

## LEVENS PARISH COUNCIL

### Minutes of the Ordinary Meeting of the Parish Council held on 14 November 2017 in the Methodist Meeting Room, Levens at 7.30 p.m.

**Present:** Cllrs. R Atfield (Chairman), S. Bagot, H. Burrow, K. Holmes, R. Mason, D. Rogerson, + County Cllr. J. Bland, M. R. Curry (Clerk) and 4 members of the public.

**55/17 Apologies for absence:** Cllrs. S. Hargraves, J. Thacker, District Cllr A. Rawlinson

**56/17 Declarations of interest:** None

**57/17 Minutes:** It was **Resolved** that the Chairman be authorised to sign the Minutes of the Ordinary Meeting held on 10 October 2017, as a true record.

**58/17** It was agreed to bring forward Agenda Item 11e (Access to Sizergh Castle) to enable Mr Sam Sharples, the local National Trust (NT) Ranger to update Councillors. The meeting considered and noted a detailed review of proposals based on local consultation to improve access on the Estate and welcomed Mr Sharples invitation to make further comment. He acknowledged problems associated with dog fouling in open country, including serious risk to grazing cattle, and whilst stressing that this is a national issue undertook to give further thought to local initiatives to raise awareness such as signage. Councillors thanked him for attendance and looked forward to further dialogue.

**59/17 Public Participation:** No items were raised by members of the public

#### **60/17 Reports:**

- a) **Reports from Councillors on Meetings Attended:** Cllr Atfield reported on his attendance the following:
  - LAP meeting at Holme on 12 October. Items included highway improvements west of the M6, ambulance response times and speed indicator devices.
  - A590 Group meeting on 6 November with Cllr. Burrow who produced a detailed note of proceedings circulated to Councillors on 9 November.
- b) **Police:** No report received.
- c) **District Councillor:** Councillors noted that Cllr Rawlinson had spoken to the Clerk earlier in the day to give apologies. No substantive items to report.
- d) **County Councillor:** Cllr. Bland confirmed that resurfacing work had been done on roads near Gilpin Bridge and Lord's Plain. He reported on discussions with Stagecoach to bring a limited bus service to the village to reduce the necessity to walk down Levens Lane to Levens Bridge. A turning circle would be required and he had put two options to Dallam Estate for land owned by them, but had not yet had a response. Cllr Bland will advise the Clerk of any response and it was **Agreed** to include this as an item on the January Agenda.  
In response to a question, Cllr Bland confirmed that flashing lights for the school could be procured, but a cash contribution would be required to install these. The Clerk was asked to write to Highways to explore possibilities.  
Cllr Bland noted observations about the slight break-up of road edgings on the Causeway and would advise Highways if necessary.

#### **61/17 Annual Appraisal**

- a) **Appraisal Policy:** The Clerk presented a revised Appraisal Policy (previously circulated). The Chairman moved acceptance of the Policy which was approved unanimously.
- b) **Clerk's Annual Appraisal:** The Clerk left the meeting whilst the Chairman presented the results of an annual appraisal conducted by himself and Cllr Burrow on 8 November. Councillors noted the satisfactory outcome, as a result of which it was

**Resolved** to increase the Clerk's remuneration by 1 spinal point of the National Joint Council for Local Government Services with immediate effect. The Clerk was informed.

#### 62/17 Finance:

- a) **Receipts:** Councillors noted that no receipts had been received for the period 1 October to 31 October.
- b) **Payments: Resolved:** to authorise the following payments:
- |   |          |
|---|----------|
| i. Levens Hall: Allotment Rent 2017-18. £315 + VAT          | 378.00   |
| ii. Printing Plus: Autumn Newsletter                        | 149.53   |
| iii. M R Curry: Salary October incl. back pay               | 391.35   |
| iv. Milne Moser: fees for advice on title at Cinderbarrow   | 550.00   |
| v. Cllr R Atfield: reimbursement of out of pocket expenses: | 47.40    |
| • Subsistence A590 meeting 06/11/17: £17.40                 |          |
| • Royal British Legion Remembrance Wreath: £30.00           |          |
| vi. Annual grant to Levens Playing Fields                   | 1,500.00 |
- Unanimous **Agreement** to this item followed a presentation on plans and financial position given by Mr Stuart Duncan on behalf of Levens Playing Fields.
- c) **Financial Report:**
- Bank Reconciliation: Reconciliation noted
  - Budget Out-turn at 31 October: A satisfactory budget position and forecast out-turn for the year end was noted, subject to the need for budgeted expenditure in identified areas to be made in order to keep the budget on track.
  - Parish Council Precept 2018-19: The Clerk reported on information received from SLDC confirming that application papers for Precept would be received towards the end of December, to be submitted by 26 January 2018.
  - Draft Budget 2018-19: The Clerk's outline draft budget was noted and it was **Agreed** to consider and confirm the budget at the January meeting to enable the Precept bid to be approved in time for the submission deadline.

#### 63/17 Levens Community Project: Cllr Mason reported as follows:

- a) **Sale of Plots at Sizergh Fell Quarry:** There are currently two expressions of interest in the property, one of which was supported by a detailed proposal. In conjunction with the Parish Council Estate Agent, work was ongoing to explore both of these approaches with a view to accepting a bid if possible.
- b) **Sale of Plots at Cotes:** Current interests continue to be followed-up whilst advertising of the plots has been extended to attract interest from a wider market. Proposed reconfiguration of Mr Edmondson's car parking area was confirmed.
- c) **Report on Financial Position:** A bid has been submitted to SLDC's Community Led Housing Fund for a Capacity Building Grant in excess of £7,000. A full bid for Scheme Grant has been discussed with SLDC Officers and will be submitted as soon as all figures have been collated. The Clerk reported that the current financial position has changed little during the latter part of the year and that income from grants and expenditure remain broadly in balance. It was **Agreed** that a subsidiary Parish Council bank account to handle Project-specific income and expenditure will be opened as soon as possible.
- d) **Project Working Group:** The Project Working Group has not met recently and there is no additional report.

#### 64/17 Levens and Savin Brow Charities

- a) **Allotments:** Following previous agreement in principle that the Levens Charity will fund the difference between expenditure in setting up the Allotments and income received, it was **Agreed** that the sum of £1,347.35p will be paid to the Parish Council from the Charity.

- b) **Application from Levens School:** Councillors considered the application to develop and improve resources in its early years outdoor area. This will be open and available to every child between the ages to 1 to 6 in Levens. The total cost of the project is £20,000 of which the School has requested support of £2,995 to fund one of the key features of the new area. On the basis that this initiative will deliver benefit to the wider community Cllr Atfield proposed approval and it was unanimously **Agreed** to award a grant of £2,995.
- c) **To note the current position with B4RN:** The Clerk reminded the Parish Council of its existing spend of approximately £295 + Cllr Rawlinson's Member budget of £300 in support of the B4RN Project and the commitment to support costs up to £750 on request from Levens Charity.

## 65/17 Planning Applications

### a) New Planning Applications

Application No.	Address	Proposal	Recommendation	Comments
SL/2017/0820	4 Old Chapel Lane	New window opening	<b>No Objection</b>	None
SL/2017/0904	Inglewood, Levens	Single storey rear extension	<b>See comments</b>	Erroneously advised as withdrawn and subsequently approved at Committee
SL/2017/0991	Benson Hall Levens	Conv of outbuilding	<b>No Objection</b>	None

### b) To note Planning Applications determined since last meeting

Application No.	Address	Proposal	Decision	
SL/2017/0745	Whinthwaite House, Levens	Erection of 2 storey 3 bay garage	<b>Approved conditionally</b>	<b>Noted</b>
TR/2017/0143	20 Nethercroft, Levens	Prune Beech	<b>Approved conditionally</b>	<b>Noted</b>

### c) To note planning applications still to be determined

Application No.	Address	Status	
SL/2017/0977	Cotes Corner, Levens	Application for 2 storey extension deemed invalid: no decision	<b>Noted</b>

## 66/17 Open Actions Not Covered Elsewhere on the Agenda:

- a) **B4RN:** Cllrs Holmes and Rogerson reported on a recent meeting of the B4RN Group at which continued progress was reported. Some Block Champions still had work to complete, but sufficient progress has been made to anticipate the start of physical work in the Village in the early New Year.
- b) **Levens Village Traffic Management:** No additional progress to report
- c) **Land at Brigsteer Road (ex-W.I. Land):** The Clerk reported on recent conversations with Jill Butterworth of the W.I. and it was agreed that Cllr Holmes would discuss acquisition and planting of the commemorative tree direct with her. The Clerk will seek quotes for the general improvement works from a minimum of three contractors. The request from the W.I. for the Parish Council to settle their solicitor's fees of £606.00 was considered. As Trustees of Levens Charity, Councillors confirmed their willingness to accept the plot on behalf of the Charity and to invest in improvement works and accept responsibility for ongoing annual maintenance. They noted that, other than a request to pay the costs of Registration (£20) which had been willingly accepted as a gesture of goodwill, there had not been any request or implication at the time of the offer for the Charity or Parish Council to pay the W.I.'s legal costs. It was **Resolved** therefore to advise the W.I. that neither the Charity nor the Parish Council felt it justifiable to pay these costs.

- d) **Woodland Management and Roadside Verges:** The Clerk had no report to make on progress with the future management of roadside verges, but confirmed the intention to discuss options for in-house management direct with County Highways. On woodland management it was noted that a meeting with Rodney Coward of North West Auctions was proposed who, for a fee of £50 would advise on the process for acquiring the required SBI No. from the Rural Land Registry to enable an application for Woodland Planning Grant to be completed. Councillors **Approved** this course of action with associated expenditure.
- The Chairman reported on approaches received by him from two parishioners regarding specific woodland and verge maintenance issues. It was **Agreed:** i) that the Parish Council should clear the verge between Mr Thompson's house and the re-cycling site and ii) that Mr Hutchinson could lop some overhanging branches on the path between his property and the re-cycling site. The Chairman would advise the parishioners direct.
- Cllr Holmes raised the matter of a mature ash-tree on Dallam land towards the bottom of Levens Lane. It has ash die-back disease and has shed branches onto the road. Its proximity to the road constitutes a potential safety threat and it was **Resolved** that the Clerk should write to Dallam and request their attention to its condition.
- Cllr Mason reported that a car was regularly parking on the access track to Sizergh Fell Quarry. It was **Resolved** that a note should be sent to the occupants of the adjoining property to request that if theirs, the practice should cease as access is required at all times.

#### **67/17 Correspondence**

Members noted the correspondence received as detailed on the schedule circulated by the Clerk and discussed the following:

- Cllr Atfield reported that he would attend the CALC AGM on 12 November.
- Councillors noted that following receipt of a note from Mr Simon Richardson drawing attention to poor and potentially illegal driving standards by contractors servicing the Greengate Development, Siobhan Sweeney had responded positively with a commitment to draw this to the attention of all site operatives and contractors.
- Emails from Mr J Watson concerning the maintenance and ownership of the defibrillator were considered. It was **Agreed** that the Parish Council (rather than the Charity) could consider taking responsibility for the machine subject to a formal request based on the 'owner' gifting it to the Parish. It was assumed that as purchaser, Mr Watson is the most obvious 'owner' and that a note should be sent to him requesting him to consider gifting it to the Parish council

#### **68/17 Future agenda items:**

- Stagecoach Bus Service in Levens Village
- 2018-19 Budget and Precept
- Authorise payment of Methodist Church Grant

#### **69/17 Date of next meetings:**

**The Next Ordinary Meeting of the Parish Council is on 9 January 2018**

**The Meeting closed at 10.00 p.m.**

Signed ..... (Chairman)                      Date