

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 10 March 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 10 February 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. The Parish Council may respond to matters raised but in accordance with its Standing Orders is not bound to do so and will note issues for consideration at a future meeting.
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.
6. **Finance**
 - a) **Receipts and Payments:** To note receipts and payments in the period 01 – 28 February 2026 (details on bank reconciliation to be circulated in advance of the meeting).
 - b) **Payments Required:**
To **Approve** the following payments:
 - i) M R Curry – Salary February 2026 (PC: £335.43; LCP: £60.63; Charity: £38.44; Broadband Contribution (£72.00); Office Allowance (£150.00); Expenses: (£6.96); Mileage: £21.60):
Total: £ 685.06
 - ii) NWA Professional – Submission of capital grant application (boundary wall, Underhill) £ 300.00
 - iii) Payments due since publication of this Agenda (to be advised)
 - c) To receive the Bank Reconciliation and a note on Ring-fenced Funds at 28 February 2026 (to be circulated)
 - d) Bank Mandate: To receive an update on the move to electronic / digital banking
 - e) Audit Procedure 2025-26: To receive an update on the process.
 - f) Governance
 - i) Practitioners Guide – Assertion 10: To receive an update on the requirements for Digital and Data Compliance including arrangements for website management
7. **Levens Community Project:**
 - a) Project Advisory Group meeting held on 06/12/2026 – verbal report including updates on the following:
 - i) Church Road
 - ii) Underhill: To receive an update on tenders for the foundations slab, wayleave for electricity and any other relevant matters
 - iii) Village Hall: To receive an update on the revised application for Building Regulations and any other matters
 - b) Finance Report:
 - i) To receive the Bank Reconciliation (to be circulated)
 - ii) To **Approve** payments falling due since publication of this Agenda

8. Planning Applications:

- a) Schedule of Applications (to be circulated in advance of the meeting): To note updates and consider the following new planning application:
2026/0384/Hou: **Yew Tree Cottage, Levens LA8 8PN**: Proposed alterations to existing single storey extension - roof and internal layout; addition of stair window to western elevation. Circulated 02/03/2026
- b) 2025/2178/OPA – **Levens Beck LA8 8PN**: To confirm decision notice
- c) Other planning matters:
 - i) Greengate, Levens: To receive an update on the proposed development of (approx.) 54 dwellings and responses from Agencies to Parish Council liaison.
 - ii) Nanny Pie Lane: To receive an update on the Enforcement Case via W&FC

9. Levens Charity

- a) Re-investment of Capital – To receive an update on reinvestment
- b) To receive a statement on Clerk's hours 2025-26
- c) To **Approve** the following payments:
 - i) Reimbursement of Clerks salary to Levens Parish Council 2024-25 £ 600.00
 - ii) Reimbursement of Clerk's salary to Levens Parish Council 2025-26 £ 816.72

10. Annual Parish Meeting: To confirm the date and arrangements for the Annual Parish Meeting

11. Spring Newsletter: To confirm dates and agree contents

12. Brigsteer Road Picnic Site: To consider management initiatives

13. 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 – white lining and any other matters
 - iii) 20-m.p.h. Initiative – To note the current position
- b) Other Highways Matters
- c) Defibrillator: Update from Cllr. Burrow on use of the public telephone box
- d) Community Led Emergency Plan: Update from Cllr. Forshaw
- e) Parish Assets and Land: To receive reports on:
 - i) Community Orchard and roadside boundary
 - ii) Street Light Transfer Agreement
 - iii) Allotments – update on current position

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

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

16. Date of next meeting: The next Ordinary Meeting of the Parish Council will be held on Tuesday 14 April 2026 to be held in the Levens Methodist Church.

Martin Curry

Clerk to Levens Parish Council

05 March 2026