

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 08 September 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 07 July 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. **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)
6. **Finance**
 - a) **Receipts:** To note receipts for the period 01 July to 31 August 2026. Bank statements not to hand at the time of writing: Report to be circulated.
 - b) **Ratification of Payments Made Between Meetings:**

i) Printing Plus – Summer Newsletter:	£ 161.00
ii) Moore – Audit Fee:	£ 378.00
iii) Lune Valley Landscapes: Strimming etc	£ 360.00
 - c) **Payments Required:**

i) M R Curry - Salary / expenses, July 2026: (PC: £492.65; LCP: £90.98; Charity: £6.99; Mileage: £26.40; Expenses: £0.00):	£ 617.02
ii) M R Curry - Salary / expenses, August 2026: (PC: £276.00; LCP: £17.28; Charity: £0.00; Mileage: £0.00; Expenses: £0.00):	£ 293.28
iii) Zurich Municipal – Insurance Premium 2026-27 due 01 October 2026	£ 475.10
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 31 August 2026: Bank statements not to hand at the time of writing: Report to be circulated.
 - e) **Revised Salary Scales:** To note and approve adoption of the new NJC pay scales for 2026-27
 - f) **Bank Mandate:** To receive an update report on the addition of new signatories and the move to electronic / digital banking
7. **Levens Community Project:** A Parish Council representative to report on matters including:
 - a) Levens Project Advisory Group: Verbal Report from the PAG meeting held on 03/09/2026 to include:
 - i) Sale of Plot 3, Church Hill
 - ii) Underhill
 - iii) New Village Hall
 - iv) Project Management: revised framework
 - v) Finance Report
 - b) To Approve payments recommended by PAG: (none at the time of writing)
8. **Parish Land:** To note an offer for the purchase of a plot of Parish land

9. 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: Update on the Scoping Consultation and any other developments
 - ii) Levens Parish Council Parish Plan: To note any further developments
 - iii) National Scheme of Delegation – To note changes to the planning system

10. Governance Matters

- a) **Vice-Chair:** To elect a Vice-Chair for 2026-27
- b) **Councillor Vacancy:** To confirm ability to co-opt and consider recruiting to the current vacancy
- c) **Councillor Representations:** To consider a second representative in respect of the Allotments.
- d) **Parish Council Working Group:** To agree proposals for a meeting to consider Councillor roles as previously agreed
- e) **Policy Documents:** To note and approve progress with revised policy documents
- f) **Assertion 10:** To receive an update report on the current position:
 - i) Email accounts
 - ii) Websites – To receive any update reports

11. Parish Council Communications:

- a) Communications Strategy: To consider proposals for increased community engagement (to include consideration of the periodic PC Newsletter)

12. 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) Orchard: To note and consider the quote for strimming etc
 - ii) Maintenance work required
- c) Community Led Emergency Plan – To receive an update report
- d) Levens Charity – update report
- e) BT Phone box: Update on adoption as a defibrillator cabinet
- f) Bus Related Matters:
 - i) Shelter A590: To agree the response to W&FC for the installation of a bus shelter on the A590 to be owned and maintained by the Parish Council.
 - ii) To note W&FC request and response to improve bus shelter on A590 slip road
 - iii) To note W&FC request for observations on 'non-service' improvements

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

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

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

Martin Curry, Clerk to Levens Parish Council

03 September 2026

Agenda also published on the Levens Parish Council website: www.levens-pc.gov.uk