

LEVENS PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council held on 12 July 2016 in the Methodist Meeting Room, Levens at 7.30 p.m.

The meeting was preceded by an informal meeting at which Cllr. D Martin indicated his wish to resign. Councillors then met with two parishioners who had responded to a public call inviting expressions of interest from any eligible person wishing to be considered for co-option to the Council in order to bring it to its maximum number of eight. The item was discussed formally during the meeting (Item 36/16c below).

Present: Cllrs. R Atfield (Chairman), R. Mason, J. Thacker, S. Bagot, D. Martin, S Hargraves + County Cllr. J. Bland (part), PCSO Park, M. Curry (Clerk) and 7 members of the public.

26/16 Apologies for absence: Cllr. H. Burrow (holiday); Cllr. A Rawlinson (illness).

27/16 Declarations of interest: None

28/16 Minutes

It was **resolved** that the Chairman be authorised to sign the minutes of the Extra-Ordinary meeting held on 28 June 2016, as a true record.

29/16: Public Participation: No matters raised.

30/16: Reports:

- a) **Police:** In addition to minor highway disruptions, PCSO Park reported the theft of fuel from Low Levens Farm and domestic equipment from a garage in Greengate. In advance of Agenda Item 10 (20s Plenty) PCSO Park endorsed the value of a 20s Plenty initiative for the village.
- b) **District Councillor:** The Clerk confirmed that following a conversation with Cllr. Rawlinson, she was aware of the intention to write to the Chief Executive of SLDC on the matter of the Old Carpet Shop.
- c) **County Councillor:** Cllr. Bland was unable to be present for this item. Councillors **resolved** that the Clerk should request him to requisition payment of the £500 Allotment Grant previously agreed.

31/16: Finance:

- a) **Annual Accounts:** The Clerk reported that following approval of the Annual Governance Statement and the Annual Accounting Statement he had publicised the Exercise of Public Rights and that the accounts were to be sent to the External Auditor no later than 25 July
- b) **Budget:** It was **agreed** to review the 2016/17 budget at the September meeting.
- c) **Bank Reconciliation:** The Clerk confirmed that he had completed a reconciliation as at 30 June at which time the current account balance stood at £27,612.51
- d) **Receipts:**
Councillors noted the following receipts:
 - BW & GM Bland – car park agreement: £20.00
 - N Edmondson (£40) / J Thacker (£80) – car park agreement: £120.00

e) Payments:

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

• M R Curry: Salary & expenses (Feb 9 – March 31)	£ 591.50
• HMRC: Clerks PAYE and Employers NI	£ 142.61
• C. Mitchinson & Co: Accountancy services for payroll	£ 60.00
• CALC: The Good Councillor Guide	£ 2.50
• SLDC: S106 legal expenses	£ 950.00
• A Hartley: Internal Audit	£ 50.00
• Printing Plus: Summer Newsletter	£ 133.95
• Treble3 Website: Hosting Costs	£ 174.00
• Damson Consultancy	£ 2,100.00
• Telford Hart: Project Consultancy	£ 3,000.00

It was agreed to consider an invoice from milnemoser for legal costs in respect of the S.106 Agreement under Agenda Item 8 (Levens Community Project).

32/16: Planning Applications

a) New Planning Applications

- SL/2016/0606: Moss Lea, Levens - No objection
- SL/2016/0638: 37 Greengate Levens – No Objection

b) To note Planning Applications determined since last meeting:

Determination of the following planning applications was noted:

- SL/2016/0251: 21/22 Nethercroft - refused
- SL/2016/0326: Holly Bank Cottage – granted conditionally
- SL/2016/0304: Green Hollow, Levens - granted conditionally
- SL/2016/0415: The Villa, Levens - granted conditionally

33/16: Levens Community Project

a) Section 106 Agreement:

Mr J Watson summarised his concerns about the process in securing the Agreement. In response, Cllr. Mason said that:

- the Agreement was a condition of approval required by SLDC Planning Committee and the Parish Council entered into it in order to progress the Project;
- legal advice on the necessity of including the Levens Village Institute as a party to the Agreement had been specifically requested and confirmed;
- whilst securing the Agreement had placed additional work and cost on the Parish Council, this was unavoidable in order to meet the condition imposed by the Planning Committee. It was acknowledged however that delays on the part of SLDC were disappointing and had led to additional work and cost;
- whilst the Agreement contained no obligation to redevelop the Village Institute nor placed a responsibility on anyone to build affordable housing this was an explicit intention of the Project and the planning consent.

In discussion, Councillors agreed that whilst delays in the process had been frustrating, progress with the Project needed an ongoing and positive relationship with SLDC. It was **resolved** that concerns should not be pursued by way of a formal complaint to SLDC or beyond at this stage. Mr Watson acknowledged the Parish Council's position, but would consider raising a complaint with the Ombudsman in his capacity as a local elector. Cllr Mason expressed the hope that concerns over future process would be raised as far in advance as possible.

Councillors also considered the question of Milnemoser's account for finalising the Agreement and **resolved** that the Clerk should request a detailed breakdown of the costs incurred to identify the financial impact if any of the delay in finalising the Agreement.

b) Sale of Plots at Sizergh Fell Quarry and Cotes:

It was **resolved** to proceed with the sale of Sizergh Fell Quarry and the land at Cotes, **subject to** receipt of a letter from Paul Davies of Milnemoser confirming the proposal in the context of the Tripartite Agreement. It was further **resolved** that Cllr. Atfield would request Marcus Knipe to cut-back overhanging vegetation at Sizergh Fell Quarry

c) Story Homes:

Simon Fawcett at SLDC has supported the concept of Story Homes paying a commuted sum to the Parish Council. This would enable the former to build full-value houses in exchange for an agreement whereby the Parish Council will build the requisite number of affordable houses. Councillors noted that Simon Fawcett is currently liaising with Story Homes on this proposal and the amount of a commuted sum.

d) Tripartite Agreement:

Cllr. Mason reported that a constructive letter from Stephen Read on plans for the future management structure of the Project had been referred to Paul Davies of Milnemoser for consideration. A reply was awaited which would inform the framework for the proposed Tripartite Agreement.

e) Allotments:

It was noted that all 10 allotments have now been let. The Clerk **to circulate** the proposed Agreement to Councillors for comment.

f) Project Accountants:

The Clerk reported that terms of engagement have now been received in accordance with the terms previously agreed and it was **resolved** to sign these by way of formal appointment.

g) Project Working Group:

Cllr. Mason reported that the Working Group was considering cost submissions and posting updated information, including the Business Case Gantt Chart, on the website.

34/16: Transfer of W.I. Land

The Clerk reported that the Transfer document was now signed as required and would be returned to the WI solicitors within the week.

35/16: 20s Plenty Campaign

The Clerk referred Councillors to representations from several Parishioners and letters from many children in the village school requesting support for a '20s Plenty' speed initiative for the Village. Speeding was discussed at length and it was agreed that there were a number of measures that should be considered, including stronger signage, flashing lights, community-based speed monitoring technology, and a collection / drop-off zone for the school. It was **resolved** that a representative(s) from the Parish Council would meet with Jane Farraday to discuss the matter with her and that the Clerk would write to those who had made representation, including the schoolchildren, to confirm the Parish Council's interest in this matter.

36/16: Open Actions Not Covered Elsewhere on the Agenda

- a) **Woodland Management:** The Clerk will bring recommendations to the next meeting.
- b) **B4RN:** No response yet received from Barry Forde. Cllr Atfield will make further enquiries.
- c) **Parish Vacancy:** As a result of new changes in the composition of the Council, it was **resolved** to ask the Clerk to seek guidance from CALC on a matter of procedure before making a final decision.
- d) **Environmental Partnership Fund:** The Clerk confirmed that he had submitted an application in relation to the maintenance of the village benches
- e) **Parking at Causeway End:** A complaint from Ann Arnfield was noted and it was resolved that Cllr. Atfield would contact her to explore the problem and possible remedies.
- f) **Dog Faeces at Cinderbarrow:** It was acknowledged that this was an issue in other village locations and that an awareness campaign should be considered. As an initial step it was **resolved** to include an item in the next Parish Newsletter.

37/16: Correspondence

Other than matters discussed, there were no other matters of correspondence to consider.

38/16 Future agenda items:

- a) **Revised Financial regulations**
- b) **Lake District National Park Boundary Extension and Local Plan**
- c) **Village Speed Initiatives**

39/16 Date of next meeting:

- The next Ordinary Meeting of the Parish Council is on 13 September 2016.

The Meeting closed at 9.15 p.m.

Signed (Chairman) Date