

Levens Parish Council

Minutes of the Annual Meeting of the Parish Council held on 13 May 2014 in the Methodist Meeting Room, Levens at 7.30pm

Present: Cllrs R.Atfield, S.Bagot, H.Burrow, R.Mason, J.Thacker, County Cllr J.Bland, Dist. Cllr A.Rawlinson, P.Davidson (clerk) + PCSO M.Boak + 9 members of the public

87/14 Election of Chairman for council year 2014/15

It was **resolved** unanimously that Cllr R.Atfield be elected Chairman for council year 2014/15.

88/14 Chairman's Declaration of Acceptance of Office

Upon election, the Chairman signed a Declaration of Acceptance of Office.

89/14 Appointment of Vice Chairman for council year 2014/15

It was **resolved** unanimously that Cllr D.Martin be appointed Vice Chairman for council year 2014/15.

90/14 Apologies for absence

Cllr D.Martin.

The Chairman advised that he had received a letter of resignation from Naomi Capstick.

91/14 Declarations of interest: None

92/14 Minutes

It was **resolved** that the Chairman be authorised to sign the minutes of the ordinary meeting of the Council held on 8 April 2014 as a true record.

93/14 Appointment of representatives

It was **resolved** that the following representatives be appointed:

- a) **Highwayman:** Cllr R.Atfield
- b) **Village Institute:** Cllr S.Bagot
- c) **Levens Playing Fields:** C.Hammond
- d) **Woodlands Officer:** Cllr J.Thacker
- e) **Levens Charity Sub-committee:** Cllrs H.Burrow, S.Bagot & R.Mason
- f) **Footpath officer:** Cllr J.Thacker
- g) **Land registry:** Cllr R.Mason
- h) **CALC:** Cllr R.Atfield
- i) **LAP:** C.Hammond
- j) **Allotments:** Cllrs D.Martin & R.Mason
- k) **Maintenance sub-committee:** Cllrs D.Martin & J.Thacker
- l) **Maintenance volunteer group:** Cllrs D.Martin & J.Thacker

94/14 Public Participation

a) Police report

PCSO M.Boak reported that volunteer groups are providing useful support, with speed watch groups being set up and schemes such as "Farm Watch" on the Cumbria Community Messaging website. He reported that this year has seen a slight reduction in crime in South Lakes. No crimes have been reported in Levens.

b) Members of the public

- HGV's in the centre of the village: there was concern that large lorries were driving through the centre of the village when attempting to find PV Dobson. Mr C.Hammond, who works for the company, advised that drivers are instructed to use the correct postcode. For European drivers, they are spoken to in their own language.

- Allotments: a member of public expressed concern over the proposed movement of allotment sites, in particular potential parking issues. Cllr R.Mason advised that issues such as this can be aired in detail at the forthcoming open meeting.

95/14 Reports

a) Levens Community Project Committee

Cllr R.Mason reported that an open meeting is planned for Monday 19 May.

Cllr Mason also reported that Ms H.Mallinson of Wayside Cottage had contacted him. She currently rents her garden area from the parish council, but now wishes to buy it. She also claims that, according to her deeds, she owns the parking places next to the garden. The clerk was actioned to write to Ms Mallinson, pointing out that the land registry deeds show that the parish council own the parking place.

b) Relevant matters from District and County Councillors

County Cllr Bland reported that the A590 drainage works are complete.

96/14 Planning application process

It was noted that SLDC had written to the parish council, to say they recognised that the 3 week turnaround for applications was out of step with parish council meeting schedules. However, they were flexible and would always seek to accommodate a request from the parish council to extend a deadline in order to align with parish council meetings.

The council also discussed responding to applications during months when there was no parish council meeting. It was agreed that, if the application was minor and non-contentious, comments could be sent directly to the clerk, who would compile a response on behalf of the council. Alternatively, it would be necessary to call an extraordinary meeting of the parish council.

97/14 Planning Applications

a) New Planning Applications

SL/2014/0370: Change of use, extension, refurbishment and partial demolition of former carpet showroom and site to form nine self-contained apartments.

It was **resolved** to object to this application on the basis that:

- The proposed development has a significantly raised roof, rendering the building overbearing, unneighbourly and out of scale with its village setting.
- There are totally inadequate parking provisions, so this development would exacerbate an already unsatisfactory parking situation in the centre of the village
- The application, which is for nine small flats, does not represent a sustainable solution for additional housing within the parish. The council would prefer to see a smaller number of larger apartments, with improved provision for parking.

It was agreed that the draft letter compiled by Cllr S.Bagot contained these key arguments and should be used as the basis to respond to Planning.

b) To note Planning Applications determined since last meeting

SL/2014/0169: 1 Whitbarrow Grive, Levens – Erection of timber car port. Approved.

SL/2014/0136: Hare & Hounds - conversion of barn into a dining room and a managers flat.

Formation of new pedestrian access, new external seating area and general changes to surfacing.

Approved.

SL/2014/0185: Heaves Farm, roofing for middenstead and fodder storage area. Approved.

SL/2014/0021: Brettargh Holt, Levens. Approved

c) To note Planning Applications still outstanding

SL/2014/0285: High Sampool, Levens – Two storey extension

98/14 Casual Vacancy for Councillor

It was **resolved** that Mr C.Hammond should be co-opted as councillor.

99/14 Appointment of new clerk

It was **resolved** that the appointment of Mr P.Davidson as clerk be endorsed and the Chairman be authorised to sign the clerk’s contract.

100/14 Finance

a) Annual Return

The clerk reported that the internal audit is now complete. It was **resolved** that the Annual Accounts for 2013/14 be approved and that the Chairman be authorised to sign Section 1 of the Annual Return. Council considered Section 2 of the Annual Return and it was **resolved** that the Chairman be authorised to sign Section 2.

b) Receipts

- Rents £210.00

c) Payments

It was **resolved** to authorise the following payments:

- Tx from charity A/c to current A/c (correction) £70.52
- Ex-clerk’s expenses: April £32.76
- Mr P.Cheesbrough: internal audit £45.00

101/14 Correspondence

The list of correspondence received was noted.

102/14 Future agenda items

Parish mag: agreed to default on May issue.

103/14 Meetings dates for council year 2014/15

Council **resolved** that council meetings for 2014/15 should be held as follows:

2014	2015
10 June Parish Council walk	13 January
8 July	10 February
9 September	10 March
14 October	17 March: Annual Parish Meeting
11 November	14 April
	12 May: Annual Meeting of the Parish Council

All meetings will be held in the Methodist meeting room, apart from the Annual Parish Meeting which will be held in the Village Institute. All meetings begin at 7.30pm.

Signed (Chairman)

Date