

## HEVERSHAM PARISH COUNCIL

Councillors are hereby summoned and members of the public are invited to attend the Annual Meeting of the Parish Council to be held on **Thursday 24 May 2018** at 7.30pm in the Athenaeum, Leasgill for the purposes detailed in the following

### A G E N D A

- 1. Election of Chairman**  
To elect a Chairman for 2018/19  
( Vice-chairman to chair the meeting until a new chairman is elected)  
Chairman to sign Declaration of Acceptance of Office
- 2. Election of Vice-Chairman**  
To elect a Vice-Chairman for 2018/19  
Vice-Chairman to sign Declaration of Acceptance of Office
- 3. Apologies**  
To receive apologies with reasons for absence
- 4. 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*)
- 5. Minutes**  
To authorise the Chairman to sign the minutes of the meeting held on 12 April 2018 as a true record
- 6. 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
- 7. Matters Arising from Parish Meeting**
  - a) Housing
  - b) Demography – scenario in 15 yrs time
- 8. Ongoing Items**
  - i) Old railway line footpath
  - ii) New flower bed at the north end of the village
  - iii) Double Yellow Lines
  - iv) Grievegate milestone plaque
  - v) Monument
  - vi) Speed Indication Device
  - vii) Street Lighting
- 9. Reports**
  - To receive a report on behalf of Kendal Neighbourhood Policing Team
  - 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
- 10. Planning**

To discuss the position with regard to the approved application re the land opposite Brant House, Woodhouse Lane

To note that the following planning application has been approved by SLDC since the last meeting:  
**TR/2018/0034 High Croft House, Leasgill**  
Works to beech tree

To discuss the following planning applications which have been submitted to SLDC and circulated to the members of the Council since the last meeting:  
**TR/2018/0057 Meadowbank, Heversham**  
Reduce conifer at front of property by approx 10 feet  
**SL/2018/0403 Joiners Mews, Heversham**  
Removal of condition 2 (local occupancy) attached to planning application SL/2008/0755 (Dwelling)
- 11. Highways/Footpaths**  
To receive any report from the Working Group for footpaths/tracks and consider any Highways matters including a request from Heversham Bowling Club to install a direction sign
- 12. Playground Report**  
To inform the council of the condition of the playground at the weekly inspections and to record who will be making the inspections until the next meeting
- 13. B4RN**  
To receive a report on the current position and consider further action

- 14. Data Protection**  
To receive a report from the Clerk
- 15. Parish Land**  
To review the arrangements for the stocking of the "Field of Dreams" for 2018/19 and the position with regard to the planning application
- 16. Appointment of Representatives**  
To appoint representatives for the following outside bodies and Working Groups for 2018/19:  
Heversham Playground (one representative)  
Leasgill Quarry Fund (three representatives)  
South Westmorland Local Area Partnership (representative and deputy representative)  
Athenaeum Committee (two representatives)  
Broadband Champions (one representative)  
District Association (one representative)
- 17. Procedures and Procedures**  
To note and confirm the existing Standing Orders, Financial Regulations, Complaints Procedure, Press/Media Policy, Code of Conduct and the procedure for handling requests under the Freedom of Information Act 2005
- 18. Finance**
- a. To note the National Salary award 2018/19 and amend the Clerk's salary accordingly
  - b. To note the following receipts:
 

SLDC Precept	£10496.24
SLDC Precept grant	£167.33
Leasgill Quarry Fund – Refund of payment for poo bins	£203.10
  - c. To approve the following payments:
 

The Athenaeum – Hire of hall	£102.50
CALC – 2018 Subscription	£225.00
Jean Airey – Internal audit	£66.50
Peter Clarke – Refund of payment for 2 poo bins plus VAT	£243.72
M R Richardson – Salary & expenses	£906.57
HMRC – PAYE re M R Richardson	£180.80

To review the insurance cover is adequate and agree a long term agreement of 5 years before approving the payment of the thereby reduced renewal payment to Zurich Insurance of £449.43
  - d. To approve the new Athenaeum broadband contract
  - e. To receive the annual internal audit report for the year ended 31 March 2018
  - f. To complete the Certificate of Exemption from a limited assurance review
  - g. To approve and sign the Annual Governance Statement 2017/18 (Section 1 of the Annual Return)
  - h. To approve and sign the Accounting Statements 2017/18 (Section 2 of the Annual Return)
  - i. To confirm the dates of the period for the exercise of public rights
  - j. To note the bank balance at 30 April 2018 and counter-sign the bank statement
- 19. Correspondence** – to note any other correspondence received and not included as an item on this agenda and decide upon any necessary action:
- a. SLDC – Website link to SLDC Standards Committee agenda 17/4/18(emailled to Cllrs.12/4/18)
  - b. SLDC – Extra-litter picking teams on road verges (emailled to Cllrs.12/4/18)
  - c. CALC - Centenary Fields and Active Spaces funding projects (emailled to Cllrs.12/4/18)
  - d. SLDC – The Great Cumbrian Litter Pick on 6/7/18(emailled to Cllrs.30/4/18)
  - e. CALC – Paperwork for next District Association meeting on 14/6/18 (emailled to Cllrs.30/4/18)
  - f. CALC – Cyber proficiency training (emailled to Cllrs.30/4/18)
  - g. CALC – Survey re unauthorised developments and encampments (emailled to Cllrs.3/5/18)
  - h. CALC - May 2018 newsletter (emailled to Cllrs.3/5/18)
  - i. SLDC – Declaration of Interest Review (emailled to Cllrs.18/5/18)
  - j. Lancaster Canal Regeneration Partnership – May 2018 Newsletter(emailled to Cllrs.18/5/18)
- 20. Westmorland Gazette** - to identify any relevant matters from this meeting to be reported for the Westmorland Gazette
- 21. To note any 'Items for Information'** - *no decisions or action permitted*
- 22. To receive items for consideration for a future agenda**
- Fancy Dress Barn Dance – for June 2018 meeting
  - A Nation's Tribute and WW1 Beacons of Light 11/11/18
  - Promotion of wild flowers and wildlife

**Date of next meeting** - to confirm the next meeting of the Parish Council will be held on Thursday 14 June 2018 commencing at 7.30pm in the Athenaeum, Leasgill

*Malcolm Richardson*  
Clerk to the Council  
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19 May 2018