

HEVERSHAM PARISH COUNCIL

Unconfirmed Minutes of the Parish Council meeting held on **Thursday 16 July 2020** at 7.30pm in the Athenaeum, Leasgill. This meeting followed Covid-19 Government Guidance with regard to village halls and community centres including social distancing

Present – Cllrs. Brian Rendell (Chairman), Peter Clarke, Adrian Bland, Tom Grindey, Iain Richards and Adele Shepherd; County Cllr. Roger Bingham; District Cllr. Kevin Holmes; the Clerk and no members of the public

A minute's silence took place in memory of Cllr. Gordon Capstick

35/20 Apologies

No apologies were received

Cllr. Clarke chaired the meeting until the new Chairman was elected

36/20 Election of Chairman

Cllr. Grindey proposed and Cllr. Richards seconded Cllr. Rendell to be the Chairman for 2020/21. There were no other nominations and the proposal was carried unanimously

A Declaration of Acceptance of Office form for 2020/21 was signed by Cllr. Rendell and witnessed by the Clerk

Cllr. Rendell chaired the meeting from this point

37/20 Election of Vice-Chairman

Cllr. Grindey proposed and Cllr. Rendell seconded Cllr. Clarke to be the Vice-Chairman for 2020/21. There were no other nominations and the proposal was carried unanimously

A Declaration of Acceptance of Office form for 2020/21 was signed by Cllr. Clarke and witnessed by the Clerk

38/20 Appointment of Councillor to fill casual vacancy on death of Cllr. Gordon Capstick

No election had been requested and it was **resolved** not to fill the vacancy out of respect for Gordon Capstick

39/20 Declarations of Interest

None

40/20 Minutes

Resolved that the minutes of the meeting held on 19 March 2020 be confirmed as a true record and be signed by the Chairman

41/20 Public Participation

There were no members of the public present

42/20 Ongoing Items

- B4RN: Cllr. Richards reported that the ducting on either side of Woodhouse Lane was completed and that Woodhouse Lane would be closed on 16 August 2020 to enable the cut through with the connection to Leasgill to follow later. The Crow Wood/ Church connection route was close to agreement. A reply was awaited from Cumbria County Council with regard to the Park House Drive site. Thanks were expressed to Messrs. Armer and Cheeseman for their work
- What's On in Heversham: Cllr. Clarke reported that contact was to be made with each organisation to ascertain when they were to restart following the coronavirus restrictions so that "What's Back On in Heversham" could be produced
- Promotion of Wild Flowers and Wildlife: Deferred until the next meeting
- BT payphone removal / alternative use: It was **resolved** that the Chairman sign the agreement for purchase of the telephone kiosk opposite Dallam School Boarding House for £1 after the Council agreed to use the surplus monies from the earmarked street lighting upgrade fund to purchase a defibrillator and cabinet for an approximate fitted cost of £1,500 (including signage)
- Heversham Village Heritage Exhibition: Cllr. Clarke reported that the consultation re definition of the design brief was expected to be held in October 2020 after being on hold due to coronavirus restrictions
- Contact Line (coronavirus local community support network): Cllr. Clarke reported that this was continuing with the existing volunteers. It had been agreed to consider in October 2020 extension of the support into the future. Thanks were expressed to Cllr. Clarke for his work in co-ordinating the support network

43/20 Reports

- a. No report had been received from South Lakes Police
- b. District Cllr. K. Holmes reported that Levens Shop was no longer delivering; that district councillors had been very busy in this coronavirus period including a full virtual council meeting; and that 1 death had been reported in South Lakeland in the last 2 weeks
- c. County Cllr. Bingham reported that he had continued to check roads for work that needed to be done; that some repairs had been completed although it was noted that the work on Marsh Lane was sub-standard; that the work at Levens Bridge had been delayed by social distancing and shortage of materials and that anti-flood work continued. He referred to the successful re- instatement of deliveries by a supermarket to houses in Woodhouse Lane and said that thanks were due to Victoria Upton at Cumbria County Council for her prompt attention and help; the large number of virtual meetings; and burglaries and traffic offences being down but anti-social behaviour and domestic violence having increased

- d. The Athenaeum: It was noted that the financial report for the third quarter ending 30 April 2020 and the financial projections to 31 July 2020 had been received. It was also noted that a £10,000 grant had been received to assist with the reduction in income due to the coronavirus. Thanks were expressed to Graham Whitwham and the other members of the management committee for their understanding and time in considering and approving the request to hold this meeting

44/20 Planning

- i) It was noted that the following planning applications had 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) It was **noted** that the following planning applications had been submitted to SLDC and circulated to members of the Council since the last meeting and subsequently had 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) It was noted that the following planning applications had 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)

45/20 Highways/Footpaths/Trees

Highways:

- a) The complaints with regard to the speed of traffic (mainly tractors and cyclists) on Woodhouse Lane were discussed and it was noted that (as minuted on 13 June 2019) a speed restriction would be a very difficult matter to achieve and one which would take a considerable amount of time. It was also noted that tractors are excluded from width restrictions.
- b) The proposed removal free of charge by Cumbria County Council of the pole at Hillside, Woodhouse Lane, from which the street light had been removed, was noted
- c) It was agreed to ask Martin Tyson to cut the grass at Mabbins Hall Lane for safety reasons
- d) County Cllr. Bingham's comments with regard to the successful re-instatement of deliveries by a supermarket to houses in Woodhouse Lane were noted and the Council had requested that the "except for access" signs were re-instated by Cumbria County Council under the width restrictions signs
- e) It was agreed to remount the Dugg Hill road sign
- f) The Clerk was asked to write to Dallam School with regard to the overgrown hedge outside the school

Footpaths/Tracks:

- i) Cllr. Clarke reported that the wall by the bench at G Handley's Copse needed attention. Further investigation was to take place with the possibility of moving the bench to a place where it would be more used
- ii) The estimate for a handrail past the Cockpit was approx. £600 and it was agreed to request a grant from Leasgill Quarry Trust

Trees: It was agreed to ask Andy Hancock to check Quarry Wood

46/20 Playground Report

- i) Cllr. Rendell had inspected the playground since the last meeting and continued to monitor the equipment
- ii) The inspections until the next meeting were to be carried out by Cllr. Rendell
- iii) The Council **approved** the Playground Covid-19 Risk Assessment and the Guidance for Users Notice which had been used on re-opening the playground on 4 July 2020

47/20 Appointment of Representatives

Representatives were appointed as follows for the following outside bodies and working groups for 2020/21:

Leasgill Quarry Trust (three representatives) – Cllrs. Rendell, Clarke and Bland
Athenaeum Committee (two representatives) – Cllrs. Grindey and Shepherd
District Association (one representative) – Cllr. Bland
Footpaths and Tracks (one representative) – Cllr. Clarke

48/20 Village Tidy

It was agreed that the tidy would be postponed until next year

49/20 Parish Land

The Clerk was asked to forward an invoice to Tim Thacker as he would be stocking the "Field of Dreams" in 2020/21

50/20 Finance

- a) The following receipts were noted:
 - 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
- b) The following payments between meetings were approved:
 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
- c) The following payments were approved:
 SLDC – refund of overpaid precept - £232.78 cheque 536
 SLDC – annual playground inspection fee - £173.40 – cheque 537
 Npower Ltd – street lighting electricity (quarter to 30/6/20) - £123.70 – cheque 538
 The Athenaeum - VAT refund - £949.48 – cheque 539
 M R Richardson – salary & expenses to 31/7/20 - £1,137.68 – cheque 540
 HMRC – PAYE re M R Richardson - £263.00 – cheque 541
 The Athenaeum – annual maintenance contribution - £100.00 – cheque 542
 St Peter's Church – annual churchyard maintenance contribution - £500.00 – cheque 543
 Dallam School Charitable Trust – playground rent - £1.00 – cheque 544
- d) **Resolved** that the revised Asset Register at 19 March 2020 be approved
- e) **Resolved** that the new Athenaeum broadband contract of £21.50 plus VAT per month from 6 August 2020 be approved
- f) The receipts and payments report for the year ended 31 March 2020 was received and noted
- g) The annual internal audit report for the year ended 31 March 2020 was received and noted
- h) The Annual Governance Statement 2019/20 (Section 1 of the Annual Return) was approved and signed
- i) The Accounting Statements 2019/20 (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 20 July 2020 to 28 August 2020
- k) The insurance cover was confirmed
- l) **Resolved** that it be noted that the closing bank balance at 30 June 2020 was £22,308.61 which had been reconciled with the bank account and that the bank statement be counter-signed by the Chairman

51/20 Correspondence

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

- 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)
- x. Power for People – The Local Electricity Bill's Reintroduction (emailed to Cllrs.15/7/20). It was **resolved** to send the resolution as drafted by Power for People

52/20 Westmorland Gazette – Matters from this meeting to be reported for the Westmorland Gazette

- Election of Chairman and Vice-Chairman
- B4RN progress
- Re-opening of the playground

53/20 Items for Information- no decisions or action permitted

- There was to be bell-ringing for the VJ Day Celebration in August 2020

54/20 Items for consideration for a future agenda

- Presentation on Dark Skies – possibly Include on 2021 Annual Parish Meeting agenda
- Discussion as to how the parish coped with the pandemic

55/20 Date of next meeting

It was agreed that the next meeting of the Parish Council will be held on Thursday 17 September 2020 and will commence at 7.30pm in The Athenaeum, Leasgill

The meeting closed at 9.25 pm