

# BEETHAM PARISH COUNCIL

Clerk: J. Harvey, Bouskill, Yans Lane, Storth, LA7 7LJ Tel: 015395 62970  
<https://www.beetham-pc.gov.uk>

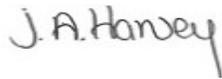
e: [clerk@beetham-pc.gov.uk](mailto:clerk@beetham-pc.gov.uk)

25<sup>th</sup> November 2025

Dear Parishioner,

You are invited to attend a meeting of Beetham Parish Council to be held on 1st December in Beetham School at 7pm for the purposes of considering and resolving the business to be transacted at the meeting as set out in the agenda below.

Yours sincerely



(Clerk to the council)

## 1. Apologies

To accept and record any apologies for absence

## 2. Declarations of Interest

To receive declarations, by elected and co-opted members, of interests in respect of items on this agenda.

## 3. Minutes of the Parish Council Meeting held 3<sup>rd</sup> November 2025

To authorise the Chairman to sign, as a correct record, the minutes of the Meeting held 3<sup>rd</sup> November

## 4. Councillor vacancies

4.1 To welcome new co-opted East ward Councillor Hannah Gardner

4.2 To note the resignation of Alan Marsden and consider the appointment of a Vice Chair

## 5. Public Participation/Open Session

The Chairman will invite residents to make representations on any item on this agenda or to bring matters to the attention of the Council for consideration for inclusion in a future agenda.

### District Councillor's Report

To receive, for information, items relevant to the Parish (Items raised for decision will appear on the agenda for the next meeting).

## 6. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public

## 7. Applications for Development (Appendix A)

7.1 To examine any applications for development and submit any observations to the Planning Authority

7.2 To ratify any observations submitted by the clerk under devolved powers since the last meeting

7.3 To note any decisions of the statutory planning authority about recent applications

## 8. Financial matters (Appendix B)

8.1 To note the completed current account switch from Barclays to Unity Trust Bank

8.2 To approve payments detailed

8.3 To receive and note detailed bank receipts and balances to 25<sup>th</sup> November 2025

8.4 To note the cash book reconciled to the bank statements

8.5 To receive and note the minutes of the Finance Committee meeting

8.6 To approve the updated Financial Regulations (circulated).

8.7 To consider the appointment of an Internal Auditor

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8.8 To consider and approve the 2026/2027 budget recommended by the Finance Committee (circulated)

## **9. Progress reports (Appendix C)**

To receive information and/or determine action, as appropriate, on the items in the following reports: -

- 9.1 Cllr Gardner – Parish Pollination Zones
- 9.2 Cllr Duff - Community Resilience Plan

## **10. Parish Land Working Group (Appendix D)**

To receive information and/or determine action, as appropriate, on the items in the PLWG update.

## **11. Policy Review Group**

To receive updates from the Policy Review Group and consider the following policies and procedures for approval: Planning Procedures, Complaints Procedure, Tree Management policy, Staffing Committee terms of reference.

## **12. Personnel Matters**

To receive any updates since the last meeting

## **13. New matters for consideration (Appendix E)**

- 13.1 Restoration of footpaths through Underlaid Wood, Storth following tree felling.
- 13.2 Placement and size of verge side signs advertising local events around the parish
- 13.3 Placing of signs in the Orchid Triangle, Storth
- 13.4 Community Governance Review report (circulated)
- 13.5 Parish Lighting: Transfer of ownership (circulated)
- 13.6 Grant application from Brightening Beetham for Christmas Tree(s) (Circulated)

## **14. Clerk's report (Appendix F)**

To receive a summary of work undertaken by the clerk since the last meeting, issues outstanding, and to receive correspondence, with an opportunity for councillors to raise questions.

## **15. Councillor reports**

To receive, for information only, reports from councillors on matters relevant to the Parish.

- 15.1 Cllr Greifenberg - Arnside and Silverdale National Landscapes Exec Committee (Circulated)
- 15.2 Cllr Duff – Burton in Kendal Education Foundation.

## **16. Agenda for the next meeting**

To receive notice of items to be included on the agenda of the next meeting

## **17. Date of the next meeting**

To confirm that the date of the next meeting is Monday 5<sup>th</sup> January at Storth Village Church

**Due to space restrictions in the notice boards, appendices are only available with the agenda on the website**

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## Appendix A

### Planning decisions Nov 2025

WFC Ref	Address	Development	WFC Decision	Date made
2025/1981/TCA	Orchard Cottage 40 Leighton Beck Road Slackhead Carnforth LA7 7AX	T1-Cedar Deodar-Fell Close to property and out grown it's location. Blocking light and the needles have caused the roof valley to block which has caused damage to the internals of the property. T2-Buthan Pine-Fell-adjacent to T1 with same issues as T1. T3-Maple-Crown raise over roof of stables and car parking area to height of 8m (approximately).	Tree Ca No Objection	13/11/25

### Planning applications Nov 2025

WFC Ref	Address	Development	Type	Decision
2025/2021/DISC	HAZELWOOD STORTH ROAD STORTH MILNTHORPE LA7 7JA	Approval of Details Reserved by Condition 3 (External materials) attached to planning permission 2025/1141/HOU (Appeal Ref APP/K0940/D/25/3371752	Approval of Details Reserved by Condition(s)	No Decision
2025/2142/TCA	WHINSCAR HOUSE 28 LEIGHTON BECK ROAD SLACKHEAD LA7 7AX	This is a very large cooking apple tree at the bottom of the garden which has not been pruned for many years. It is overgrown, dense and straggly and showers apples all over the driveway which we share with the Blackberry Hill properties. We wish to have the tree professionally pruned and reduced in size while it is dormant over the winter	Tree in Conservation Area	No Decision

## Appendix B

### 8.2

46	SCRIBE ACCOUNTS MONTHLY	01/11/25	31.00	6.20	37.20
47	SCRIBE ACCOUNTS MONTHLY	24/11/25	31.00	6.20	37.20
48	A2A ADVERTISING LIMITED	31/10/25	75.00	15.00	90.00
49	PARKIN AND JACKSON LIMITED	05/11/25	500.00	100.00	600.00
50	RGARDEN (PARISH STEWARD)	16/11/25	860.00	0.00	860.00
51	J. HARVEY -POSTAGE	06/11/25	8.85	0.00	8.85
52	J. HARVEY – PRINTER PAPER	14/11/25	7.50	0.00	7.50
53	J. HARVEY – ANTIVIRUS SOFTWARE	07/11/25	23.78	4.78	28.56
54	D. PHELAN – LOCKS + NUTS	29/10/25	38.47	7.69	46.16
55	J. HARVEY – SALARY	30/11/25	742.48	0.00	742.48

Unity Trust Bank @ 25<sup>th</sup> November £39,490.95  
Bank receipts to 25<sup>th</sup> November: Ground rent £8.34

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## 8.5

Finance Committee Meeting Minutes  
Thursday 13<sup>th</sup> November 2025, 7pm Wheatsheaf, Beetham  
Present: Cllrs Greifenberg, Phelan and Duff  
Clerk: Jessica Harvey

### 1. Chair

Cllr Phelan was elected as Chair of the Finance Committee

### 2. Financial regulations

The Financial Regulations template from NALC was AMENDED to reflect the situation in Beetham Parish Council.

It was AGREED that the clerk should purchase a hard drive for backing up council documents.

It was AGREED that the Standing Orders should be reviewed in January.

It was DECIDED that the clerk should draw up a schedule of regular payments to be authorised in advance at the start of the next financial year.

APPROVAL was given for the clerk to upgrade the security software on the computer used for the council's financial business.

### 3. Financial controls

It was NOTED that the council's finances and assets are protected by adequate insurance and that there is a comprehensive assets register.

### 4. Internal Auditor

It was DECIDED that the appointment of an Internal Auditor should be on the agenda for the December Council meeting

### 5. Financial risk assessment

It was AGREED that the Council's financial risk assessment should be updated and written in table format, ready for approval at the January Council meeting.

### 6. CIL Funding

It was DECIDED to defer the review of the funding received and proposal of recommendations for its spending until the next Finance Committee meeting in June.

### 7. Bank Reconciliations

The Chair verified and signed the bank reconciliations produced against the bank statements. It was AGREED that this would be done at every Council meeting.

### 8. Chair's Allowance

It was DECIDED to keep the Chair's Allowance at the same level and AGREED that the clerk should investigate the payment of expenses for small expenditures for all Cllrs.

### 9. Clerk's wages

It was NOTED that the clerk's annual salary increase would have little impact on the budget.

### 10. Budget

The budget for 2026/2027 and the precept were PREPARED for recommendation for approval at the next council meeting.

The meeting closed at 9:15pm

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## 8.7

Hi Jessica,

Thank you for getting in touch with Lakes Internal Auditing. I appreciate your interest in my services.

I provide independent internal audit services and system reviews, ensuring compliance with the Annual Governance and Accountability Return (AGAR) and relevant auditing standards. My reviews cover key areas such as:

- Cashbook inspection
- Meeting minutes review
- S.137 expenditure compliance
- Risk management & insurance
- Asset and budgetary controls
- VAT & petty cash controls
- Payroll and payments
- Bank reconciliations & year-end procedures

All audits are conducted digitally, so no physical paperwork is required. I carry out spot checks and may request photographic evidence where necessary, such as signatures on meeting minutes, to verify compliance. Audits are completed in line with AGAR guidelines, Moore UK or PKF Littlejohn requirements, and the SAPPP.

## Appendix C

### Pollination Zones

After the initial proposal an inaugural meeting was held on 20th Oct 2025.

Attended by several Beetham area residents who agreed to explore the possibility of pollination zones on the A6 verge near the Primary school.

A M contacted Beetham School who raised no objection.

A M contacted Highways who had no objection in principle but said we would need insurance and a planting licence!

There have been no further meetings.

## Appendix D

### Ref 06 2025 Green Lane Overhanging Tree



19<sup>th</sup> November the Arboriculturists Jon Oliver and the Parsh Steward Rob Wilson attended the site and successfully trimmed the overhanging tree.

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Ref 07 2025 Green Lane – Brambles growing on Grass verge



17<sup>th</sup> November Parish Steward strimmed the area back up to the wall to remove brambles.



The cuttings from the work were removed by 2 Beetham Parish Volunteers using 6 green bins from local residents and 4 builder's bags

Photo showing the last 2 builders bags waiting to be taken to the tip..



## Assets

The bench at Storth Triangle has now been dismantled by Beetham Parish council Volunteers and the debris removed. It is hoped the new bench using recycled plastic purchased by the Parish Council can be in place before Christmas.



The old bench where you can just see the support under the sitting area to make the bench safe. This was the reason why the bench is being replaced.



The bench has now been dismantled, and the concrete frame has been taken to the tip

{The wooden bench slats can be seen on the concrete base waiting removal}

The new bench is now in situ

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## Chat Bench

The first of the chat bench signs is now in place at Four Lane ends in Storth

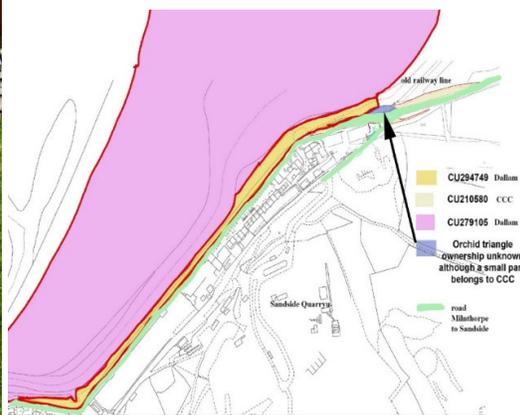


## Appendix E

### 13.3

The Orchid Triangle is a small patch of land just by the side of the Milnthorpe to Sandside Road just opposite where the road to Sandside Quarry forks off to the left. It is bounded by the road and the fence in the picture below. The rocks are to stop lorries driving over it when they turn round.

It is home to 4 of our native orchids, Fly Orchids, Greater Butterfly Orchids, Common Spotted Orchids and Twayblades. It is well known to most of the Orchid fraternity. It is managed by the Arnside and Silverdale National Landscape team. Its ownership is problematic. It was originally owned by the forerunner of British Rail but when the railway was closed bits were sold to Dallam and the CCC highways but that bit got left off the maps. The orchids on it are also being monitored for the Arnside and Silverdale National Landscape species recovery programme.



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## Appendix F

Clerk's Report to the meeting held on Monday 1<sup>st</sup> December 2025

**Correspondence received since last meeting:** For Information Only

FROM	TOPIC	ACTION
CALC	Various briefings and updates	Circulated
W+F Council	Various briefings and updates	Circulated
NALC	Various briefings and updates	Circulated

## Clerk's actions from previous meetings

MEETING/MINUTE NUMBER	ACTION	COMPLETED (?)
Nov 6	Invite new co-opted governor to next meeting	Present at meeting
Nov 7.1	To submit a comment on application 2025/1981/TCA regarding the tree felling	Submitted
Nov 8.5	To upload Finance Committee Terms of Reference to the website	On website
Nov 8.6	To upload Chair's Allowance Policy to the website	On website
Nov 11	To upload the approved policies to the website	On website

## Other actions

- Prepared documents and figures for the Finance Committee meeting on 13<sup>th</sup> November
- Posted Cllr Marsden's declaration of Interests
- Posted official notice of vacancy following Cllr Marsden's resignation on noticeboards/website – ends 28<sup>th</sup> November