

LEVENS PARISH COUNCIL

Minutes of the Extra-Ordinary Meeting of the Parish Council held on 11 June 2019 in the Methodist Meeting Room, Levens at 7.00 p.m.

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

17/19 Apologies for absence: No apologies were received. Cllr. Johnson subsequently submitted apologies.

18/19 Declarations of interest: None

19/19 Minutes: It was **Resolved** that the Chairman be authorised to sign the minutes of the Ordinary Meeting held on 14 May 2019 as a true record.

20/19 Public Participation:

- a) Mr J. Morris raised a question regarding maintenance required on the footpath across Parish Council land between Lowgate and Underhill. The footpath finger-post had deteriorated and the path needs clearing of overhanging vegetation. It was **Resolved** to request the footpath authority to replace the finger-post and that Mr. Morris be given permission to cut back overhanging vegetation where it impedes passage now, with future work to be undertaken by Andy Banks as part of the Maintenance Programme.
- b) Mrs Hodkinson asked the Parish Council to consider its role in respect of serious environmental challenges, including climate change and the loss of bio-diversity which are increasingly evident. There was reference back to the Environment Group that had once existed and it was felt that this had lapsed. It was agreed to place this item on the Agenda for consideration at the next meeting.

21/19 Finance:

a) Payments: Resolved to authorise the following payments:

- i. M R Curry: Salary and expenses May 2019 £ 657.65
(Cllrs. noted an additional £2.12p for postage on top of the figure advised on the Agenda)
- ii. Jean Airey: Internal audit fee 64.70
- iii. Treble3: Website hosting – annual fee 36.00
- iv. Milne Moser: Legal fees for work on Tripartite Agreement 2,040.00
- v. Milne Moser: Legal fees for work on Option Agreement 315.00
- vi. The Information Commissioner: Annual Registration fee GDPR 40.00
- vii. Levens Parish Council: reimbursement of Clerk's wages from Project 358.00
- viii. A. Banks: verge and grass strimming 675.00
- ix. H&H Land Agency costs: it was agreed to defer payment pending the Clerk's report of a meeting held with C. Tomlinson on 10 June

b) Annual Governance and Accountability Return (AGAR) 2018/19:

- i. **To note the Report of the Internal Auditor:** Members noted that the Report (previously circulated) concluded that the Parish Council is compliant with all Account and Audit Regulations and statutory requirements.
- ii. **To approve the Annual Governance Statement 2018/19:** Members received and approved Section 1 (Annual Governance Statement) of the AGAR 2018/19 (Part 3).
- iii. **To approve the Accounting Statements 2018/19:** Members received and approved Section 2 (Accounting Statements) of the AGAR 2018/19 (Part 3).
- iv. **To note submission and publication arrangements for the 2018/19 AGAR** – noted.

c) To Receive an Update on LIPs Funding Agreements:

- i. B4RN: The Clerk had circulated the following proposed clause to Members to mitigate the possible negative impact of Clause 6: "If under any of the circumstances identified in Clause 6 of the Funding Agreement between SLDC and the Parish Council, SLDC legitimately requires repayment of all or any the grant awarded to Levens Parish Council then B4RN guarantees that it will, in turn, repay the Parish Council the full amount reclaimed by SLDC." This is currently being considered by B4RN.
- ii. Levens Community Project: This has been received from SLDC and the Clerk will circulate it with any observations (to be approved by email unless there is any objection). In the meantime it was agreed to delegate the approval of tenders for initial ground preparation to Tony Hills in order for work to commence as soon as possible. It was agreed that letters should be sent to the owners of neighbouring properties to advise them of the proposed start of works.

22/19 Date of next meeting:

The next Ordinary Meeting of the Parish Council is on Tuesday 09 July 2019.

The formal Meeting closed at 7.40 p.m. Parish Councillors then re-convened for their annual and informal tour of the Village.

Signed (Chairman) Date