

LEVENS PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council held on 12 February 2019 in the Methodist Meeting Room, Levens at 7.30 p.m.

Present: Cllrs. R Atfield (Chairman), S. Bagot, H. Burrow, J. Fitch, K. Holmes (also attending as District Councillor), R. Johnston, R. Mason, D. Rogerson, + County Cllr. J. Bland, M. R. Curry (Clerk) and 3 members of the public.

92/18 Apologies for absence: PCSO J. Park

93/18 Declarations of interest: None

94/18 Minutes: It was **Resolved** that the Chairman be authorised to sign the Minutes of the Ordinary Meeting held on 08 January 2019 as a true record.

95/18 Public Participation: The Chairman reminded the meeting that, unless invited, members of the public may not participate outside this Agenda item. No items were raised by members of the public.

96/18 Reports:

a) Reports from Councillors on Meetings Attended: Cllr Burrow reported that she had attended a Casualty Reduction And Safer Highways (CRASH Group) meeting that morning in Kendal. This multi-agency team had specifically considered traffic problems in Levens and had agreed to set up a sub-group to explore and make recommendations to remedy these issues. Cllr. Burrow had also attended a meeting of the A590 Group in the afternoon and will circulate notes from this for information.

b) Police: The Clerk read a report received from the Police detailing incidents in Levens for the period 1 January to 12 February as follows:

- 08/01: Suspicious incident
- 16/01: Assault
- 19/01: Burglary (dwelling)
- 24/01: Shop lifting and making off without payment
- 27/01 and 31/01: Harassment

PCSO Park is also looking into incidents of dog faeces being thrown at a new build property.

c) District Councillor:

- i. The Clerk confirmed that he had received an advice note from SLDC confirming the payment of £350 Members' Budget Grant into the Parish Council bank account. Procurement of a new Noticeboard could now commence.
- ii. Cllr. Holmes reported attendance at numerous meetings including Customer Connect which is progressing well and the Kendal Flood Relief Scheme. He confirmed that SLDC is aware of concerns expressed about the latter, particularly the possible negative impacts on downstream communities, which were being considered.

d) County Councillor: Cllr. Bland reported that the work at Sampool Bridge is nearly complete and that there were plans to raise the road level at Levens Bridge to reduce flooding incidents at that location. He noted the deterioration of a drain at Lane House. Cllr Atfield thanked the County Council for attending to a number of pot-holes around the village and that, following work, the flooding on the road outside his house now seemed to be dealt with.

97/18 Finance:

a) Receipts for the period 01-31 January 2019: The following receipts were noted:

i.16/01/19: Salary refund from Project to Parish Council:	£1,840.00
ii.29/01/19: Allotment Rent:	17.50
iii.31/01/19: Allotment Rent:	35.00

b) Payments: It was **Resolved** to authorise the following payments:

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| i. | M R Curry: Salary January 2019 | 560.58 |
| ii. | Andrew Banks: Maintenance Work, Levens Bridge Bus Stop: | 106.00 |
| iii. | S. Westmorland Village Maintenance Ass: Gritting 30/31 January | 249.08 |
| iv. | Levens Playing Fields Association: Representatives of LPFA gave a presentation in support of a request for annual maintenance grant. They reported on their financial position with reference to accounts for the previous and current year to date. They reported that the Committee had raised reasonable sums towards revenue costs such as grass cutting, but that the grant from the Parish Council remained a very important contribution to annual running costs. They made the distinction between grant for maintenance and a broader appeal for capital redevelopment for which a bid for support would be made to Levens Charity in due course. Cllr. Atfield acknowledged the value of the facility and proposed an award of £1,600 (an increase on the anticipated grant of £100) which was affordable at present due to reasonable reserves in the PC account. It was noted that Levens Community Project was not in a position to use funds secured for it for any other purpose than the Project itself. Cllr Bagot seconded the proposal which was Unanimously Approved: | £1,600.00 |
- (After closure of the meeting Cllr. Bland asked the Parish Council to pay £1,000 to the Playing Fields Association from the ring-fenced capital sum held by it on his behalf).

c) Financial Report and draft Budget 2019-20:

- i. Bank Reconciliation at 31 January: The reconciled balance of £28,960.64p was noted. The usual caveat regarding ring-fenced funds was received leaving an underlying balance of Parish funds of £12,953.00.
- ii. Budget Review 31 January: The Clerk reported that the 2018-19 budget remained satisfactory.
- iii. Precept 2019-20: The Clerk reported submission and acknowledgement of receipt of the approved bid for £13,291.42 plus Council Tax Support Grant of £369.94.
- iv. Internal Auditor: the appointment of Jean Airey as Internal Auditor for the 2018-19 accounts was **Approved**.
- v. Clerk's Salary Review: This item was deferred pending the review.

98/18 Levens Community Project: Cllr Mason reported as follows:

- a) Sale of Sizergh Fell Quarry:** It was noted that the planning application for Sizergh Fell Quarry is to come before the Lake District National Park Authority Planning Committee on 6 March. It was agreed to register for a Parish Council representative to speak in support of the application.
- b) Sale of Plots at Cotes:** Tim Thacker has now spoken direct to Mr Edmondson to confirm plans for the reconfiguration of the roadside parking area.
- c) Report on Financial Position:** Following the receipt of the original Capacity Grant from the Community Led Housing Fund, the Project remains in credit by approximately £4,000, though known commitments will account for much of this sum. Considerable work is underway for funding from other available sources, however, as follows:
 - i) A bid of just over £50,000 has been submitted to SLDC's Locally Important Projects (LIPs) fund and the outcome will be announced in early March;
 - ii) A revised application to the Community Led Housing Fund for a second award of Capacity Grant, which will fund up to £20,000 per unit for pre-construction costs, is in preparation;
 - iii) Discussions with Homes England have been very positive and it has encouraged us to submit a significant bid for Revenue Grant, which is under preparation. This will provide gap-funding for the affordable housing element of the Project;

iv) In addition to Revenue Grant, Homes England has encouraged us to submit a bid for Infrastructure Grant. This needs to be made through SLDC who have also indicated their support for this bid.

Cllr. Mason confirmed that Tony Hills has prepared detailed plans for the Cotes, Church Hill and Underhill sites and these require submission to SLDC to enable physical work to commence. There will be a planning fee in the region of £2,000 required for this and it was **Resolved** to instruct him to proceed. On the basis of the £350,000 already awarded by SLDC (subject to signing a Funding Agreement currently being prepared by SLDC's Legal Team) from the Community Led Housing Fund, it was further **Resolved** to make an interim payment of £6,000 to Mr Hills for his professional fees.

d) **Project Working Group:** Cllr Mason reported that members of the Project Working Group met on 29 January to consider designs for the kitchen in the new Village Hall.

e) **Levens Allotments:** The Clerk confirmed that tenancy renewals and rent demands had been sent to allotment holders. At the date of report, six of the ten allotment tenants had confirmed for 2019 and paid their annual rent.

99/18 Levens and Savin Brow Charities

The Clerk reported that following the submission of Annual Returns to the Charity Commission, work continues on the administration of both Charities. Fund investors Blackrock require confirmation of mandates which the Clerk will coordinate and an audit of charity accounts is being arranged. The Clerk will bring an interim report on all matters to the next meeting of the Parish Council. The Clerk was requested to investigate the possibility of amalgamating Savin Brow Quarry Charity with the Levens Charity.

100/18 Planning Applications: the following planning applications were discussed:

a) New Planning Applications

Application No.	Address	Proposal	Parish Council Comments
BE/2019/0002	1 Hying Court LA8 8NS	Large single storey rear Extension	No Objection
SL/2019/0041	Two Acres, Force Lane	Conversion of single dwelling to form 2 dwellings	Application status Invalid – no comment
SL/2019/0072	18 Beathwaite Gardens	Rear single storey extension with balcony	No Objection

b) To note Planning Applications determined since last meeting

Application No.	Address	Proposal	Decision	Parish Council Comments
TR/2018/0211	Beathwaite Gdns, Levens LA8 8NG	Reduce crown of whitebeam	Approved conditionally	Noted
SL/2018/0592 / 0619	Lakesway Holiday Homes and Lodgepark	Change of use for siting of 30 lodges	Approved conditionally	See Minute below

Lakesway Holiday Homes and Lodgepark: Cllr Atfield referred to a letter received from Mr G Hardman outlining his concern that recent applications from Lakesway Holiday Homes and Lodgepark had been dealt with by delegation to a planning officer and had not gone to SLDC's Planning Committee. Given the level and strength of objection to these applications, including the strong objection submitted by the Parish Council, Councillors considered that delegation was inappropriate. Cllr Holmes reported that he had raised this with Members of the Planning Committee and senior planning officers. It was agreed to investigate options open to the Parish Council to challenge this decision and in the meantime **Resolved** that the Clerk should write a robust letter to SLDC requesting justification for referring this matter to delegation.

c) To note planning applications still to be determined: none.

101/18 Annual Parish Meeting: Arrangements for the Annual Parish Meeting on 19 March were discussed, including agreement to invite Tony Hills to give a presentation of progress with the Community Project. The Clerk undertook to write to village organisations inviting them to report on their activities, to prepare the Agenda and publicise the event. Cllr Bagot undertook to make arrangements for the provision of refreshments.

102/18 Levens Parish Council Newsletter: Items for inclusion in the Spring Newsletter were discussed and agreed. The delivery date for printed copy was confirmed as 21 February.

103/18 Open Actions not covered elsewhere on the Agenda:

a) **Levens Village Traffic Management:** This item had been discussed at Agenda item 96/18a as minuted above.

b) **Maintenance Plan:** It was agreed that a dark green Hammerite should be used on the village benches and that Andy Banks be asked how much will be required. Cllr Burrow will arrange for procurement once the detail is confirmed. A number of other matters were raised in particular the growth of saplings on road verges at several locations including the Hare and Hounds junction. Cllr Bland will look at the latter whilst Cllr Mason will review the Maintenance Plan with Andrew Banks and agree work to be done.

c) **Woodland Management:** The Clerk has received one estimate for a health and safety inspection of Parish owned trees, but given the likely cost of the work, it will require competitive tendering and further estimates / quotes are awaited.

d) **B4RN:** Cllr Rogerson reported on continuing progress with the initiative.

104/18 Correspondence: Councillors noted the schedule of correspondence received circulated by the Clerk.

105/18 Future agenda items:

a) Interim Charity review

106/18 Date of next meeting:

The next Ordinary Meeting of the Parish Council is on Tuesday 12 March 2019.

The Annual Parish Meeting is on 19 March 2019 in Levens Village Institute

The Meeting closed at 9.43 p.m.

Signed (Chairman) Date