

# BEETHAM PARISH COUNCIL

Clerk: J. Harvey, Bouskill, Yans Lane, Storth, LA7 7LJ Tel: 015395 62970 e: [clerk@beetham-pc.gov.uk](mailto:clerk@beetham-pc.gov.uk)  
<https://www.beetham-pc.gov.uk>

Minutes of the extraordinary meeting of Beetham Parish Council held at 7pm on Monday 11<sup>th</sup> August at Storth Church

Present: Cllrs Greifenberg (Chair), Phelan, Duff, Knowles, Meakin

Clerk: Jessica Harvey

(To be presented for acceptance at the Parish Council meeting on 1<sup>st</sup> September 2025)

## 1. Apologies

Apologies were received and ACCEPTED from Cllr Marsden (holiday)

## 2. Declarations of Interest

There were no declarations of interest

## 3. Public Participation/Open Session

There were no members of the public present.

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

There were no members of the public present

## 5. Progress reports

The PLWG submitted 5 separate proposals to the council.

Proposal 1: It was AGREED that the missing stone be replaced in the wall as proposed, to be actioned by Cllr Phelan

Proposals 2 + 3: It was AGREED that 2 new benches could be purchased using last year's CIL money, Cllr Phelan to forward the chosen bench information to the clerk to order.

Proposal 4: It was AGREED that Cllrs Phelan and Marsden could undertake minor repairs to the Parish noticeboards, submitting receipts to the clerk for re-imburement for materials bought.

Proposal 5: It was AGREED to accept the quote for the bramble work in the cutting, the clerk to contact the contractor.

## 6. Applications for Development (Appendix A)

Applications received and decisions made were NOTED with no comments

## 7. Personnel matters

It was AGREED that the clerk forward the response to the SAR which is now complete.

It was AGREED that the clerk, Mrs Jessica Harvey, would be the council appointed liaison with ARAG Law. A form of authority was circulated and signed by all councillors present, the Chair to forward.

## 8. Financial matters

8.1 Application of the backdated pay award from NJC for clerks was APPROVED

8.2 It was NOTED that the current mandate does not allow the setting up of standing orders

8.3 It was DECIDED not to change the banking mandate since the plan is to move to Unity Trust soon

8.4 The payments detailed in Appendix B were APPROVED

8.5 Bank receipts and bank balances as of 31<sup>st</sup> July 2025 detailed in Appendix B were NOTED

8.6 The bank statements were circulated, and it was NOTED that the cash book on SCRIBE reconciled to the bank statements

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## 9. New matters for consideration

9.1 The following policies were APPROVED for adoption: Code of Conduct, Non-compliance with the Code of Conduct, Co-option Procedure, Data Protection Policy, Social Media Policy, Training Policy, Appraisal Policy, Appraisal Protocol, Grant Policy.

9.2 It was DECIDED that there was a need for a Policy Committee; Cllrs Greifenberg, Phelan and Duff were APPOINTED.

9.3 The importance of having .gov.uk emails for all councillors was RECOGNISED. It was AGREED to adopt their use to ensure legal compliance

9.4 No election has been called by Parishioners, so it was AGREED to proceed with Co-option to fill the East Ward vacancies

9.5 It was AGREED to forward the letter about the traffic at Slackhead to Cllr Audland to action since W+F Council have responsibility for highways

Meeting ended 8:10pm

## Appendix A

### Planning decisions July 2025

WFC Ref	Address	Development	WFC Decision	Date made
2025/0456/HOU	FELLSIDE HALE MILNTHORPE LA7 7BL	Alterations to garage/shed including raising of the roof height by 500mm with box profile metal roof sheets, window alterations and new cladding.	Approved With Conditions	01-Jul-25

### Planning applications July 2025

WFC Ref	Address	Development	Type	Decision
2025/1289/HOU	PRIMROSE BANK SHAW LANE STORTH LA7 7JD	Two storey rear extension	Full	No Decision

## Appendix B

REF	DESCRIPTION	INVOICE DATE	NET	VAT	TOTAL
20	SCRIBE ACCOUNTS MONTHLY	01/07/25	31.00	6.20	37.20
21	MOORE EAST MIDLANDS – AUDITOR	21/07/25	210.00	42.00	252.00
22	RGARDEN (PARISH STEWARD)	21/07/25	580.00	0.00	580.00
23	CALC - NEW CHAIR TRAINING	24/07/25	30.00	0.00	30.00
24	J.HARVEY – SALARY	31/07/25	808.12	0.00	808.12
25	SCRIBE ACCOUNTS MONTHLY	01/08/25	31.00	6.20	37.20

Barclays Bank Community Account £29,152.33

Barclays Bank Business Savings Account £19,972.48

Total in Banks £49,124.81

BANK RECEIPTS TO 28TH JULY: Ground rent £208.34, VAT rebate £1,605.11