

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 16 July 2020** in the Athenaeum, Leasgill at 7.30pm for the purposes detailed in the following agenda. The meeting will follow Covid-19 Government Guidance with regard to village halls and community centres including social distancing

A G E N D A

1. **Apologies**
To receive apologies with reasons for absence
2. **Election of Chairman**
To elect a Chairman for 2020/21
(Vice-Chairman to chair the meeting until a new chairman is elected)
Chairman to sign Declaration of Acceptance of Office
3. **Election of Vice-Chairman**
To elect a Vice-Chairman for 2020/21
Vice-Chairman to sign Declaration of Acceptance of Office
4. **Appointment of Councillor to fill casual vacancy on death of Cllr. Gordon Capstick**
5. **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*)
6. **Minutes**
To authorise the Chairman to sign the minutes of the meeting held on 19 March 2020 as a true record
7. **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
8. **Ongoing Items**
 - i) B4RN
 - ii) What's On in Heversham
 - iii) Promotion of Wild Flowers and Wildlife
 - iv) BT payphone removal / defibrillator use
 - v) Heversham Village Heritage Exhibition
 - vi) Contact Line (coronavirus local community support network)
9. **Reports**
 - To receive any report from South Lakes Police
 - 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 including the Financial Report to 30 April 2020 and the financial projections to 31 July 2020 (emailed to Cllrs.5/5/20)
10. **Planning**
 - i) To note that the following planning applications have been notified as approved by SLDC since the last meeting:
 - SL/2020/0042 The Willows, Dugg Hill, Heversham**
Single storey side and rear double garage extension
 - SL/2020/0182 Land adjacent to Ghyll Cottage, Leasgill**
Single dwelling with vehicular access (Reserved matters following outline approval on appeal)
 - ii) To note that the following planning applications have been submitted to SLDC and circulated to members of the Council since the last meeting and subsequently have been notified as approved by SLDC:
 - SL/2020/0228 1, Bay View, Woodhouse Lane, Heversham**
Two storey side extension
 - SL/2020/0280 Slaithwaite, Woodhouse Lane, Heversham**
Dormer extension to existing patio area within front roof slope
 - TR/2020/0065 St Peter's Church, Heversham**
Works to include annual pruning of roadside trees / Yew tree to fell
 - iii) To note that the following planning applications have been submitted to SLDC and circulated to members of the Council since the last meeting:
 - SL/2020/0273 Land to the south of Deepthwaite Farm, Milnthorpe**
Formation of manege for horses
 - SL/2020/0295 Curlew Cottage, Haverflatts Lane, Milnthorpe**
Replacement shed
 - SL/2020/0328 High Meadows, Woodhouse Lane, Heversham**
Two storey rear extension and replacement attached two storey garage with ancillary accommodation above
 - 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)

11. Highways/Footpaths/Trees

- a. To consider any Highways matters including traffic (vehicles and cyclists), width and access restrictions on Woodhouse Lane
- b. To receive any report from the Working Group for footpaths/tracks
- c. To consider any tree matters including Quarry Wood

12. 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 confirm approval of the Covid-19 Risk Assessment and the Guidance for Users Notice (emailed to Cllrs.2/7/20)

13. Appointment of Representatives

To appoint representatives for the following outside bodies and Working Groups for 2020/21:

- Leasgill Quarry Trust (three representatives)
- Athenaeum Committee (two representatives)
- District Association (one representative)
- Footpaths and Tracks (one representative)
- Heversham Playground (one representative)

14. Village Tidy

To discuss

15. Parish Land

To review the arrangements for the stocking of the "Field of Dreams" for 2020/21

16. Finance

- i) To note the following receipts
 - HMRC - VAT refund to 31/3/20 - £3,301.25
 - SLDC precept - £11,701.22
 - SLDC precept grant - £232.78
 - Cumbria Community Foundation – grant re Contact Line - £250.00
 - HMRC – VAT refund re The Athenaeum - £949.48
- ii) To approve the following payments made between meetings:
 - Ten Stories High – Contact Line set-up costs - £52.00 – cheque 526
 - The Athenaeum – meeting room hire - £183.00 – cheque 527
 - Npower Ltd – street lighting electricity (quarter to 31/3/20) - £111.26 – cheque 528
 - B Rendell – seat repairs - £100.00 cheque 529
 - CALC – annual subscription - £188.12 – cheque 530
 - M R Richardson – salary & expenses to 30/4/20 – £1,193.85 - cheque 531
 - HMRC – PAYE re M R Richardson - £259.20 – cheque 532
 - Jean Airey – internal audit - £50.00 – cheque 533
 - Zurich Municipal - annual insurance - £420.49 – cheque 534
 - Ten Stories High – Contact Line leaflet - £26.00 – cheque 535
- iii) To approve the following payments:
 - SLDC – refund of overpaid precept - £232.78
 - SLDC – annual playground inspection fee - £173.40
 - Npower Ltd – street lighting electricity (quarter to 30/6/20) - £123.70
 - The Athenaeum - VAT refund - £949.48
 - M R Richardson – salary & expenses to 31/7/20 - £1,137.68
 - HMRC – PAYE re M R Richardson - £263.00
 - The Athenaeum – annual maintenance contribution - £100.00
 - St Peter's Church – annual churchyard maintenance contribution - £500.00
 - Dallam School Charitable Trust – playground rent - £1.00
- iv) To approve the revised Asset Register
- v) To approve the new Athenaeum broadband contract of £21.50 plus VAT per month from 6 Aug 2020
- vi) To receive and note the receipts and payments report for the year ended 31 March 2020
- vii) To receive and note the annual internal audit report for the year ended 31 March 2020
- viii) To approve and sign the Annual Governance Statement 2019/20 (Section 1 of the Annual Return)
- ix) To approve and sign the Accounting Statements 2019/20 (Section 2 of the Annual Return)
- x) To confirm the dates of the period for the exercise of public rights
- xi) To note the bank balance at 30 June 2020 and counter-sign the bank statement

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

- a. Numerous items from SLDC, CALC and South Lakes Police – Information relating to coronavirus (covid-19) matters; affected bus and district council services; available business support including grants; virtual meetings; and flexibility of meetings
- b. South Lakes Police – Police attendance at future parish council meetings (emailed to Cllrs.21/3/20)
- c. CALC – April / May 2020 newsletter (emailed to Cllrs.17/4/20)
- d. CALC – North West Coastal Access April 2020 update (emailed to Cllrs.21/4/20)
- e. CALC – Update on SLDC Planning Services (emailed to Cllrs.4/5/20)
- f. SLDC – South Lakeland Local Plan newsletter (emailed to Cllrs.5/5/20)
- g. CALC – Revised Legal Topic Note 31 on local council general powers (incl S137) (emailed to Cllrs.19/5/20)
- h. SLDC – General handyperson scheme resumes (emailed to Cllrs.19/5/20)

- i. CCC – Notification re upcoming road works on Park Road, Milnthorpe (emailed to Cllrs.6/6/20 and 18/6/20)
- j. CALC – NALC’s Local Council Review magazine (emailed to Cllrs.6/6/20)
- k. CCC – Temporary road closure – U5356 Wath Sutton (emailed to Cllrs.10/6/20)
- l. SLDC – New chair of Cumbria’s Joint Leaders Board outlines priorities (emailed to Cllrs 10/6/20)
- m. CALC – Significant update on community building opening advice (emailed to Cllrs.18/6/20)
- n. CALC – Legal update from NALC re co-option (emailed to Cllrs.18/6/20)
- o. CALC – Electric vehicle chargepoint webinar (emailed to Cllrs.18/6/20)
- p. SLDC – Shape South Lakeland’s post-coronavirus future (emailed to Cllrs.22/6/20)
- q. SLDC – Continuation of the appointment of the Independent Person (emailed to Cllrs.22/6/20)
- r. CALC – New Code of Conduct consultation (emailed to Cllrs.24/6/20)
- s. SLDC – Significant step forward in Bay partnership – SLDC, Lancaster City Council and Barrow Borough Council (emailed to Cllrs.3/7/20)
- t. CCC – Road closure – A6 Levens Hall / Levens Bridge starting 20/7/20 (emailed to Cllrs.9/7/20)
- u. SLDC – South Lakeland Local Plan review – call for sites (emailed to Cllrs.9/7/20)
- v. SLDC – Ambitious plans to combat climate change agreed (emailed to Cllrs.9/7/20)
- w. CALC – Next South Lakeland District Association meeting on 17/9/20 (emailed to Cllrs.10/7/20)

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

19. To note any ‘Items for Information’ - *no decisions or action permitted*

20. To receive items for consideration for a future agenda

Date of next meeting - to confirm the next meeting of the Parish Council will be held on Thursday 17 September 2020 commencing at 7.30pm in the Athenaeum, Leasgill

Malcolm Richardson
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 10 July 2020