

Minutes of the Annual meeting of Haverthwaite Parish Council held at Outback Hall, Leven Valley School, Haverthwaite on Thursday 23 May, 2024

Present: Cllr Sanderson (Chair), Cllr Stoddart (Vice Chair) Cllr Fleming, Cllr Riley, Cllr Bevins and Parish Clerk ([clerk@haverthwaitepc.co.uk](mailto:clerk@haverthwaitepc.co.uk))

01/2024	<b>To appoint a Chair for the Council year 2024/2025</b> Resolved: That Cllr Sanderson be re-elected as Chair	
02/2024	<b>To appoint a Vice Chair for the Council year 2024/2025</b> Resolved: That Cllr be elected as Vice Chair	
03/2024	<b>To consider any co-options.</b> 3 casual vacancies noted. Request for co-option from Julain Bevins. Resolved: To co-opt Julian Bevins. A declaration of acceptance of office was signed.	
04/2024	<b>To receive apologies for absence</b> None	
05/2024	<b>Minutes of Last Meeting:</b> Resolved: That the minutes are signed as a correct record.	
06/2024	<b>Declarations of Interest:</b> Cllr Stoddart regarding grant application - agenda item 12/2024.	
07/2024	<b>Requests for Dispensation:</b> None received.	
08/2024	<b>Public Participation</b> a. Community participation: None present. b. Unitary Authority update: Cllr Sanderson reported that WAF Council now established with everything up and running by dates required.	
09/2024	<b>Update on issues and actions from the previous meeting (not already on agenda):</b> None	
10/2024	<b>Haverthwaite GP Surgery update:</b> Cllr Sanderson New venue is operating. Cllr Sanderson is liaising to follow up on access safety with Highways.	SS
11/2024	<b>Planning:</b> a. To respond to planning applications received since the previous meeting: i) 7/2024/5053 - Former Barrow Ironworks - The conversion of the former Pug Mill and Laboratory Building into a new single dwelling including the erection of a modern linking building between the two buildings and associated changes to the	

	<p>fenestration and landscaping <i>Resolved: response of support.</i></p> <p>b. Decisions made since the previous meeting:  - 7/2024/5113 – Birkdault, Haverthwaite – demolition of conservatory &amp; construction of single storey extension – permitted  - 7/2024/5083 – Wilkinson View, Backbarrow – variation condition 1 – local occupancy – permitted.</p>	
12/2024	<p><b>Community and environmental matters:</b></p> <p>a. Community Grants update - request from Linsty green residents association for grant towards grasscutting mower and costs – Resolved: To approve £1000 grant.</p> <p>b. Brow Edge Foundation update: no updates.</p> <p><b>C. Highways, footpaths, hedges and verges :</b></p> <p>a. Update on Parish Lengthsman jobs: Some jobs completed. Work sheet circulated. To do:  - check of drain by the top of Brow edge/near the transmitter ahead of winter as there is water on the road/possible blocked drain.  - A590 to Whitewater footpath needs strimming again.</p> <p>b. Issues to report on HIAMS  - overgrowth of vegetation @ Bone Syke – previously reported and Highways did attend and cut back but still obstructing view. To re report.</p> <p>c. Need for handrail for footbridge @ Backbarrow – Cllr Bevans to obtain quote.</p>	<p>JB</p> <p>JB</p>
13/2024	<p><b>Defibrillator update</b>  Awaiting update on fixing of defibrillator. It has been re-registered on the Circuit.</p>	
14/2024	<p><b>To approve signing of Lengthsman contract</b>  Resolved: That the contract is signed.</p>	
15/2024	<p><b>To approve renewal of Insurance</b>  Resolved: To approve</p>	
16/2024	<p><b>To review Council documents: standing orders/ financial regulations/risk assessment/asset register.</b>  Resolved: to approve review of documents. To note that there are updated financial regulations just issued – to put on next agenda.</p>	
17/2024	<p><b>To discuss promotion of the Parish Council/vacancies.</b>  To look at a flier/leaflet advertsing the vacancies</p>	
18/2024	<p><b>Finance, Governance and Audit:</b>  a. The Parish Council approved the payment of the</p>	

	<p>invoices received since the last meeting:</p> <ul style="list-style-type: none"> <li>i. A Charlesworth (bus shelter cleaning Feb) £120.00 May £120.00</li> <li>ii. HMRC (qtr 4 2023/2024) - £43.20</li> <li>iii. Leven Valley CE Primary School (March)- £37.50</li> <li>iv) Npower streetlighting March - £311.44/April - £321.77/ May - £285.52 (payment is via Direct Debit)</li> <li>iv. Zurich (insurance) - £465.08</li> <li>v. Parish Clerk expenses May 2024 - £</li> <li>vi. CALC (annual membership) - £252.53</li> <li>vii. TP Jones &amp; Co LLP (PAYE) - £85.92</li> <li>viii. A Workman (lengthsman) - £157.99</li> <li>ix. Linsty Green residents Association - £1000</li> </ul> <p>b. To note &amp; approve completion of bank reconciliation for 2023/2024 and approve cashbook income &amp; expenditure for 2023/2024. <i>Resolved: To approve</i></p> <p>c. To approve signing of certificate of exemption from external audit for 2023/2024. <i>Resolved: To approve and sign</i></p> <p>d. To approve/confirm bank signatories and bank correspondence address <i>Resolved: To approve Beth Workman to receive correspondence and to add Cllr Briian Fleming as signatory</i></p> <p>e. To approve internal auditor <i>Resolved: To approve Fiona Ebbs</i> To agree home office fee <i>Home office fee agreed.</i></p> <p>f. To note appointment of interim Clerk on NJC SCP Point 15. <i>Noted.</i></p>	
19/2024	<p><b>Correspondence, meetings attended and consultations:</b> No updates</p>	
20/2024	<p><b>Items for the next agenda:</b> - Hand rail footbridge @ Backbarrow - sports day @ community centre</p>	
21/2024	<p><b>To confirm the date and time of next Meeting as 18<sup>th</sup> July 2024 at 7.00 p.m. @ Outback Hall, Leven Valley School, Haverthwaite.</b> Confirmed</p>	

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