

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 14 November 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 10 October 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 for the period 01 October – 31 October 2023: There were no receipts during the period.
- b) **Payments Required:** To note and approve payment of the following:
 - i) M R Curry: Salary October – (PC: £333.54; Project: £201.45; Charity: £128.40; Expenses £16.00 (stamps); Mileage: £27.00) £ 706.30
 - ii) Cllr. R Atfield: Expenses Remembrance Wreath (to include feedback on the event) £ 20.00
 - iii) Printing Plus: Autumn / winter Newsletter (to include feedback on the edition) £ 154.30
 - iv) Levens Methodist Church – Room Hire (to end of Financial year) £ 280.00
 - v) Other payments may be advised
- c) Bank Reconciliation: To receive the Bank Reconciliation and a note on Ring-fenced Funds at 31 October 2023
- d) Pay Award: To note the recently published pay scales for 2023-24
- e) Budgets
 - i) 2023-24 Budget Review
 - ii) Proposals for 2024-25 Budget including initial draft budget

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 07/11/2023 and key updates including:
 - i. Sale of plots: Plot 1, Cotes; Plot 3 Church Hill
 - ii. Underhill: Tender Pack
 - iii. New Village Hall: Tender Pack
 - iv. Accountants: update on VAT report and general position
 - v. Community Ownership Fund and Community Led Housing Fund
 - vi. Investment of cash reserves currently held in HSBC current account
- b) To **Ratify** an overdue payment made as Recommended by the Project Advisory Group:
 - i. Spatial Data: Survey and Drawing Work at the new Village Hall £ 240.00

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 including:
 - Shepherd's Mill – The Old Carpet Shop

9. Levens Charities: Update on the meeting of Appointed Trustees on the 17 October 2023 to include:

- a) Half-yearly Report
- b) B4RN Donations and Gift Aid
- c) Grant Applications

10. 20mph Speed Limit: To note public interest and the role of the Parish Council

11. Christmas 2023: Update on plans for the event.

12. Parish Council Elections - May 2024: To note that Parish Council Elections will be held on 02 May 2024 and early arrangements from W&FC

13. Open actions not covered elsewhere on the Agenda

- a) Levens Traffic Management: To receive update reports:
 - i) Levens Lane footpath
 - ii) Traffic Management within the village
 - iii) Winter gritting and road clearance arrangements
- b) Woodland management: To receive updates on woodland management issues including:
 - i) Proposed work by ENW and Felling Licence from the Forestry Commission
 - ii) P. Capstick re trees at Checkmate
 - iii) Tree Health and Safety – update on current position
- c) Parish Assets and Land - To include:
 - i) Brigsteer Road Site: To receive update on current work
 - ii) Jubilee Orchard
- d) Handyman: Update on recruitment
- e) Parish Website: To note updates
- f) Levens Greening Campaign: Update report.
- g) Parish Emergency Plan: To receive update report.

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

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

16. Date of next meeting: The next meeting will be held on Tuesday 09 January 2024 to be held in the Levens Methodist Church.

Martin Curry

Clerk to Levens Parish Council

08/11/2023