Minutes of the meeting of Haverthwaite Parish Council held at Outback Hall, Leven Valley School, Haverthwaite on Tuesday 2nd September, 2025

Present: Cllrs: Sanderson; Stoddart; Bevins; Fleming; Riley; Hitchen (from agenda item 2).

114/25 To receive apologies for absence
None
115/25 To approve co-option of Erin Hitchen.
Resolved: To approve. A declaration of acceptance of office was signed.
Training schedule ha
been circulated.
116/25 Minutes of Last Meeting:
Resolved: that the minutes of the Parish Council meeting held on 16th June, 2025 are signed as a true record.
117/25 Declarations of Interest:
None
118/25 Requests for Dispensation:
None
119/25 Public Participation
a. Community participation:
Member of the public attended to request 20 MPH for the stretch of road A590 to B5278 (Haverthwaite crossroads to Lowood Bridge). The Parish Council are happy in general principle to support the request. Clerk to contact Highways to register the request and put on the next agenda.
b. Unitary Authority update: Cllr Bloomer updated on:
- devolution process, options and issue of unknown funding package relating to this. Mayoral election would be 2027 if it goes ahead. Decision will be made by W&F at the next meeting
- future bin collections as unitary authority
- safety of crossing A590 near the railway station.
- signage has gone up for the speed of cyclists coming down the hill from Brow Edge to Lowood. Thanks passed onto W & F Council.
c. LDNPA update – none.
120/25 Update on issues and actions from the previous meeting (not already on agenda):
None
121/25 Planning:
<u>a.To respond to planning applications received since the previous meeting</u>
7/2025/5407 – 1 Leven Court, Backbarrow – change of use from commercial
use to one bedroomed flat.
Resolved: Response of support.
7/2025/5404 - Pipistrel House, Finsthwaite Lane, Backbarrow, Cumbria, LA12
8QD - New dwelling in the garden of existing dwelling
Resolved: Response of objection based on scale of the development/possible overshadowing & loss of privacy and proximity to the road. Also to express concern re access, closeness to railway and that it should be for local occupancy only.
7/2025/5363 – Hilltop House, Haverthwaite LA12 8JR – change of use from one
house and one holiday let to one house. *Resolved: To ratify response of*

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neutral submitted under delegated powers.
b. Decisions made since the previous meeting:
7/2025/5363 – permitted
c. To discuss email from Lindale & Newton PC proposing a forum to discuss common issues of 2nd homes & planning enforcement in LDNP
Cllr Hitchen will attend the proposed meeting and feedback to the PC.

122/25 Community
- St Anne's churchyard –The clearing work that the Parish Council contributed towards has now taken place. The Parochial Church Council have plans for other works within their budget. Email received from member of the public regarding planters obstructing stones. The Church warden has advised that this is being dealt with.
- Noticeboards – key not yet located to be able to move the noticeboard from Haverthwaite bus shelter to Linsty Green but the Lengthsman has a spare noticeboard becoming available that can be used.
Lowood board requires new Perspex.
Playing fields board has lost a door – in the keeping of the Lengthsman until it is fixed.

123/25 Highways, footpaths, hedges & verges:
a. Parish Lengthsman jobs & update – see noticeboards. No current invoice.
b. Issues to report on HIAMS - none
c. Streetlighting updates
- to consider quotes for clearing vegetation/trees bridge path
2 quotes received.
Quote A - £340 + VAT with an option for some further pruning recommended @ £100 +VAT
Quote B - £500 (with suggestion of clearing of some of the woodland area for safety.)
Resolved: To proceed with Quote A - Timber Hitchings.

- to consider Altitude Services quote of £2084.75 + VAT for replacement bulbs bridge path
Resolved: To approve quote which will proceed once tree pruning works are completed and access to lights. It was noted that the budget for streetlighting will be almost spent once the current works have taken place but there are reserves and other budget allocations which can be utilised in order to carry out the further LED bulb replacements.

124/25 Finance, Governance and Audit:
a. Resignation noted of current Clerk Beth Workman and approved signing of contract for the appointment of new Clerk, Janet Taffs from September.

b. Budget of £400.10 incl VAT & Microsoft office x 1 year approved for purchase of Parish Council laptop. Clerk to obtain and set up ahead of handover.

c. Completion of bank reconciliation and budget review for qtr 1 noted (circulated)

d. NJC 2025 salary pay award effective 1st April 2025 noted (circulated)

e. Payment approved of the invoices received since the last meeting:
i) Leven Valley CE Primary School (Sept)- £37.50
ii) Parish Clerk expenses to Sept 2025 - £83.10
iii)Parish Clerk Salary Qtr 2 (by standing order) - £633.50

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iv)Parish Clerk Qtr 2 adjustment due to NJC increase - £40.20
v) HMRC £168.40 (qtr)
vi) Information Commisioner - £52
vii)ACW Cleaning (bus shelters August) - £120
viii)Churchyard grasscutting contribution - £700
viiii)£400.10 (inc VAT) to Clerk for laptop purchase.
x) Npower: (all by direct debit incl VAT)
Jan 25 - £410.56
Feb 25 - £330.52
Mar 25 - £311.81
Apr 25 - £246.78
May 25 - £204.78
June 25 - £171.79
July 25 - £190.66

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

h. Banking forms approved to:

- approve Janet Taffs to receive bank correspondence as Clerk and be added as bank Signatory.

- remove 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 web-site accessibility options.

The following policies were reviewed/approved.

- IT policy

- Freedom of Information Policy

- Privacy/Data protection policy

- Data Retention & disposal policy

The current website does not meet the new accessibility regulations.

Options are to appoint a website auditor to assess and report on changes needed which IH Media could then implement at a cost to be confirmed. It is also recommended to have either .org.uk or .gov.uk email address and IH Media quote for the necessary work to achieve this is £961.22. And/or + £22 per dedicated email address for 10GB storage.

Option 2 would be to build a new website from the ground up to meet the requirements and keep updated/manage. Aubergine 252 offer this service and provide .gov.uk websites for a lot of other Parish Councils. Cost of website:

- set up is £499 + VAT and free .gov.uk for year 1.

- year 2 @ £199+VAT for website hosting and support + £100 +VAT for domain.

- And separate email provision through Cloudnext @ £50 + VAT per annum.

Resolved: To put on the next agenda and gather more costings/options.

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125/25 Correspondence, meetings attended and consultations:
Npower update re changes to metered supply.
126/25 Items for the next agenda:
20 MPH/Assertion 10/report from Meeting re LDNP 2nd homes.
127/25 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.
Confirmed

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