

## LEVENS PARISH COUNCIL

### Minutes of the Ordinary Meeting of the Parish Council held on 13 February 2018 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, J. Thacker + County Cllr. J. Bland, District Cllr. A Rawlinson, M. R. Curry (Clerk) and 1 member of the public.

**83/17 Apologies for absence:** No apologies were received

**84/17 Declarations of interest:** Cllr. J Thacker (Item 9.a: Land adjoining Quaggs Moss); Cllr. S. Bagot (Item 9.a: Levens Hall, conversion of workshop to offices); Cllr. K. Holmes (Item 15c: Land at Brigsteer Road)

**85/17 Minutes:** It was **Resolved** that the Chairman be authorised to sign the minutes of the Ordinary Meeting held on 9 January 2018 as a true record.

**86/17 Public Participation:** No items were raised by members of the public

#### 87/17 Reports:

- a) Reports from Councillors on Meetings Attended:** Cllr Atfield reported on his attendance the following:
- LAP meeting at Levens on 8 February: Items included: Highways England (HE) announced a consultation and review for the planning period 2020-2015; resource issues relating to repair of pot-holes will be discussed at the next meeting; SLDC announced the launch of their Customer Connect initiative. The purpose of the LAP was raised for future consideration.
  - A590 Joint Parish Group meeting on 12 February with Cllr. Burrow: Highways England intends to consult and review issues concerning the A590 over the next 3 months. Cllr. Bland confirmed that CCC is working with HE on a number of identified problems including signage at Foulshaw.
- b) Police:** No report received from the Police. Cllr. Mason reported that there had been burglaries at the Story Homes site and at Bridlecroft. **Resolved** – to re-request email update from the Police if no-one is available to attend.
- c) District Councillor:** Cllr Rawlinson (AR):
- i. Confirmed the launch of SLDC's Customer Connect initiative designed to improve communications with the public;
  - ii. Reported her understanding, confirmed by the owner, that a couple of offers had been made for the Carpet Shop and the vendor's reaction is now awaited.
  - iii. Confirmed that she had made enquiries on the status of the re-cycling facility and that it could be de-commissioned when the site is required for development. Some further investigation is required on contractual status, but that The Parish Council should write to her when it feels that the site is required for development.
  - iv. AR noted Cllr. Burrow's comments regarding the recent experiences with the allocation of affordable homes on the Story homes development for future reference.
- d) County Councillor:** Cllr. Bland reported on the extent of pot-holes throughout the area and that CCC is doing its best with the resources available to attend to priorities.

#### 88/17 Finance:

- a) Receipts:** Councillors noted the following receipts:
- i. NorthWest Electricity wayleave payment: £118.46
  - ii. From Levens Charity (repayment of loan) £4,000.00

- b) Payments: Resolved** to authorise the following payments:
- |   |        |
|---|--------|
| i. M R Curry: Salary and expenses January                         | 564.58 |
| ii. Cllr K Holmes (£336.00 to be paid direct from Levens Charity) | 00.00  |
| iii. CALC VAT Training course                                     | 60.00  |

**c) Financial Report:**

- i. Bank Reconciliation: Reconciliation noted
- ii. Budget Out-turn at 31 January: The forecast out-turn for the year end was noted together with the need for budgeted expenditure in identified areas to be made in order to keep the budget on track.
- iii. Parish Council Precept 2018-19: The Clerk confirmed the bid submitted as £13,096.78 as agreed at the January meeting.
- iv. Banking arrangements: A review of current bank mandates was noted and it was **Resolved** to approve instructions to HSBC to revise these. The Clerk confirmed correspondence with HSBC regarding a new bank account but was still awaiting a response.
- v. Audit arrangements: In addition to agreed arrangements for external audit, the Clerk confirmed that Internal Audit will be conducted by Jean Airey on 24 April.
- vi. The nationally agreed increase in mileage rates of 1p per mile to 46p was noted.

**89/17 Levens Community Project:** Following a meeting with Colin Tomlinson (CT - selling Agent) on 8 February, Cllr Mason reported as follows:

- a) Sale of Sizergh Fell Quarry:** A pre-planning application meeting between the developer who is interested in the site and the Development Management caseworker at the National Park has now been proposed for 21/22 March (to be confirmed). It was **Agreed** to confirm an offer from the developer to prepare a draft option agreement for consideration.
- b) Sale of Plots at Cotes:** It was **Agreed** to continue to explore current interests, but to remain in close liaison with CT to agree the next phase of marketing. CT has also looked at the plots on Church Hill in order to submit a proposal for the sale of these. It was **AGREED** that Cllr Mason and Tim Thacker would visit Mr Edmondson's car parking plot to confirm work required to reconfigure this.
- c) Report on Financial Position:** The Clerk confirmed that Project finances for the period 15 February 2013 to date were as follows: income amounts to £84,338 with a further £3,804 due, totalling £88,142. Expenditure stands at £88,493 leaving a current excess of expenditure over income of £351 over the 5-year period. However a grant of £7,000 has now been secured from SLDC; a bid is in for LIPS funding (£28,800 for groundworks at the new Village Hall site) and one for £137,000 for development costs has been prepared for submission to the Community Led Housing Scheme.
- d) Allotments:** The Clerk confirmed that he had written to all Allotment holders requiring them to advise on their commitment for the coming year and enclosing invoices for rent. Several positive responses have been received, though two tenants have given notice. It was **AGREED** to advertise these via the upcoming Newsletter and via the village Facebook site.
- e) Project Working Group:** The Project Working Group has not met recently and there is no additional report.

**90/17 Charity Matters**

- a) Trustees** noted the current balance of £751.59p in the Charity Account. It was **Resolved** to authorise the following:
  - i. Cllr. K Holmes for work at Brigsteer Road plot £336.00
  - ii. A transfer of £1,000 from the COIF account to the HSBC current account to maintain an adequate working balance.

- b) **Scheme of Management:** It was **Agreed** that the updated Scheme would be presented to the Levens Charity Committee with recommendations to be brought to all Trustees subsequently.

## 91/17 Planning Applications

### a) New Planning Applications

Application No.	Address	Proposal	Applicant	Outcome
SL/2017/1138	Lakesway Holiday Home	Conversion of existing buildings to bar/restaurant	Lakesway	<b>Resolved to OBJECT</b> on the basis of increased traffic and associated disturbance and noise pollution.
SL/2018/0006	Levens Hall	Conversion of workshop to offices	Levens Hall Estate	<b>No Objection</b>
HN/18/01	Cotes Fields, Lord's Plain	Hedgerow removal	National Trust	<b>Resolved to OBJECT</b> on the basis that the hedges have been allowed to deteriorate and should be replanted under suitable conditions.
7/2018/5081	Land at Quaggs Road, Levens Moss	Notice of Intention – Agricultural Bulding	Mr J Thacker	<b>No Objection</b>

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

Application No.	Address	Proposal	Type & Status	Decision	PC Comment
SL/2017/0977	Cotes Corner, Levens	2-storey extension + dormers etc	Full planning	Approved conditionally	<b>Noted</b>
SL/2017/1030	Green Hollow, Levens	2-storey extension to north	Full planning	Approved conditionally	<b>Noted</b>
SL/2017/1101	Beathwaite Close, Levens	Antenna on 12.3m pole	Permitted development	Approved	<b>Noted with concern</b>
SL/2017/1113	Quaggs Paddock	Carport	Full planning	Refused	<b>Noted</b>

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

Application No.	Address	
TR/2017/0144	Ringing Stones, Levens Lane	Reduction of beech and sycamore trees. TPO. No decision.
5/17/9014 (CCC)	Levens School Portakabin (12 mths)	Response to representations to CCC received. <b>Noted</b> that application will be considered retrospectively by CCC. Confirmed: <b>No Objection</b>

**92/17 Parish Remuneration Report:** Receipt of Report, contents and appropriate publicity via Parish Noticeboard and website were **Noted**.

**93/17 Public Space Protection Order:** Receipt of consultation with particular reference to Dog Exclusion Orders on land owned by the Parish Council **Noted**. Further consideration required, but it was not anticipated that the Council will make proposals under the scheme.

**94/17 Review of Standing Orders:** **Resolved** that the Chair and Clerk will review and present recommendations to the next meeting.

**95/17 Levens Annual Parish Meeting:** the date was confirmed for 20 March at 7.30p.m. in The Levens Institute. The Clerk will publicise, invite representatives from village organisations and a speaker from the National Park Authority.

**96/17 Newsletter:** Items for inclusion to include: Chair's comment, information on the Project; Allotments; the Precept for 2018-19; dogs in the village and road safety. The Clerk will collate.

### 97/17 Open Actions Not Covered Elsewhere on the Agenda:

- a) **B4RN:** Cllrs Holmes and Rogerson reported on continued progress. The outcome of the bid for LIPs grant for the central cabinet is awaited. Cllr. Holmes undertook to look at the options that might be available to resolve a hedgerow issue in the village.

- b) **Levens Village Traffic Management:** No additional progress to report. It was **Agreed** to contact Cllr. Hargraves for a general update.
- c) **Land at Brigsteer Road:** Cllr. Holmes reported that the agreed groundworks had been completed, but that the work had revealed the very poor condition of about 10 metres of roadside boundary wall. Cllr. Holmes had submitted an estimate for the costs of this work. It was **Resolved** to get quotes before commissioning this work.
- d) **Woodland Management:** A response from the Rural Land Registry is awaited following the submission of sites for registration. In the meantime, it was **Resolved** to contact local practitioners to ascertain their interest and process for drawing up a Woodland Management Plan with Forestry Commission grant aid. It was **Agreed** that Mr Hutchinson should go ahead with his plans to remove overhanging trees on his property next to the public footpath adjacent to the site of the new village hall. It was noted that Mr M Knipe had been removing fallen timber from Parish Council woodland. It was **Agreed** that he had no automatic permission or right to do this and that the Chair would advise him accordingly.
- e) **Roadside Verges:** The current review by CCC of schemes to work jointly with and to provide financial assistance to Parish Councils for undertaking verge maintenance work is ongoing. Further discussion is required to draw up a work programme as a form of tender to contractors.
- f) **WW1 Commemorative Beacon:** Subject to finding an appropriate location, it was **Agreed** to register for this nationwide event to be held on 11 November. The Parish Church has been advised of the event.

#### 98/17 Correspondence

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

- A letter from Mr Edmondson requesting an update on proposals to reconfigure his car parking space – already considered at 89/17(b) above.
- A letter from a local resident raising concerns about parking around the Hare and Hounds – it was agreed to respond that the Parish Council is aware of the problems and is considering what, if any, action it can take to ease the problems.
- A letter from a local resident requesting reconsideration of the plans to build a new village hall. It was agreed that extensive and detailed consultation and discussion had been held prior to the successful application for planning permission. Councillors confirmed the various compelling reasons for the proposed location and **Resolved** to respond that the case for revisiting this was not justified.
- A letter from a resident on Levens Lane requesting advice about the management of several trees in her garden. The Parish Council has no objection to proposed work but will advise her to contact SLDC's Tree Officer.

#### 99/17 Future agenda items:

- The Annual Meeting to be held on 20 March
- Review of the Asset Register and Risk Assessment
- To receive and approve revised Standing Orders

#### 100/17 Date of next meetings:

**The Next Ordinary Meeting of the Parish Council is on 13 March 2018**

**The Annual Parish Meeting is to be held on 20 March 2018 in the Levens Institute**

**The Meeting closed at 10.27 p.m.**

Signed ..... (Chairman)                      Date