

Levens Parish Council

Clerk: Martin Curry
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Councillors are hereby summoned and members of the public are invited to attend an Ordinary Meeting of the Parish Council to be held in the **Levens Methodist Church at 7.30 p.m. on Tuesday 11 July 2023.**

Agenda

1. **Apologies**
2. **Declarations of Interest:** To declare any personal or prejudicial interests in items on the Agenda and to consider applications for dispensation.
3. **Minutes:** To authorise the Chairman to sign the Minutes of the Ordinary Meeting held on 13 June 2023 as a true record.
4. **Public Participation:** Members of the public are invited to give their views and question the Parish Council on items on this Agenda, or raise issues for future consideration.
5. **Reports:** To receive the following reports:
 - a) Reports from Councillors on any meetings attended not otherwise on this Agenda
 - b) Relevant matters from the Westmorland & Furness Council (W&FC)
 - c) Police
6. **Finance**
 - a) **Receipts:** To note receipts 01 May – 30 June 2023: June bank statement not to hand at the time of writing. Verbal update.
 - b) **Payments Required:** To note and approve payment of the following:
 - i) M R Curry: Salary - June 2023: (PC: £306.00; Project: £395.16; Charity: £6.13
Expenses £4.20; Mileage: £10.80) £722.29
 - ii) HMRC: PAYE etc Q1 2023-24: £509.40
 - iii) Printing Plus – Summer Newsletter £154.30
 - iv) Malcolm Richardson: Accountancy assistance with 2022-23 AGAR £ 96.75
 - v) Other payments may be advised
 - c) To receive the Bank Reconciliation and a note on Ring-fenced Funds at 30 June 2023
 - d) Annual Governance and Accountability return 2022-23: To receive update report on the AGAR
 - e) Management of PC Finances: Update on progress
7. **Levens Community Project:** Cllr Mason to report:
 - a) Levens Project Advisory Working Group: Cllr. Mason to Report of the Working Group meeting held on 04/07/2023 and key updates including:
 - i. Sale of plots: Plot 1, Cotes; Plot 3 Church Hill
 - ii. Works and Electricity Supply: New Village Hall
 - iii. Tender Packs
 - iv. VAT Report
 - v. Community Ownership Fund and Community Led Housing Fund
 - vi. Investment of cash reserves currently held in HSBC current account - update
 - b) To **note** payments previously approved, including:
 - i. T. Thacker (Supported by Certificate of Interim Payment from T Hills) – Perimeter Walls, Levens Village Hall site (see Minute Ref 20/23(a)(vi): £27,654.40
 - ii. Electricity North West: Costs of electricity supply, village hall: £18,258.68
 - iii. Armstrong Watson: VAT Report £ 1,500.00

8. Planning Applications:

- a) To consider items on the Schedule of Applications (to be circulated)
- b) Other planning matters including any updates on previous matters.

9. Parish Tour: To note observations from the Parish Tour held on 13 June (Notes circulated 20 June).

10. Open actions not covered elsewhere on the Agenda

- a) Levens Traffic Management: To receive any update report and to include the footpath on Levens Lane.
- b) Parish Noticeboard: To note installation.
- c) Woodland management: To receive updates on woodland management issues.
- d) Parish and Other Land: To include:
 - i) Maintenance services: Update on the engagement of a handyman
 - ii) Brigsteer Road Site: To receive update on current work
 - iii) Jubilee Orchard
- e) Summer Newsletter: To note content and distribution
- f) Levens Greening Campaign: Update report.
- g) Parish Emergency Plan: To receive update report.

11. Correspondence: To note correspondence received. Schedule to be circulated.

12. Future Agenda Items: To receive items for consideration for a future agenda.

13. Date of next meeting: The next meeting will be the Annual Parish Council Meeting to be held on Tuesday 12 September 2023 to be held in the Levens Methodist Church.

Martin Curry

Clerk to Levens Parish Council

06/07/2023