

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 10 January 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 08 November 2022 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) Police
- c) Relevant matters from District Councillor
- d) Relevant matters from the Shadow Westmorland & Furness Council (W&FC)
- e) Relevant matters from County Councillor

6. Finance

- a) **Receipts:** To note receipts 01 October 2022 to 31 December 2022: Verbal report – December bank statement not received at time of writing
- b) **Payments Required:** To note and approve payment of the following:
 - i) M R Curry – Salary: December 2022: (PC: £117.09; Project £280.50; Charity £42.84; Mileage £23.40): £ 463.83
 - ii) **To Ratify** the following payment already made as agreed by Parish Councillors by email in the absence of a meeting In December:
M R Curry – Salary November 2022 (PC: £294.82+back-pay of £148.40; Project £187.82+BP £79.60; Charity £117.80+BP £16.60; Mileage £27.30; Expenses – Zoom Subscription paid out of pocket £83.93): £ 956.27
 - iii) HMRC - PAYE/NI due Months 7-9: £ 505.89
 - iv) SLDC - Street lighting (as per precept £1,738.39) & Parish Election costs (£100): £ 1,838.39
 - v) CALC - Carbon Literacy Course (R Atfield) 01/12/2022: £ 35.00
 - vi) Cllr R Atfield – Reimbursement for cost of Remembrance Wreath: £ 30.00
 - vii) Mitchinsons Accountants – Annual Declaration to the Pension Regulator: £ 60.00
- c) To receive the Bank Reconciliation and a note on Ring-fenced Funds at 31 December 2022
- d) **To Approve** the 2023-24 Budget and Precept – presentation of papers and verbal report
- e) Parish Council ICT Requirements: To consider update Report and agree recommendations
- f) 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 06/12/2022 (no meeting in January 2023) and key updates including:
 - i. Sale of plots: Plot 1, Cotes; Plot 3 Church Hill (including confirmation of material start)
 - ii. Works – new Village Hall; Underhill
 - iii. Electricity Supply: New Village Hall
 - iv. Tender Packs
 - v. Community Housing Fund
 - vi. Accountancy services
- b) **To Ratify** the following payments already made as agreed by Parish Councillors by email in the absence of a meeting in December:
 - i. Milne Moser: Costs incurred in relation to the sale of Plot 3, Church Road: £ 1,446.00
 - ii. M R Curry: Refund of out-of-pocket payment to SLDC Building Regulation in relation to a material start at Plot 3 Church Rd: £ 300.00
 - iii. J. Thacker & Sons Ltd: Interim payment No. 3 for infrastructure work at Underhill (Certified by T Hills and to be refunded by Infrastructure Grant): £72,343.00

8. Planning Applications:

- a) To consider items on the Schedule of Applications (to be circulated)
- b) Other planning matters including updates on:
 - i. Local Plan Review
 - ii. Shepherd's Mill
 - iii. The Langdales (Appeal to the Planning Inspectorate)

9. Parish Emergency Plan: To receive update on progress.

10. Levens Charity: Update on matters arising from previous meeting of the Trustees

11. Road gritting in Adverse Conditions: To consider future responses

12. Open actions not covered elsewhere on the agenda

- a) Levens Traffic Management: Updates
- b) Levens Lane Footpath: Update on progress.
- c) Parish Noticeboard: Update on options.
- d) Woodland management
- e) Parish and Other Land: To include:
 - i) Maintenance services: Update on responses to article in the Parish Council Newsletter
 - ii) Brigsteer Road Site - To receive update on current work
- f) Levens Greening Campaign: Update report
- g) Christmas Event: Review of event

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

14. Items for Local Media (Westmorland Gazette etc)

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

16. Date of next meeting: To be confirmed as Tuesday 14 February 2023 to be held in the Levens Methodist Church.

Martin Curry

Clerk to Levens Parish Council

04/01/2023