

## HEVERSHAM PARISH COUNCIL

Unconfirmed Minutes of the Annual Parish Council meeting held on **Wednesday 11 June 2025** (postponed from 28 May 2025) at 7.30pm in Heversham Bowling Club, Leasgill

**Present** – Cllrs. Peter Clarke (Chair), Adrian Bland (Vice-Chair), Tom Grindey, Elizabeth Moffat (from 7.50 pm until 8.50 pm), Adrian Tayler and Mary Capstick; the Clerk and no members of the public

**58/25 Apologies** were received from Cllr. Natalie Fletcher (reasons accepted and noted) and Westmorland and Furness (W&F) Cllr. Janet Battye

Cllr. Bland (Vice-Chair) chaired the meeting until the new Chair was elected

### **59/25 Election of Chair**

Cllr. Bland proposed and Cllr. Grindey seconded Cllr. Clarke to be the Chair for 2025/26. There were no other nominations and the proposal was carried unanimously

A Declaration of Acceptance of Office form for 2025/26 was signed by Cllr. Clarke and witnessed by the Clerk

### **60/25 Election of Vice-Chair**

Cllr. Tayler proposed and Cllr. Clarke seconded Cllr. Bland to be the Vice-Chair for 2025/26. There were no other nominations and the proposal was carried unanimously

A Declaration of Acceptance of Office form for 2025/26 was signed by Cllr. Bland and witnessed by the Clerk

**61/25 Minutes:** It was **resolved** that the minutes of the meeting held on 23 April 2025 be confirmed as a true record and be signed by the Chair

**62/25 Declarations of Interest:** None

**63/25 Requests for Dispensation:** None

**64/25 Public Participation:** None

### **65/25 Ongoing Items**

- Crow Wood: No reply had yet been received regarding clarification of the ownership of the area used for parking
- Yellow line parking restrictions: The Council continued to pursue the requested extension to Plumtree which was under review
- Field of Dreams: A reply to the Council's claim was still awaited
- Village 20 mph application update: The initial consultation from 4 June to 18 July 2025 was ongoing
- Community resilience (emergency planning) policy: The Annual Parish Meeting had agreed that a policy sounded sensible and the Clerk was asked to look for an example of a policy

### **66/25 Reports**

- a. Westmorland & Furness Cllr. Battye had sent a written report regarding the 20 mph scheme, waste recycling, a parking review, the Local Plan, local funding and the removal of road signs by W&F Council
- b. The Athenaeum: Cllr. Grindey reported that the committee were looking at the installation of solar panels and the Council agreed that would be supported. He also said that the ladies' facilities needed improvement and that the committee were considering fund raising for that purpose
- c. Cumbria Police: Reports had been received from Cumbria Police including the Neighbourhood Policing Team updates for April and May 2025 (emailed to Cllrs.23/5/25 and 5/6/25 respectively). Cllr. Tayler said that he was still receiving cold callers

### **67/25 Planning**

- i) It was noted that no planning applications had been **submitted** to W&FC and circulated to members of the Council since the last meeting
- ii) It was noted that the following planning applications had been **approved** by W&FC since the last meeting:
  - 2024/1141/FPA Woodhouse Farm, Woodhouse**  
The development of 3 market dwellings comprising of conversion of one traditional stone barn, reinstatement of two traditional stone barns and conversion of two outhouses into ancillary garaging and storage for Woodhouse Farm  
The Clerk was asked to clarify whether there had been any progress on the possibility of opening the old railway line to the community as part of the trailway
  - 2025/0620/HOU The Stable, Haverflatts Lane, Milnthorpe**  
Installation of a metal framed glass greenhouse
  - 2025/0023/FPA Blue Ridge, Woodhouse Lane, Heversham**  
Replacement double glazed uPVC timber effect window in north east and north west elevations. New glazed uPVC wood effect door and double glazed uPVC timber effect window to replace garage door. Replacement insulated up and over garage door
- iii) Neighbourhood Plan group: It was reported that 3 sites had emerged in the Call for Sites

### **68/25 Highways / Footpaths / Trees and Woods**

#### **Highways:**

- a) The pothole at the bottom of Woodhouse Lane and others in the village had been reported on HIAMS by Cllr. Clarke. It was agreed that Cllr. Battye should be asked to pursue a lasting repair of the one at the bottom of Woodhouse

- Lane as opposed to the regular patching
- b) The query as to the responsibility for the restoration of milestones was deferred to the next meeting as Cllr. Battye was not present

#### **Footpaths/Tracks:**

- i) There was nothing to report

#### **Trees and Woods:**

- i) The risk assessment had been carried out and it was agreed that the earmarked trees in Quarry Wood and on the roadside at Mabbin Hall Lane should be removed as proposed and that the subsidised rate offer by Andy Hancock and the proposal by Iain Richards should be accepted

#### **69/25 Playground Report**

- i) Cllr. Capstick had inspected the playground since the last meeting and had reported no immediate problems
- ii) Cllr. Capstick would monitor the equipment and carry out the inspections until the next meeting
- iii) Cllr. Bland reported that the repair and replacement of the fencing was due to be done shortly
- iv) The play tractor had been collected by Cllr. Bland and would be installed shortly
- v) It was reported that it was not necessary to take down and rebuild the gate posts

**70/25 Street Lighting Electricity:** The Clerk reported that he had had a lengthy conversation with W&FC and that he was awaiting their further comments

**71/25 Matters raised at the Annual Parish Meeting:** There were no matters not already discussed

#### **72/25 Appointment of Representatives**

Representatives were appointed as follows for the following outside bodies and working groups for 2025/26:

Leasgill Quarry Trust (three representatives) – Cllrs. Clarke, Bland and Grindey

Athenaeum Committee (two representatives) – Cllrs. Grindey and Tayler

District Association (one representative) – Cllr. Clarke

Footpaths and Tracks (one representative) – Cllr. Tayler

#### **73/25 Finance**

- a) It was noted that there had been the following receipts since the last meeting:
- Westmorland & Furness Council – Precept 2025/26 - £16,150.00
- HMRC – The Athenaeum VAT refund 2024/25 - £1,253.77
- b) The following payments made by direct debit since the last meeting were approved:
- Npower – street lighting electricity April 2025 - £136.10
- D&C Atkinson – mowing April 2025 - £140.00
- D&C Atkinson – mowing May 2025 - £140.00
- c) The following payments between meetings were approved:
- Cllr. Tom Grindey – Annual Parish Meeting expenses - £7.31 –cheque 766
- Cllr. Peter Clarke – Annual Parish Meeting expenses - £18.76 – cheque 767
- d) The following payments were approved:
- Jean Airey – internal audit fee - £93.00 cheque 768
- Zurich Municipal – annual insurance to 31/5/26 (reduced from £511.68) - £473.07 – cheque 769
- Westmorland & Furness Council – playground inspection fees (2 years) - £484.80 – cheque 770
- Heversham Bowling Club – hire of room - £24.00 – cheque 771
- The Athenaeum – VAT refund 2024/25 - £1,253.77 – cheque 772
- e) The sums insured under the insurance policy were reviewed and approved
- f) The annual internal audit report for the year ended 31 March 2025 was received and approved
- g) The Certificate of Exemption from a limited assurance review was completed
- h) The Annual Governance Statement 2024/25 (Section 1 of the Annual Return) was approved and signed
- i) The Accounting Statements 2024/25 (Section 2 of the Annual Return) were approved and signed
- j) The dates of the period for the exercise of public rights were confirmed as 16 June 2025 to 25 July 2025
- k) **Resolved** that it be noted that the closing bank balance at 31 May 2025 was £27,563.33, which had been reconciled with the bank account, and that the bank statement be signed by the Chair

#### **74/25 Policies and Procedures**

The existing Standing Orders, Financial Regulations and Code of Conduct were noted and confirmed

#### **75/25 Correspondence**

The following correspondence received and not included as an item on this agenda was noted:

- i) W&FC – Various temporary road closures at U5339 Leasgill (2 days from 12/5/25). Haverflatts Lane, Milnthorpe (22/5/25), C5071 Ackenthwaite (25/5/25), C5073 Woodhouse Lane (29/5/25), U5339 Leasgill (29/5/25), C5073 Woodhouse Lane (1/6/25), U5341 Mabbin Hall Lane (4/6/25); National Highways – further two night time closures of the A590 between Brettagh Holt and M6 Junction 36 (19-20/5/25); and W&FC - the temporary prohibition of all traffic B6385 Milnthorpe (13/6/25 night time)
- ii) W&FC – Pumping up the fun with pop-up pump tracks for cycling, skating and scooting (emailed to Cllrs.29/4/25)
- iii) W&FC – Shape the future of pump tracks in W&F (emailed to Cllrs.1/5/25)
- iv) W&FC – Communities come together to mark 80th anniversary of VE Day (emailed to Cllrs.1/5/25)
- v) CALC – Waste services branch event slides (emailed to Cllrs.1/5/25)
- vi) Dallam School – Extension of Heversham car park as a precursor to the building of two development plots (emailed to Cllrs.6/5/25)
- vii) W&FC reveals its digital ambition for public services (emailed to Cllrs.6/5/25)
- viii) CALC – Current situation regarding second homes (emailed to Cllrs.6/5/25)
- ix) W&FC – Suggested development site maps published (emailed to Cllrs.16/5/25)
- x) W&FC – Have your say on the future of nature recovery across Cumbria (emailed to Cllrs.23/5/25)
- xi) CALC News March & April 2025 (emailed to Cllrs.23/5/25)

- xii) W&FC – Have your say on waste and recycling options (emailed to Cllrs.23/5/25)
- xiii) W&FC – Planning policy consultation (emailed to Cllrs.23/5/25)
- xiv) CALC – Drive the future of parking briefing on 17/6/25 (emailed to Cllrs.23/5/25)
- xv) CALC – Virtual session on Standards of Conduct on 3/7/25 (emailed to Cllrs.5/6/25)
- xvi) CALC – W&F branch event – Charity Commission / Council as Trustee on 19/6/25 (emailed to Cllrs.5/6/25)
- xvii)W&FC brings partnerships together to celebrate local climate action (emailed to Cllrs.5/6/25)
- xviii)W&FC – Informal drop-ins to find out more about waste and recycling options (emailed to Cllrs.5/6/25)
- xix) W&FC – Training bulletin to 31/7/25 (emailed to Cllrs.5/6/25)

**76/25 Westmorland Gazette** – Matters from this meeting to be reported for the Westmorland Gazette:

- Election of Chair and Vice-Chair

**77/25 Items for Information** – *no decisions or action permitted*

- Cars parked north of the Athenaeum exit were causing problems for vehicles leaving the car park

**78/25 Items for consideration for a future agenda**

- a. Queen's Platinum Jubilee Tree Scheme Plaque – When new trees are ready in 2026

**79/25 Date of next meeting**

It was agreed that the next meeting of the Parish Council will be held on Wednesday 23 July 2025 and will commence at 7.30pm in The Athenaeum, Leasgill

The meeting closed at 9.05pm