

Levens Parish Council

Clerk: Martin Curry
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Councillors are hereby summoned and members of the public are invited to attend an Ordinary Meeting of Levens Parish Council to be held **on Tuesday 11 November 2025** in the **Levens Methodist Church at 7.30 p.m.**

Agenda

1. **Apologies:** To receive written apologies with reasons for absence.
2. **Minutes:** To authorise the Chair to sign the Minutes of the Ordinary Meeting held on 14 October 2025 as a true record.
3. **Declarations of Interest:** To declare any personal or prejudicial interests in items on the Agenda and to consider applications for dispensation.
4. **Public Participation:** Members of the public are invited to give their views and question the Parish Council on items on this Agenda or raise issues for future consideration.
5. **Reports:** To receive the following reports:
 - a) Reports from Councillors on any meetings attended not otherwise on this Agenda
 - b) Relevant matters from the Westmorland & Furness Council (W&FC)
 - c) To note any matters in relation to Cumbria Police including feedback from the Policing Pledge Meeting held on 20 October 2025.
6. **Finance**
 - a) **Receipts:** To note receipts for the period 01 October – 31 October 2025 (Bank statement not to hand at time of writing: Report to be circulated).
 - b) **Payments Required:** To **Approve** the following:
 - i) M R Curry - Salary October (PC: £387.88; LCP: £164.56; Charity: £83.85
Expenses: £13.76; Mileage: £10.80: £ 660.85
 - ii) A. Brayshaw: Strimming - Village: £ 310.00
 - iii) A. Brayshaw: Cut back and tidy - Plot 3: £ 180.00
 - iv) A. Brayshaw: Work on bus shelter bottom Levens Lane: £ 265.00
 - v) Festive Lights: Christmas event (from Christmas earmarked fund): £ 224.03
 - vi) Printing Plus: Winter Newsletter: £ 158.00
 - vii) Other payments may be advised
 - c) To receive the Bank Reconciliation and a note on Ring-fenced Funds at 31 October 2025
 - d) To receive initial draft Budget for 2026-27 (for finalisation Jan/Feb 2026)
 - e) Bank Mandate: To receive an update on the move to electronic / digital banking
 - f) Governance
 - i) Practitioners Guide – Assertion 10: To receive an update on the requirements for Digital and Data Compliance
 - ii) To approve the draft Information Technology and Freedom of Information Policies
 - iii) To receive draft Dedications Policy
7. **Levens Community Project:** Cllr Mason to report:
 - a) Levens Project Advisory Group: Verbal Report from the PAG meeting held on 04/11/2025 and key updates including:
 - i) Sale of Plot 3, Church Hill
 - ii) Underhill
 - iii) New Village Hall
 - iv) Tendering process
 - v) Project Management and Finance Review

- b) To **Approve** payments recommended by PAG:
 - i) Contribution to Audit costs: £ 666.75
 - ii) Refund of VAT to PC paid to Project account: £ 153.50
 - iii) Engagement costs ACS (Consultancy – yet to be invoiced): £ 9,600.00
 - iv) Other payments may be advised

8. Planning Applications:

- a) To consider the following new planning applications:
 - i) 2025/1948/OPA: Land to the rear of Little Garth, Lowgate LA8 8NJ. Application for outline consent for one self-build dwelling
 - ii) 2025/1715/DISC: The Langdales, Levens LA8 8PJ. Approval of details reserved by Condition 3 (boundary hedge) attached to 2024/2299/FPA
- b) Schedule of Applications (to be circulated): To note updates
- c) Other planning matters (new or previously raised).

9. Levens Charity

- i) Savin Brow Quarry Charity: To note progress with wind-up
- ii) Re-investment of Capital – To receive an update on recommendations

10. Open actions not covered elsewhere on the Agenda:

- a) Levens Traffic Management: To receive update reports:
 - i) Levens Lane Footpath
 - ii) Traffic Management within the Village
 - iii) 20-m.p.h. Initiative – Next Steps
- b) Other Highways Matters
 - i) Drainage Issue opposite Quaggs House Farm – update on actions
 - ii) 'Welcome' to Levens' village sign - Update on liaison with Highways
- c) Parish Assets and Land: To receive reports on:
 - i) Maintenance work required
 - ii) Community Orchard and roadside boundary
 - iii) Tree planting initiative from W&FC
- d) Community Led Emergency Plan: Update from Cllr. Forshaw
- e) Defibrillator: Update from Cllr. Burrow

11. Correspondence: To note correspondence received. Schedule to be circulated.

12. Future Agenda Items: To receive items for consideration for a future agenda.

13. Date of next meeting: The next Ordinary Meeting of the Parish Council will be held on Tuesday 13 January 2026 to be held in the Levens Methodist Church.

Martin Curry

Clerk to Levens Parish Council

06 November 2025