

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 09 September 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 08 July 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:
 - i) Cumbria Policing Pledge – update
 - ii) PFCC Property Fund
6. **Finance**
 - a) **Receipts:** To note receipts for the period 01 July-31 August 2025 (Bank statement not to hand at time of writing: Report to be circulated).
 - b) **Payments Required:**
 - i) To **Approve** implementation of the Local Government Services Pay Agreement which has been finalised for 2025-26 resulting in an increase of £0.54p per hour on the Clerk's salary and £0.67p per hour on work for Levens Community Project.
 - ii) Subject to the above, to note and **Approve** the following salary payments:

• M R Curry: Salary July 2025: (PC: £270.81; LCP: £251.69)	£ 522.50
• M R Curry: Salary August: (PC: £355.58; back-pay: £57.89; LCP: £251.82; back-pay: £47.03; Charity £108.35; back-pay £3.89; Mileage: £32.40)	£ 856.96
 - iii) To **Approve** other payments:

iii) Zurich Insurance: Annual Premium 2025-26:	£ 484.34
iv) Tom Hecht: Website administration charges:	£ 190.00
v) Parish Online: Digital mapping – annual subscription:	£ 45.00
vi) Lune Valley Landscapes: strimming etc	£ 310.00
vii) Armstrong Watson (Accountants) – Fee: VAT Return Q1 2025-26:	£ 120.00
viii) Other payments may be advised	
 - c) To receive the Bank Reconciliation and a note on Ring-fenced Funds at 31 August 2025
 - d) Bank Mandate: To receive an update on the move to electronic / digital banking
 - e) Governance
 - i) Annual Governance & Accounting Report 2024-25 (AGAR): To receive update report
 - ii) Practitioners Guide – Assertion 10: To note new requirements for Digital and Data Compliance
7. **Levens Community Project:** Cllr Mason to report:
 - a) Levens Project Advisory Group: Verbal Report from the PAG meeting held on 02/09/2025 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. Transfer of funds from Current Account to Deposit Account
 - ii. Other payments may be advised

8. Planning Applications:

- a) To consider items on the Schedule of Applications (to be circulated)
- b) Other planning matters including any updates on previous matters.

9. Levens Charity

- i) Levens Charity - Proposals for a meeting of the Appointed Trustees
- ii) To note progress with wind-up of the Savin Brow Charity
- iii) Closure of an Investment Fund – To note and confirm new arrangements

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
 - iv) Top consider a 'Welcome to Levens' village sign and the maintenance of road signs generally
- b) Parish Assets and Land: To receive reports on:
 - i) Maintenance work required
 - ii) Community Orchard and roadside boundary
 - iii) Requests for bench dedications
- c) Allotments and land rents
- d) Community Led Emergency Plan

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 14 October 2025 to be held in the Levens Methodist Church.

Martin Curry
Clerk to Levens Parish Council

03 September 2025