Services

2 Lonsdale Terrace, Cumwhinton

Carlisle, Cumbria CA4 0AY

greenteamgs@yahoo.com

INVOICE ITEMS

AMOUNT

06/06/2023 - 1 x Grass cut for Parish council

£65.00

27/06/2023 - 1 x Grass cut for Parish council

£65.00

£130.00

PAYMENT DUE 4 JUL 2023

PAYMENT DETAILS

Bank Name - Virgin Money

Sort Code - 82-11-07

Account Number - 90160582

MESSAGE

Thanks for your business.

Kind Regards, Andy



INVOICE

Matterdale Parish Council

Invoice Date
4 Jul 2023

Invoice Number
INV-4370

Reference
2023/07

VAT Number
941 7451 20

Starboard Systems
Limited
t/a Scribe Accounts
PO Box 120
North Walsham
Norfolk
NR28 8BH
UNITED KINGDOM

Description	Quantity	Unit Price	VAT	Amount GBP
Scribe Accounts Annual Subscription @£12 per month Commencing 1 August 2023 Unlimited User Logins Please include Council name in reference and advise us of payment by email	1.00	144.00	20%	144.00
Subtotal				144.00
TOTAL VAT 20%				28.80
TOTAL GBP				172.80

Due Date: 14 Jul 2023

For BACS Payments :

Account Name: Starboard Systems Limited

Sort Code - 20-62-68

Account No. 33077306

Please see our website www.scribeaccounts.com for Terms and Conditions



[View and pay online now](#)

PAYMENT ADVICE

To: Starboard Systems Limited
t/a Scribe Accounts
PO Box 120
North Walsham
Norfolk
NR28 8BH
UNITED KINGDOM

Customer	Matterdale Parish Council
Invoice Number	INV-4370
Amount Due	172.80
Due Date	14 Jul 2023
Amount Enclosed	

Enter the amount you are paying above



Invoice #390

23 Jul 2023

BILL TO

Matterdale Parish Council

Matterdale Parish Council

Penrith

matterdaleparishclerk@gmail.com

FROM

Green Team Garden Services

2 Lonsdale Terrace, Cumwhinton

Carlisle, Cumbria CA4 0AY

greenteamgs@yahoo.com

INVOICE ITEMS

AMOUNT

22/07/2023 - 1 x Grass Cut and strimming of 2 additional areas (Matterdale End & Parish Council Notice Board Area)

£90.00

£90.00

PAYMENT DUE **30 JUL 2023**

PAYMENT DETAILS

Bank Name - Virgin Money

Sort Code - 82-11-07

Account Number - 90160582

MESSAGE

Thanks for your business.

Kind Regards, Andy



Invoice #442

24 Aug 2023

BILL TO

Matterdale Parish Council

Matterdale Parish Council

Penrith

matterdaleparishclerk@gmail.com

FROM

Green Team Garden Services

2 Lonsdale Terrace, Cumwhinton

Carlisle, Cumbria CA4 0AY

greenteamgs@yahoo.com

INVOICE ITEMS

AMOUNT

08/08/2023 - 1 x Grass Cut @ £65

£65.00

29/08/2023 - 1 x Grass Cut & strim area around Notice Board

£80.00

£145.00

PAYMENT DUE **31 AUG 2023**

PAYMENT DETAILS

Bank Name - Virgin Money

Sort Code - 82-11-07

Account Number - 90160582

MESSAGE

Thanks for your business.

Kind Regards, Andy

Matterdale Parish Council

Clerk's Expenses August 2023

Postage			VAT	Total	
	11/07/2023			£	0.75
	25/08/2023			£	2.20
Travel	Miles	@per mile			
Totals			£	-	£ 2.95

From: Royal Mail Support no-reply@royalmail.com
Subject: Royal Mail - Postage Confirmation for WP-8473-1137-001
Date: 11 July 2023 at 15:14
To: matterdaleparishclerk@gmail.com

RS



Thank you for your order.

You have made a payment of £0.75 to the Royal Mail Group Ltd.

Reference: WP-8473-1137-001

Date & time: Tuesday, 11 July 2023 15:13

You have confirmed that you are not sending any item which is [prohibited or restricted](#) in the UK.

A summary of your purchase is set out below, and details of this purchase - along with links to re-download your documents and view your QR codes, and request refunds - will remain available for you to view for up to 21 days on the [payment confirmation page](#).

Purchased postage

Destination: Ian Bonfig, Westmorland & Furness Council, Town Hall, Corney Square, Penrith, Cumbria, CA11 7QF

Postage service: Royal Mail 2nd Class

Postage cost: £0.75

Item must be posted by: Tuesday, 18 July 2023

QR code
unavailable

Payment service provider: WorldPay

Next Steps

Option 1: Print your label at home, attach your label to your item, then drop your item off at one of the following locations:

- Drop off into a post box - available if your item is small enough, you don't require proof of postage, and you've not selected a tracked or signature service
- Drop off at one of our new Parcel Postboxes - [find one near you](#)
- Drop off any item at a [Royal Mail Delivery Office](#).
- Or drop off at a [Post Office®](#) branch

From: Royal Mail Support no-reply@royalmail.com
Subject: Royal Mail - Postage Confirmation for WP-1225-5661-910
Date: 25 August 2023 at 09:57
To: matterdaleparishclerk@gmail.com

RS



Thank you for your order.

You have made a payment of £2.20 to the Royal Mail Group Ltd.

Reference: WP-1225-5661-910

Date & time: Friday, 25 August 2023 09:57

You have confirmed that you are not sending any item which is [prohibited or restricted](#) in the UK.

A summary of your purchase is set out below, and details of this purchase - along with links to re-download your documents and view your QR codes, and request refunds - will remain available for you to view for up to 21 days on the [payment confirmation page](#).

Purchased postage

Destination: Jean Wilson, Anns Cottage, Dockray, Penrith, Cumbria, CA11 0LG

Postage service: Royal Mail 1st Class

Postage cost: £1.10

Item must be posted by: Friday, 01 September 2023



Destination: Allen Dobinson, Fairfield, Watermillock, Penrith, Cumbria, CA11 0LP

Postage service: Royal Mail 1st Class

Postage cost: £1.10

Item must be posted by: Friday, 01 September 2023

