

HEVERSHAM PARISH COUNCIL

Councillors are hereby summoned and members of the public are invited to attend a meeting of the Parish Council to be held on **Thursday 10 December 2020** at 7.30pm for the purposes detailed in the following agenda. This will be a remote / virtual meeting. If any members of the public wish to attend, please contact the Parish Clerk who will provide meeting details

A G E N D A

1. **Apologies**
To receive apologies with reasons for absence
2. **Requests for Dispensation**
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest
3. **Declarations of Interest**
To receive declarations of interest by members in respect of items on this agenda (*Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting*)
4. **Minutes**
To authorise the Chairman to sign the minutes of the meeting held on 8 October 2020 as a true record
5. **Public Participation**
Members of the public will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda
6. **Ongoing Items**
 - i) B4RN
 - ii) BT payphone removal / defibrillator use
 - iii) Contact Line (coronavirus local community support network)
7. **Reports**
 - To receive any relevant matters from the District Councillor
 - To receive any relevant matters from the County Councillor
 - To receive any relevant information from The Athenaeum
8. **Planning**
 - i) To note that the following planning applications have been notified as approved by SLDC since the last meeting:
 - PN/2020/0053 Halforth Farm, Heversham**
(Prior notification application) Roofing over two sections of collecting yard (No approval required)
 - SL/2020/0367 High Haverflatts Farm, Haverflatts Lane, Milnthorpe**
Siting of 28 ground-mounted solar panels (re-submission of SL/2020/0062 which was withdrawn)
 - ii) To note that the following planning application has been submitted to SLDC and circulated to members of the Council since the last meeting:
 - PN/2020/0733 1, Eversley House, Leasgill**
Proposed first floor metal balcony to master bedroom
 - iii) To receive any report from the Neighbourhood Plan committee
9. **Highways/Footpaths/Trees and Woods**
 - a. To consider any Highways matters including requested 20mph speed limit on Woodhouse Lane
 - b. To receive any report from the Working Group for footpaths/tracks
 - c. To consider any trees and woods matters
10. **Playground Report**
 - i) To inform the council of the condition of the playground at the weekly inspections
 - ii) To record who will be making the inspections until the next meeting
 - iii) To discuss the next phase of the improvements
11. **Finance**
 - i) To note the following payments made between meetings:
 - M R Richardson – refund re defibrillator signs - £26.22 – cheque 555
 - M R Richardson – salary and expenses to 31/10/20 - £1264.31 – cheque 556
 - HMRC – PAYE re M R Richardson – £279.40 – cheque 561
 - B Rendell – refund re Christmas tree lights (£214.87) and contact line telephone (£54.00) - £268.87 – cheque 557
 - Mrs M Rendell – flowerbed plants - £75.90 – cheque 558
 - Martin Tyson Ltd – grass cutting and village maintenance - £1275.00 – cheque 559
 - Npower Ltd – street lighting electricity (quarter to 30/9/20) - £125.08 – cheque 560
 - ii) To approve the following payments:
 - PKF Littlejohn LLP – external audit fees to 31/3/20 - £240.00
 - A Bland – refund re 2 Christmas trees (one to be refunded by St Peter's Church) - £80.00
 - SLDC – street lighting 2018/19 (included in the precept for 2020/21) - £1540.53
 - A2A Advertising Ltd – annual website SSL certificate - £48.00
 - iii) To consider the Clerk's annual appraisal
 - iv) To note that the external audit report and certificate has been received and that the Notice of Conclusion of Audit has been published on the website and on the notice board

- v) To receive the Contractor's tender document for 2021
- vi) To confirm the appointment of Jean Airey as the internal auditor for 2020/21
- vii) To consider the receipts and payments report to 30 September 2020
- viii) To receive the half-year budget comparison 2020/21
- ix) To note the bank balance at 30 November 2020 and counter-sign the bank statement
- x) To consider the draft budget 2021/22 including the proposed parish precept and to resolve to authorise the Clerk to complete the precept form when it is received from SLDC and obtain the necessary signatures

12. Physical or Remote Meetings

To discuss the criteria for holding future meetings

13. Christmas Arrangements

To note the plans for a drive-in CARol Service at Tristrams and to record the Council's thanks to the councillors involved in the placing of the Christmas Tree on Leasgill Green

14. Annual Parish Meeting

To discuss arrangements

15. Correspondence – to note any other correspondence received and not included as an item on this agenda and decide upon any necessary action:

- i) Further items from SLDC and CCC giving information re coronavirus (covid-19) and test and trace matters
- ii) Several items from CALC and SLDC concerning local government reorganisation and the Bay authority proposal
- iii) CALC – NALC response to "Changes to the current planning system" policy consultation (emailed to Cllrs.12/10/20)
- iv) Lancaster Canal Regeneration Partnership – Autumn 2020 newsletter (emailed to Cllrs.22/10/20)
- v) CALC – Cumbria Local Nature Partnership nature recovery lunchtime talks (emailed to Cllrs.22/10/20)
- vi) CALC – Public consultation re standards of conduct in public life (emailed to Cllrs.22/10/20)
- vii) CALC – Code of conduct training on 25/11/20 (emailed to Cllrs.22/10/20)
- viii) CCC – Temporary road closure U5339 Leasgill from 23/11/20 (emailed to Cllrs.22/10/20)
- ix) SLDC – Support for families in South Lakeland over half-term (emailed to Cllrs.26/10/20)
- x) SLDC – Barrow BC, Lancaster CC and SLDC agree economic strategy (emailed to Cllrs.4/11/20)
- xi) CALC – Cancellation of South Lakeland District Association meeting on 26/11/20 (emailed to Cllrs 10/11/20)
- xii) SLDC – Update on Local Plan review (emailed to Cllrs.12/11/20)
- xiii) Cumbria Police – Operation Horizon (county lines drug operation) report Nov 2020 (emailed to Cllrs.13/11/20)
- xiv) SLDC – Business grant scheme for lockdown closure goes live (emailed to Cllrs16/11/20)
- xv) CALC – Annual public consultation survey from the Office of the Police and Crime Commissioner / Cumbria Constabulary (emailed to Cllrs.20/11/20)
- xvi) CCC – Temporary road closure – White Lane, Woodhouse 13/12/20 (emailed to Clls.23/11/20)
- xvii) Tim Farron – Invitation to join food share scheme presentation on 30/11/20 (emailed to Cllrs.23/11/20)
- xviii) SLDC – Message from Locality & Customer Services teams (emailed to Cllrs.1/12/20)
- xix) SLDC – Gift / hospitality declarations (emailed to Cllrs.1/12/20)
- xx) SLDC – Consultation starts on changes to level of Council Tax discounts and premia on empty properties (emailed to Cllrs.1/12/20)
- xxi) SLDC – Link to SLDC council meeting agenda 8/12/20 (emailed to Cllrs.1/12/20)
- xxii) SLDC – Free parking in the run-up to Christmas (emailed to Cllrs.1/12/20)
- xxiii) Power for People – Webinar on 9/12/20 re Local Electricity Bill (emailed to Cllrs.2/12/20)

16. Westmorland Gazette - to identify any relevant matters from this meeting to be reported for the Westmorland Gazette

17. To note any 'Items for Information' - no decisions or action permitted

18. To receive items for consideration for a future agenda

- i) Presentation on Dark Skies – possibly include on 2021 Annual Parish Meeting agenda
- ii) Discussion as to how the parish coped with the pandemic
- iii) "What's Back On in Heversham" – when possible to produce
- iv) Promotion of Wild Flowers and Wildlife – village meeting in Spring 2021
- v) Heversham Village Heritage Exhibition – consultation in Spring 2021

Date of next meeting - to confirm the next meeting of the Parish Council will be held on Thursday 11 February 2021 and to confirm the other meeting dates for 2021.

Malcolm Richardson
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5 December 2020

