

## LEVENS PARISH COUNCIL

### Minutes of the Ordinary Meeting of the Parish Council held on 10 April 2018 in the Methodist Meeting Room, Levens at 7.30 p.m.

**Present:** Cllrs. R Atfield (Chairman), S. Bagot, H. Burrow, K. Holmes, R. Mason, D. Rogerson, + County Cllr. J. Bland, M. R. Curry (Clerk). There were no members of the public present.

**116/17 Apologies for absence:** Cllr. J Thacker, District Cllr. A Rawlinson, PCSO Park

**117/17 Declarations of interest:** There were no Declarations of Interest

**118/17 Minutes:** It was **Resolved** that the Chairman be authorised to sign the minutes of the Ordinary Meeting held on 13 March 2018 as a true record.

**119/17 Public Participation:** None.

#### 110/17 Reports:

##### a) Reports from Councillors on Meetings Attended:

- i) Cllr Burrow reported on recent discussions with John Barwise of SLDC about dog fouling. Rules now require owners to remove faeces from any ground over which the public has access, or be liable for a £1,000 fine. He had confirmed that SLDC bins may be used for disposal of waste and will provide signage (similar to those that have been effective in Hawkshead). SLDC will monitor the situation.
  - ii) Cllr. Atfield reported that he had discussed car-parking with the licensees at the Hare and Hounds. They are aware of issues and try to manage staff parking in particular; they will investigate re-lining the car park to encourage better use of the available space.
  - iii) Cllr. Atfield also reported on a request from a resident that he might place steps at the bottom of the public footpath running down to Lowgate to tidy that area up. It was **Resolved** to decline the request as any such work should be procured by the Parish Council and that steps would restrict accessibility. It was agreed however to consider gravel and the Team looking at maintenance requirements will consider this.
- b) Police:** Although unable to attend, PCSO Park had submitted a written note confirming that there had been no incidents in Levens since her report to the Annual Parish Meeting on 20 March.
- c) District Councillor:** Cllr. Rawlinson had tendered her apologies.
- d) County Councillor:** Cllr. Bland confirmed that the pot-hole which has been causing concern opposite the Hare and Hounds is now scheduled for repair and he is to meet with Highways engineers on-site the next day to confirm specifications. In response to Cllr Burrow, Cllr Bland noted the deteriorating condition of the road at Hying between Heaves to the village and also a pot-hole in the newly re-surfaced stretch by the Environment Agency depot. Cllr Bland confirmed that CCC continues to do its best with the resources available to attend to priorities throughout the area. The continued use by vehicles of the bridleway from the A590 towards Sampool was also raised. It was acknowledged that whilst temporary use by vehicles had been appropriate in the aftermath of the damage caused by Storm Desmond, ongoing use of it should now revert to what is legally compatible with its status as a bridleway and that unauthorised vehicular use be restricted. SLDC has provided gates and consideration will be given to locating these, together with appropriate signage and communication with affected parties to restore the position.

#### 111/17 Finance:

- a) Receipts:** Councillors noted the following receipts during the period 1<sup>st</sup> to 31<sup>st</sup> March:
- i. Allotment rents 2018/19: £192.50

<b>b) Payments: Resolved</b> to authorise the following payments:	
i. M R Curry: Salary and expenses March	732.48
ii. HMRC: PAYE for Q4:	504.05
iii. Dodd & Co: Accountancy advice to Project	780.00
iv. Zurich: Asset and Risk Management Training Course	36.00
v. CALC: GDPR Training Course	70.00
vi. MBE Accountancy: External Independent review of finance:	120.00
vii. The Levens Institute: Room Hire Annual Parish Meeting	15.00
viii. Mitchinsons Accountants: Payroll services	72.00
ix. Cllr. R Atfield: reimbursement of out of pocket expenses (Ann. Meet)	25.46
x. Mr M J Knipe: verge maintenance	45.00

**c) Financial Report:**

- i. Bank Reconciliation: The reconciliation agreed and was noted.
- ii. End of year report:
  - Asset Register: It was **Resolved** to approve the Asset Register for 2018-19.
  - Risk Register: It was **Resolved** to approve the Risk Register for 2018-19.
  - External Professional Review: it was noted that a professional and independent external review had confirmed that adequate and effective systems of internal control meeting the needs of the Council were in place.
  - Internal Audit: Set for 24 April.
  - External Audit: No additional information to report.
  - Banking arrangements: The Clerk reported on ongoing difficulties with HSBC and the Council recorded its disappointment with their level of customer service on a number of counts. It was agreed to persevere with them for the time being.

**112/17 Levens Community Project:** Cllr Mason reported as follows:

- a) **Sale of Sizergh Fell Quarry:** The pre-planning application meeting between the developer who is interested in the site, representatives of the Parish Council and LDNPA Planners had been held on 22 March. It had been a positive meeting with some additional clarity requested on matters such as parking, drainage and the provision of affordable housing. The developer was now considering next steps with a view to providing a draft Option to Purchase.
- b) **Sale of Plots at Cotes:** Expressions of interest had not resulted in any clear offers and it was agreed that discussions on re-marketing should be held with the selling agent. Tim Thacker has been asked to undertake the work to reconfigure Mr Edmondson's car-park space.
- c) **Clearance of sites at Church Hill, Underhill and the new Village Hall site:** It was agreed that clearance work needs to start as soon as possible and Cllr Mason undertook to get further quotes for this work.
- d) **Report on the Overall Financial Position:** The Clerk reported that the Project remained in funds with recent expenses to be off-set against the Capacity Building Grant of over £7,000 awarded from SLDC.
- e) **Grants and External Funding:** The Clerk confirmed that following SLDCs administrative error, it was not likely that LIPs funding would be available in the current round as all funding has been allocated. It was **Resolved** to write to senior officers at SLDC to emphasis the Parish Council's disappointment at the process and urge for a positive outcome to resolve this. It was noted that correspondence has been exchanged on how SLDC can help to progress the Community Led Housing bid for Scheme Grant which, following the identification of some additional costs, will now be re-submitted.

- f) **Allotments:** The Clerk confirmed that all but one of the allotments have been re-let and that there is strong interest in the remaining plot which is being followed-up.
- g) **Project Working Group:** The Project Working Group has not met recently and there is no additional report.

## 113/17 Planning Applications

### a) New Planning Applications

Application No.	Address	Proposal	Applicant	Type & Status where known	PC Comment
SL/2018/0195	Wedgewood, Brigsteer Rd. LA8 8NT	Insertion of window; ground floor, south elevation	Mrs M Barton	Lawful Development Cert. Proposed	No Objection
SL/2018/0240	Low Levens Farm, Low Levens	Steel framed livestock building	Messrs Parsons	Full Planning	No Objection
SL/2018/0273	Lakesway Holiday Home and Lodge Park	Change of Operational Season to permit year round occupancy of vans/lodges	Leisure Resorts Ltd	Full Planning	<b>Objection</b> See below *

\* It was **Resolved** to object to this application on the grounds that year-round occupancy represents an inappropriate extension of activity at the holiday park. It is one which will raise highways issues, cause increased traffic and disturbance to local residents. The Parish Council has already resolved to ensure that the bridleway from the A590 is re-instated as such and Sampool Lane should not be exposed to additional traffic pressure as a result.

### b) The following Planning Applications determined since last meeting were noted:

Application No.	Address	Proposal	Applicant	Type & Status	Decision
SL/2017/1138	Lakesway Holiday Home and Lodge P'rk	New Hub Building	Leisure Resorts Ltd	Full planning	App'ved conditionally 06/03/18
SL/2018/1121	Grove Cott, Church Rd. LA8 8PU	Side extension external works	Mr & Mrs Duncan	Full Planning	App'ved conditionally 15/03/18
TR/2018/0021	4 Low Pastures, Lowgate, LA8 8QH	Remove reduce sycamores	Mr P Martin	TPO	App'ved conditionally 12/03/18

c) **To note planning applications still to be determined:** There were no applications under this category.

### d) Application under the Licensing Act 2003

Application No.	Address	Detail	PC Comment
23/03/18	Lakesway Holiday Home and Lodge Park	Application for the grant of Premises Licence by Leisure Resorts Ltd for Wainwright's Bar, Lakesway Holiday Homes and Park.	<b>No Objection</b> See below *

\* It was **Agreed** not to object to this application, but that representations should be made to SLDC to ensure that it fully considers and takes into account the possible impact of noise and disturbance from this development to the detriment of local residents and other road users.

**114/17 Speed Indicator Device (SID):** There was considerable discussion about the virtues of acquiring a SID or SIDs for the village including the number and location. Cllr. Rogerson undertook to get two updated quotes based on both battery and solar power for consideration at the next meeting. The question of flashing lights at the school was also raised and Cllr Bland re-iterated that CCC could only support this financially if significant contributions came from elsewhere. Further investigations into cost are required. It was **Agreed** to furnish CCC Highways with more detail about the request for a cul-de-sac or No Through Road sign at the bottom of the Green.

## 115/17 Open Actions Not Covered Elsewhere on the Agenda:

- a) **Levens Re-cycling Site:** Cllr Rogerson reported that plans for the closure of the site on 30 April were going ahead as planned. There is to be a leafleting initiative for residents on the week commencing 16 April and a public roadshow in the village on the 24<sup>th</sup> to explain new arrangements and to raise awareness of the facilities available (bags, boxes etc.)

from SLDC. Cllr Rogerson undertook to check up on the anticipated signage to be posted at the site.

- b) **B4RN:** The clerk reported that he had had formal notification of the award of LIPs grant from SLDC and was required to supply further detail on the Project. He had written to B4RN with regard to next steps and awaited a reply.
- c) **Woodland Management:** The Clerk reported that two woodland management advisers had visited sites with a view to providing quotes for drawing up a management plan. One response was awaited and it was agreed to proceed via agreement by email when received.  
Concern was raised about trees being managed on Parish land without consent. It was **Resolved** to include an item on this in the next Parish Newsletter and in the meantime to write as appropriate to neighbours of the sites concerned.
- d) **Roadside Verges and Village Maintenance Plan:** Preparation of the Plan remains work in progress.
- e) **WW1 Commemorative Beacon:** The location is still to be confirmed.
- f) **Annual Parish Meeting:** It was unanimously agreed that this had gone well and that the speakers deserved credit for their contributions.

#### 116/17 Correspondence

Members acknowledged the correspondence received as reported by the Clerk and noted the following in particular:

- Additional details received from Levens School on the plans for extending the school to accommodate a new kitchen facility with an offer to meet Councillors if required.
- Correspondence from the Playing Fields Committee about using Public Space Protection Orders to exclude dogs from the area – it was agreed to engage with representatives of the Committee to discuss this and any other matters.

#### 117/17 Future agenda items:

- Updated Quotes for Speed Indicator Devices

#### 118/17 Date of next meetings:

**The Annual Meeting of the Parish Council is to be held on Tuesday 8 May 2018 in the Methodist Church Meeting Room**

**The Meeting closed at 10.04 p.m.**

Signed ..... (Chairman)                      Date