

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 13 February 2024.**

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 09 January 2024 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 January – 31 January 2024:

- i) 04/01/2024: Electricity NorthWest Ltd - Wayleave payment £ 119.61
- ii) 08/01/2024: J Thacker & Sons Ltd - Car park rent £ 80.00

b) **Payments Required:** To note and approve payment of the following:

- i) M R Curry: Salary January 2024 - (PC: £449.89; Project: 472.59; Mileage: £16.20) £ 938.68
- ii) Other payments may be advised

c) **Bank Reconciliation:** To receive the Bank Reconciliation and a note on Ring-fenced Funds at 31 January 2024

d) **Precept**

- i) To confirm submission of the precept demand for 2024/25
- ii) To confirm the appointment of Jean Airey as Internal Auditor for 2023/24

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 31/01/2024 and key updates including:

- i. Sale of plots: Plot 1, Cotes; Plot 3 Church Hill
- ii. Underhill: Updates on progress on-site
- iii. New Village Hall: Updates on progress on-site
- iv. Tender Packs
- v. Project Management and Review of Finance
- vi. Community Ownership Fund
- vii. Investment of cash reserves currently held in HSBC current account

b) To **Approve** any payments due as Recommended by the Project Advisory Group

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. 20mph Speed Limit:** To receive an update on the proposal to apply.
- 10. Parish Council Elections - May 2024:** To note any updates on the Elections to be held on 02 May 2024
- 11. The Annual Parish Meeting:** To confirm a date for the meeting and possible speaker.
- 12. Local Education Authority Admissions Policy** – To discuss.
- 13. Parish Council Newsletter:** To confirm dates and content.
- 14. 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
 - b) Woodland management: To receive updates on woodland management issues including:
 - i) Work done by ENW
 - 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: To consider the engagement of Andy Brayshaw as Handyman
 - e) Parish Website: To note updates
 - f) Levens Greening Campaign: Update report.
 - g) Parish Emergency Plan: To receive update report.
- 15. Correspondence:** To note correspondence received. Schedule to be circulated.
- 16. Future Agenda Items:** To receive items for consideration for a future agenda.
- 17. Date of next meeting:** The next meeting will be held on Tuesday 12 March 2024 to be held in the Levens Methodist Church.

Martin Curry
Clerk to Levens Parish Council

08/02/2024