

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 20 May 2021** at 7.40pm in the Athenaeum, Leasgill 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 2021/22
(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 2021/22
Vice-Chairman to sign Declaration of Acceptance of Office
4. **Elected (Nominated) Councillors**
Councillors to sign Declarations of Acceptance of Office
5. **Minutes**
To authorise the Chairman to sign the minutes of the meeting held on 8 April 2021 as a true record
6. **Appointment of Councillors to fill Casual Vacancies**
To discuss
7. **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
8. **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*)
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. **Ongoing Items**
 - i) B4RN
 - ii) Contact Line (coronavirus local community support network)
 - iii) Invitation to the new Dallam Head and the new Head of Boarding to attend a future meeting
 - iv) Adjourned Annual Parish Meeting
 - v) NHS and Frontline Workers' Day 5 July 2021
11. **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
12. **Planning**
 - i) To note that the following planning application has been submitted to SLDC and circulated to members of the Council since the last meeting:
SL/2021/0390 Old Grammar School, Leasgill
Single storey extension
 - ii) To note that no planning applications have been notified as approved by SLDC since the last meeting
 - iii) To note that no reply had yet been received from SLDC regarding the reported development without permission
 - iv) To receive any report from the Neighbourhood Plan group
13. **Highways/Footpaths/Trees and Woods**
 - a. To consider any Highways matters including the requested 20mph speed limit on Woodhouse Lane; the proposal to request a 20mph speed limit throughout the village; and parking between Crow Wood and the Playground
 - b. To receive any report from the Working Group for footpaths/tracks including the work on the wall by the bench at G Handley's Copse
 - c. To consider any trees and woods matters including the work to be carried out at Quarry Wood
14. **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

15. Appointment of Representatives

To appoint representatives for the following outside bodies and Working Groups for 2021/22:

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

16. Finance

- i) To note the following receipts since the last meeting:
 - HMRC – VAT refund to 31/3/21 - £615.34
 - SLDC precept - £11,511.43
 - SLDC precept grant - £200.57
- ii) To approve the following payments between meetings:
 - Npower Ltd – street lighting electricity (quarter to 31/3/21) - £122.68 – cheque 575
 - CALC – annual subscription - £191.86 – cheque 576
 - SLDC – annual playground inspection fee - £176.87 cheque 577
 - Jean Airey – internal audit - £50.00 – cheque 578
 - M R Richardson – salary & expenses to 30/4/21 - £1,271.81 cheque 579
 - HMRC – PAYE re M R Richardson - £269.80 – cheque 580
- iii) To approve the following payment if known:
 - Zurich Municipal - annual insurance – renewal documents not received at the date of agenda preparation
- iv) To receive and approve the annual internal audit report for the year ended 31 March 2021
- v) To complete the Certificate of Exemption from a limited assurance review
- vi) To approve and sign the Annual Governance Statement 2020/21 (Section 1 of the Annual Return)
- vii) To approve and sign the Accounting Statements 2020/21 (Section 2 of the Annual Return)
- viii) To confirm the dates of the period for the exercise of public rights
- ix) To note the bank balance at 30 April 2021 and authorise the Chairman to counter-sign the bank statement

17. Policies and Procedures

To note and confirm the existing Standing Orders, Financial Regulations and Code of Conduct

18. 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, CCC and Cumbria Police giving information re coronavirus (covid-19), testing and vaccination matters
- ii) Further items from CALC and SLDC concerning local government reorganisation and the various proposals
- iii) Various items re the death of HRH The Prince Philip, Duke of Edinburgh on 9 April 2021
- iv) SLDC – Link to the agenda for the Standards Committee meeting on 20/4/21 (emailed to Cllrs 13/4/21)
- v) CALC – Draft minutes of the South Lakeland District Association meeting on 4/3/21 (emailed to Cllrs 17/4/21)
- vi) CALC – NALC briefing re DCMS rural broadband consultation (emailed to Cllrs 23/4/21)
- vii) SLDC – Application process open for business restart grants (emailed to Cllrs 27/4/21)
- viii) CALC – MHCLG electronic communications infrastructure consultation (emailed to Cllrs 27/4/21)
- ix) CALC – High Court judgement on virtual meetings (emailed to Cllrs 7/5/21)
- x) CALC – North West Coastal Access update 27/4/21 (emailed to Cllrs.7/5/21)
- xi) CALC – Climate change interactive sessions in June and September 2021 (emailed to Cllrs.7/5/21)
- xii) CALC - Highways management system changes update (emailed to Cllrs.7/5/21)
- xiii) CCC – Local cycling and walking infrastructure plans public consultation (emailed to Cllrs.7/5/21)
- xiv) Power for People – Attempt to adopt the Local Electricity Bill as a Ballot Bill (emailed to Cllrs.7/5/21)
- xv) SLDC – Locality Services Team May newsletter (emailed to Cllrs.10/5/21)
- xvi) SLDC – Welcome back fund briefing (emailed to Cllrs.10&11/5/21)
- xvii) CALC – Chief Executive’s bulletin (emailed to Cllrs.14/5/21)
- xviii) SLDC – Climate change action plan is driving SLDC’s carbon reduction commitments (emailed to Cllrs.12/5/21)
- xix) CALC – April/May 2021 newsletter (emailed to Cllrs.12/5/21)
- xx) CALC – Local Nature Recovery Strategy Pilot (emailed to Cllrs.14/5/21)

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

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

21. To receive items for consideration for a future agenda

- i) Presentation on Dark Skies – possibly at adjourned 2021 Annual Parish Meeting
- ii) Discussion as to how the parish coped with the pandemic – at adjourned 2021 Annual Parish Meeting
- iii) “What’s Back On in Heversham” – when possible to produce
- iv) Promotion of Wild Flowers and Wildlife – possibly at adjourned 2021 Annual Parish Meeting
- v) Heversham Village Heritage Exhibition – possible consultation later in the year
- vi) Celebration of the B4RN installation – at adjourned 2021 Annual Parish Meeting

Date of next meeting - to confirm the next meeting of the Parish Council will be held on Thursday 10 June 2021 commencing at 7.30pm in The Athenaeum, Leasgill

Malcolm Richardson

Clerk to the Council

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15 May 2021

