

Levens Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on 8 July 2014 in the Methodist Meeting Room, Levens at 7.30pm

Present: Cllrs R.Atfield (Chairman), H.Burrow, D.Martin, R.Mason, J.Thacker, Dist. Cllr A.Rawlinson, P.Davidson (clerk) + 2 members of the public

104/14 Apologies for absence

Cllrs S.Bagot and C.Hammond

105/14 Declarations of interest: None

106/14 Minutes

It was **resolved** that the Chairman be authorised to sign the minutes of the annual meeting of the council held on 13 May 2014 as a true record.

107/14 Public Participation

- New Village Hall Committee: a member of the public asked for the minutes of the New Village Hall Committee to be more widely publicised, for example on the website and on the notice board. Cllr Mason acknowledged this request.

108/14 Reports

- a) Police
Not present and no report submitted.
- b) Relevant matters from District and County Councillors
District Cllr Rawlinson advised that she was planning to hold surgeries, to improve her accessibility as a district councillor. The next surgery is planned for Friday 18 July, 4 – 5pm.

109/14 Planning Applications

- a) **New Planning Applications**
SL/2014/0494: Land opposite Low Levens Farm. Agricultural building for housing dairy stock. It was **resolved** that the council had no objection to this application.
SL/2014/0574: Brettargh Holt. Councillors agreed that it would be useful to undertake a site visit. Clerk to confirm deadline for comments to be submitted to Planning and to arrange a site visit.
- b) **To note Planning Applications determined since last meeting**
SL/2014/0285: High Sampool, Levens. Two storey extension. Granted.
- c) **To note Planning Applications still outstanding**
SL/2014/0370: Change of use, extension, refurbishment and partial demolition of former carpet showroom and site to form nine self-contained apartments

110/14 Master Plan

- a) Update from Cllr Mason
On behalf of the New Village Hall Committee, Cllr Mason provided a progress update on the Master Plan:
 - Floorplan options are now available for the new village hall. From the four options, two will be taken forward for public consultation.
 - The next village open meeting is planned for 30 July, 3 – 7pm.
 - A grant application has been submitted to the Homes & Communities Agency, for £50,000. If this grant application is not successful, it will be necessary for the parish council to take out a loan, to cover ongoing costs.

The committee recommends that the clerk is commissioned to prepare a top level plan for the project, to assist in managing cash flow. The council endorsed this recommendation.

b) Payment of invoices between PC meeting

Councillors were concerned that, at such an important time for the project, it was unsatisfactory that there was no parish council meeting until September. It was therefore **resolved** to hold an extraordinary meeting of the parish council in August. Clerk to arrange.

c) Additional land for allotments

It was agreed that it would be useful to place a notice in the parish magazine, sounding out whether local landowners have any land available for use as allotments. Clerk to arrange.

It was **resolved** that Cllr Mason would write to the Secretary of State, seeking permission to sell allotment land.

111/14 Cyclists

The Chairman had received a complaint from a resident, that cyclists travelling down Lowgate at high speed and turning the corner by the pub, were a danger to pedestrians. The clerk will alert the police to this issue.

112/14 Unmade road adjacent to Hare & Hounds

The Chairman advised that a resident has asked for the vegetation on the unmade road to be cut back. It was agreed that Cllr Thacker would ask Marcus to trim this area.

113/14 Finance

a) **Audit**

The clerk reported that the external audit was now complete.

b) **Receipts**

- Rents £260.00
- HMRC: VAT refund £1104.77

c) **Payments**

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

- Clerk's salary & expenses: April+May+June £883.05
- SLDC: streetlight maintenance and parish election costs £1571.10
- BDO: external audit £120.00

New Village Hall-related:

- Meeting room hire £75.00
- Damson Consultancy: preliminary masterplanning £1200.00
- Damson Consultancy: leaflet printing £60.00

It was **resolved** to pay the invoice from Damson Consultancy for £4800, when the grant money became available.

114/14 Correspondence

a) Email dated 13/5/14 from Mr A.Steward re: Levens village working party

Councillors agreed that there were a number of essential maintenance tasks required in the village. It was **resolved** to authorise Cllrs Martin and Thacker, to arrange for essential maintenance work to be undertaken, within a budget of approximately £250. Cllr Martin will liaise with Mr Steward as required.

b) Email dated 22/5/14 from Mr D.Harrison re: dangerous parking

Mr Harrison's email highlighted instances of dangerous parking at the southern end of Underhill. It was agreed that the clerk would bring this to the attention of the police.

- c) Email dated 9/6/14 from Mr H.Bannister re: purchase of land
Mr Bannister had written on behalf of himself and Dr. and Mrs Proctor, expressing an interest in purchasing a small piece of land from the parish council. Cllr Mason advised that Mr Reed was investigating the registration of this piece of land on behalf of the council. It was therefore agreed to await the results of this investigation, before responding to Mr Bannister.
- d) Email dated 26/6/14 from NPS NW Ltd re: sale of SLDC land adjacent to old carpet shop
NPS, acting as a consultant to SLDC, have written to the parish council, advising that SLDC are considering the sale of a small piece of land adjacent to the old carpet shop. The sale of this land is linked to the recent planning application for the development of housing on the site of the old carpet shop (SL/2014/0370). Councillors considered that, as they had already responded to this planning application and as NPS were not seeking a response to their email, then no further action was required.
- e) Letter dated 28/6/14 from Garner Planning Associates re: Brigsteer Road
A letter had been received from Garner Associates, raising again the question of residential development on Brigsteer Road. The council agreed that their position had not changed and that the clerk should reply accordingly.
- f) Email dated 16/6/14 from Levens, France re: twinning
Leonie Darch had forwarded to the parish council an email that she had received from Levens in France, making contact between the villages. Councillors considered that organisations such as WI and the school should be contacted, to see if they wished to make use of this link to the village's namesake in France. Cllr Mason will communicate with WI and the school. The clerk was asked to write back to the French Levens.

115/14 Inputs for Parish News

The clerk advised that the deadline for inputs to the September edition of Parish News is 23 September. Councillors agreed that the focus would undoubtedly be on providing updates to the Master Plan.

116/14 Future Agenda Items

- Trees overhanging at Beathwaite Gardens (Catherine Smith Lettings)

117/14 Date of next meeting

It was noted that the date of the next ordinary meeting will be Tuesday 9 September 2014 at the Methodist meeting room, 7.30pm. As noted in **110/14** above, the clerk is arranging an extraordinary meeting of the council in August, date to be advised.

Signed (Chairman)

Date