

# Levens Parish Council

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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 14 July 2026** 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 12 May 2026 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. **Governance Matters**
  - a) **Vice-Chair:** To elect a Vice-Chair for 2026-27
  - b) **Councillor Vacancy:** To consider recruiting to the current vacancy and to note Parish Council elections in May 2027
  - c) **Councillor Representations:** To consider appointments following the resignation of R. Mason
  - d) **Parish Council Working Group:** To agree proposals for a meeting to consider Councillor roles previously agreed
  - e) **Assertion 10:** To receive an update report on the current position:
    - i) Email accounts
    - ii) New Parish website and the removal of PC pages from the Community site
6. **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) Police
7. **Recent Meetings**
  - a) Annual Parish Meeting: To note feedback and outcomes
  - b) June Meeting of the Parish Council – Informal Village Tour:
    - i) To consider general outcomes
    - ii) To note a request for the purchase of Parish land
8. **Finance**
  - a) **Receipts:** To note receipts for the period 01 May – 30 June 2026. Report to be circulated.
  - b) **Payments Made Between Meetings:** To **Ratify** the following payments (approved by email):
    - i) A2A Advertising - Assertion 10 costs: £ 840.00  
(To note one objection to this payment)
    - ii) Levens Playing Fields - Grant awarded: £ 1,600.00
    - iii) Levens Methodist Church - Grant for hosting the Post Office: £ 700.00
    - iv) M R Curry - Salary / expenses, May: £ 651.34
    - v) Mitchinsons Accountants - Admin Fee, Pensions Regulator: £ 72.00
    - vi) Cllr. D. Rogerson – Refund expenses - renewal Website Domain Registration: £ 4.06
    - vii) M. Richardson – Audit support 2025-26 AGAR: £ 280.00
  - c) **Payments Required:**
    - i) M R Curry - Salary / expenses, June 2026: (PC: £426.27; LCP: £138.56; Charity: £27.95  
Mileage: £26.40; Expenses: £14.56) **Total:** £ 633.74

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|---------------------------------------------------------------|----------------|
| ii) HMRC – PAYE/NIC Quarter 1 2026-27:                        | £ 669.56       |
| iii) Levens Village Hall - Room Hire Annual Parish Meeting:   | £ 28.00        |
| iv) Other payments required since publication of this Agenda: | To be notified |
- d) **Finance Report:** To receive the Bank Reconciliation and a note on Ring-fenced Funds at 30 June 2026
- e) **Bank Mandate:** To receive an update report on the addition of new signatories and the move to electronic / digital banking
- f) **AGAR:** Annual Governance & Accounting Report 2025-26 (AGAR): To receive update report
- 9. Levens Community Project:** A Parish Council representative to report on matters including:
- a) Levens Project Advisory Group: Verbal Report (PAG meeting scheduled for 07/07/2026 cancelled due to number of apologies):
- i) Sale of Plot 3, Church Hill
  - ii) Underhill
  - iii) New Village Hall
  - iv) Project Management: revised framework
  - v) Finance Report
- b) To consider Parish Council Representation on PAG
- c) To Approve payments recommended by PAG: (none at the time of writing)
- 10. Planning Applications:**
- a) To consider items on the Schedule of Applications (to be circulated)
- b) Other planning matters including any updates on previous matters:
- i) W&FC Local Plan: Latest developments
  - ii) Levens Parish Council Parish Plan: Latest developments
- 11. Parish Council Communications:**
- a) Parish Council Newsletter: To note publication deadline and call for items for inclusion
- b) Communications Strategy: To consider proposals for increased community engagement
- 12. Proposed Bus Shelter A590:** To consider the proposal from W&FC for the installation of a new bus shelter on the A590 to be owned and maintained by the Parish Council.
- 13. Levens Charity**
- a) To consider the composition of the 'Appointed Trustees'
- b) To note arrangements for a meeting of the Charity 'Appointed Trustees'
- 14. 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 – current position
- b) Parish Assets and Land:
- i) Maintenance work required
- c) Allotments and land rents: Update report and to include a review of current rents
- d) Dog fouling
- e) Community Led Emergency Plan – To receive an update report
- 15. Correspondence:** To note correspondence received. Schedule to be circulated.
- 16. Future Agenda Items:** To receive items for consideration for a future agenda.
- 17. Date of next meeting:** The next Ordinary Meeting of the Parish Council will be held on Tuesday 08 September 2026 to be held in the Levens Methodist Church.

**Martin Curry, Clerk to Levens Parish Council**

**09 July 2026**