

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 18 May 2017** 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 2017/18
2. **Declaration of Acceptance/Chairman**
The Chairman to sign the Declaration of Acceptance form for 2017/18
3. **Election of Vice-Chairman**
To elect a Vice-Chairman for 2017/18
4. **Apologies**
To receive apologies with reasons for absence
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 4 April 2017 as a true record
7. **Community Infrastructure Levy**
Alastair McNeill (Development Plans Manager) from SLDC will give an explanation of the workings of the Community Infrastructure Levy
8. **Ongoing Items (Matters Arising From Previous Minutes)**
 - Old Railway Line Footpath
 - Cumbria County Council Grant to repaint the signpost at the bottom of Woodhouse Lane
 - £330 SLDC Flower Bed Grant received – proposals for use of the grant
 - Provision of Broadband for the Athenaeum
9. **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
10. **Reports**
 - To receive a report on behalf of Kendal Neighbourhood Policing Team
 - To receive any relevant matters from District Councillor A Rawlinson
 - To receive any relevant matters from County Councillor R Bingham
 - To receive any relevant information from The Athenaeum
11. **Planning**
To note that the following planning application has been submitted to SLDC since the last meeting with a consultation deadline before this meeting. The clerk has consulted with each member of the Council individually and the Council has no objection to the application:
SL/2017/0263 Little Deepthwaite Farm, Woodhouse
Erection of polytunnel for shelter for livestock

To discuss the following planning application which has been submitted to SLDC and circulated to the members of the Council since the last meeting:
SL/2017/0290 Park House Farm, Heversham
Additional use of barn to provide flexible wedding and conferencing facilities
12. **Highways/Footpaths**
To receive and consider any Highways/Footpaths matters including fallen road signs and a Footpath Survey
13. **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
14. **Neighbourhood Plan**
To consider the paper prepared by Cllr. Clarke with regard to the Plan's Community Objectives (emailed to Cllrs11/5/17).
15. **Parking near Crow Wood and Old School**
To review the situation

- 16. B4RN**
To review the situation and to consider a proposed digital inclusion event re superfast broadband (email from CCC sent to Cllrs26/4/17)
- 17. Community Defibrillator**
To review the situation
- 18. Parish Land**
To review the arrangements for the stocking of the "Field of Dreams" for 2017/18
- 19. Appointment of Representatives**
To appoint representatives for the following outside bodies and Working Groups for 2017/18:
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)
- 20. Policies and Procedures**
To note the existing Standing Orders, Financial Regulations, Complaints Procedure, Press/Media Policy, Code of Conduct and the Procedures for handling requests made under the Freedom of Information Act 2005
- 21. Finance**
- a. To note the following receipts:
Precept £9051.78 and Transparency Fund grant re new website £556.45
 - b. To approve the following payments:
S P Walker – Fell trees on old railway line - £420.00
Absolute Digital – Printing B4RN leaflet -£114.00
The Athenaeum –Hire of hall - £80.00
A Hartley –Internal audit - £50.00
Dallam School Charitable Trust – Playground rent -£1.00
CALC -- Subscription - £218.28
CALC – Clerk network meeting - £5.00
M R Richardson – Salary, expenses & new website - £1334.57
HMRC – PAYE re M R Richardson - £291.00
To review the insurance cover is adequate before approving the payment of the renewal premium to Zurich Insurance of £476.41
 - c. To note that the new bank mandates were now in operation
 - d. To discuss the cost of Street Lighting
 - e. To discuss a request to support North West Air Ambulance Charity (emailed to Cllrs8/5/17)
 - f. To discuss a request to support Heversham Village Sports Day in the amount of £150
 - g. To note that the annual Internal Audit report has been completed by Alan Hartley
 - h. To approve and sign the Annual Governance Statement 2016/17 (section 1 of the Annual Return)
 - i. To sign the Accounting Statements 2016/17 (section 2 of the Annual Return)
- 22. Correspondence –** to note any other correspondence received and not included as an item on this agenda and decide upon any necessary action:
- a. CALC – Latest News from the Cumbria Local Enterprise Partnership(emailed to Cllrs.4/4/17)
 - b. CALC – Chairman’s Update from the Cumbria Leader’s Board (emailed to Cllrs.4/4/17)
 - c. CALC– April 2017 Circular and NALC letter re precepts(emailed to Cllrs.5/4/17)
 - d. SLDC – Older Person’s Housing Strategy(emailed to Cllrs.26/4/17)
 - e. Natural England – Classification of the Morecambe Bay and Duddon Estuary potential Special Protection Area (emailed to Cllrs.26/4/17)
 - f. CALC – Paperwork for next District Association meeting on 15/6/17 (emailed to Cllrs.26/4/17)
 - g. CALC – 2017 Edition of the Good Councillor Guide (emailed to Cllrs.26/4/17)
 - h. CALC – Guidance on “purdah” (emailed to Cllrs.26/4/17)
 - i. Heversham St Peter’s Primary School – Invitation to open celebration meeting on 11/5/17 (emailed to Cllrs.28/4/17)
 - j. CALC – Chief Executive’s Bulletin (emailed to Cllrs.2/5/17)
 - k. CCC – Celebrate Local History Month (emailed to Cllrs.4/5/17)
 - l. SLDC – Annual Council meeting 17/5/17 (emailed to Cllrs.10/5/17)
 - m. Environment Agency – Change of dates for flood risk meetings (emailed to Cllrs.11/5/17)
 - n. SLDC – South Westmorland LAP 28/3/17 minutes (emailed to Cllrs.12/5/17)
 - o. CALC – May 2017 Circular (emailed to Cllrs.12/5/17)
- 23. Westmorland Gazette** - to identify any relevant matters from this meeting to be reported for the Westmorland Gazette
- 24. To note any ‘Items for Information’** - *no decisions or action permitted*
- 25. To receive items for consideration for a future agenda**
- Playground Financing
 - A Nation’s Tribute and WW1 Beacons of Light 11/11/18
 - Possible Fancy Dress Barn Dance on 10/11/18
 - The bench on the monument requires repair
 - Wheelchair access to pavements in the village

- Plaque for Grievegate milestone
- Risks associated with Council owned land

Date of next meeting - to confirm the next meeting of the Parish Council will be held on Thursday 15 June 2017 and will commence at 7.30pm in the Athenaeum, Leasgill

Malcolm Richardson
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13 May 2017