HAVERTHWAITE PARISH COUNCIL

Meeting of Haverthwaite Parish Council being held at Outback Hall, Leven Valley School, Haverthwaite on **Tuesday 2nd September, 2025**

B Workman Clerk to Council 26/08/25 clerk@haverthwaitepc.co.uk

AGENDA

1. **To receive apologies for absence**

2. **To approve co-option of Erin Hitchen.**

3. **Minutes of Last Meeting:** To authorise the Chair to sign the minutes of the Parish Council meeting held on 16th June, 2025 as a true record.

4. **Declarations of Interest:** To receive declarations of interest where a member has a disclosable pecuniary interest in respect of items on this agenda

5. **Requests for Dispensation:** To receive requests for a dispensation to speak and/or vote on any matter where a member has a disclosable pecuniary interest in respect of items on this agenda

6. **Public Participation**
   a. Community participation: Members of the community will be given the opportunity to speak, ask questions or raise matters of interest with regard to this agenda
   b. Unitary Authority update:
   c. LDNPA update

7. **Update on issues and actions from the previous meeting (not already on agenda):**

8. **Planning:**
   a. To respond to planning applications received since the previous meeting
   7/2025/5407 – 1 Leven Court, Backbarrow – change of use from commercial use to one bedroomed flat.

   7/2025/5404 - Pipistrel House, Finsthwaite Lane, Backbarrow, Cumbria, LA12 8QD - New dwelling in the garden of existing dwelling

   7/2025/5363 – Hilltop House, Haverthwaite LA12 8JR – change of use from one house and one holiday let to one house. *To ratify response submitted under delegated powers of neutral.*
   b. Decisions made since the previous meeting:
   c. To discuss email from Lindale & Newton PC proposing a forum to discuss common issues of 2nd homes & planning enforcement in LDNP.

9. **Community**
   - St Anne's graveyard
   - Noticeboards

10. Highways, footpaths, hedges & verges:

a. Parish Lengthsman jobs & update
b. Issues to report on HIAMS
c. Streetlighting updates
- to consider quotes for clearing vegetation/trees bridge path
- to consider Altitude Services quote for replacement bulbs bridge path

11. Finance, Governance and Audit:

a. To note resignation of curent Clerk Beth Workman and approve signing of contract for the appointment of new Clerk, Janet Taffs from September.
b. To approve budget for purchase of Parish Council laptop
c. To note completion of bank reconciliation and budget review for qtr 1
d. To note NJC 2025 salary pay award effective 1st April 2025.

e. The Parish Council to approve the payment of the invoices received since the last meeting:

i) Leven Valley CE Primary School (Sept)- £37.50
ii) Parish Clerk expenses to Sept 2025 - £93.10
iii) Parish Clerk Salary Qtr 2 (by standing order) - £633.50
iv) Parish Clerk Qtr 2 adjustment due to NJC increase - £40.20
v) HMRC £168.40 (qtr 2)
vi) Information Commissioner - £52
vii) A Workman (lengthsman) - £TBC
viii) Altitude services - £TBC
ix) ACW Cleaning (bus shelters August) - £120
x) Churchyard grasscutting contribution - £700
xi) Cheque to be paid to B Workman for laptop & phone purchase.

g. To sign cancellation of current salary standing order effective close qtr 2.

h. Banking - to sign:
-approval of Janet Taffs to receive bank correspondence as Clerk and be added as bank signatory
- removal of Beth Workman as signatory.

i.To note introduction of Assertion 10 to AGAR Governance and approve/review the following policies in line with requirements and discuss website accessibility options.

- IT policy
- Freedom of Information Policy
- Privacy/Data protection policy
- Data Retention & disposal policy

12. Correspondence, meetings attended and consultations:

13. Items for the next agenda:

14. To confirm the date and time of next Meeting as Tuesday 4th November 2025 at 7.00 p.m. @ Outback Hall, Leven Valley School, Haverthwaite.