

BEETHAM PARISH COUNCIL

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

5th May 2026

Dear Parishioner,

You are invited to attend the annual meeting of Beetham Parish Council to be held on 11th May 2026 in Storth Church 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. Chair

To elect a Chair for the Council Year 2026-27 and to receive the Declaration of Acceptance of Office.

2. Apologies

To accept and record any apologies for absence

3. Vice Chair

To elect a Vice chair for the Council Year 2026-27 and to receive the Declaration of Acceptance of Office.

4. Declarations of Interest

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

5. Minutes of the Parish Council Meeting held 13th April 2026

To authorise the Chair to sign, as a correct record, the minutes of the Meeting held on 13th April 2026

6. Appointment of Representatives:

To consider the appointment of Parish Councillors to the following positions or as representatives on external bodies:

Position

Beetham Exhibition Trust
ASNL Executive
Burton in Kendal Education Fdn
Finance Group
Biodiversity Committee
East Ward Planning
West Ward Planning
Parish Newsletter
Parish Assets Group
Staffing Group
Community Emergency Plan

Currently

Cllrs Greifenberg + Duff
Cllr Greifenberg
Cllr Duff
Cllrs Greifenberg, Phelan (Chair) + Duff

Cllrs D. Clark, Gardner, Low
Cllrs Greifenberg, Phelan, Duff, J. Clark
Cllr Duff
Cllrs Greifenberg + Phelan
Cllrs Phelan (Chair) + Duff

7. Councillor vacancies

To review the application received to become a co-opted councillor for the West ward. (Documents circulated)

8. Public Participation/Open Session

The Chair 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).

9. 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

10. Financial matters (Appendix A)

10.1 To approve payments detailed

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- 10.2 To note that the cashbook reconciles to the bank statements
- 10.3 To note the report received from the Internal Auditor and agree actions advised
- 10.4 To approve and authorise the Chair to sign the Annual Governance Statement 2025/26
- 10.5 To approve and authorise the Chair to sign the Accounting Statements 2025/26
- 10.6 To agree dates for the Exercise of Public Rights notice (3rd June to 14th July)
- 10.7 To note the Data Processing Agreement (DPA) made with Scribe
- 10.8 To agree a date for a Finance Group meeting
- 10.9 To review and approve the Financial Regulations (circulated)
- 10.10 To discuss a request for SLCC membership (circulated)

11. Applications for Development (Appendix B)

- 11.1 To examine applications for development
- 11.2 To ratify any observations submitted by the clerk under devolved powers since the last meeting
- 11.3 To note any decisions of the statutory planning authority about recent applications
- 11.4 To receive updates on planning application SL/2022/1177, Land at Park Road and Quarry Lane, Sandside LA7 7HW

12. Progress reports (Appendix C)

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

- 12.1 Biodiversity Committee
- 12.2 Improvements/changes to the website
- 12.3 Next newsletter – Cllr Duff
- 12.4 Book swap boxes – Cllr Duff
- 12.5 Community Emergency Plan – Cllr Duff
- 12.6 Council stalls for representation at community events – Cllr Duff
- 12.7 Electronic file sharing
- 12.8 Burntbarrow plantation

13. Parish Land working group (Appendix D)

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

- 13.1 PLWG summary of the year
- 13.2 Installation of the new bench at the end of Green Lane
- 13.3 Replacement of noticeboards (details circulated)
- 13.4 Tree from the cutting overhanging the Ship car park
- 13.5 Constant winter flooding of the Ship car park from the cutting.

14. Document review

- 14.1 To review and approve the Code of Conduct (circulated)
- 14.2 To review and approve the Standing Orders (circulated)
- 14.3 To review and approve the Scheme of Delegation (circulated)
- 14.4 To note the Policy Review Schedule (circulated)

15. Councillor training (Appendix E)

- 15.1 To discuss the Councillor Appraisal form (circulated)
- 15.2 To discuss full council Code of Conduct training
- 15.3 To approve upcoming training requests

16. New matters for consideration

- 16.1 Replacement map for the board by Storth Memorial

17. Personnel matters

- 17.1 To receive the results of the clerk's annual appraisal
- 17.2 To arrange a meeting between the staffing group and the clerk

18. Clerk's report (Appendix G)

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

19. Agenda for the next meeting

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

20. Date of the next meeting

To confirm that the date of the next meeting is Monday 1st June at Beetham School

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Appendix A

8	LAKES AUDITING SERVICES	18/04/26	225.00	0.00	225.00
9	RGARDEN	23/04/26	750.00	0.00	750.00
10	CALC TRAINING CLLR DUFF- SOCIAL MEDIA	22/04/26	30.00	0.00	30.00
11	SLCC – CLERK CiLCA COURSE	30/04/26	495.00	0.00	495.00
12	HMRC- PAYE/NI	30/04/26	5.40	0.00	5.40
13	J.HARVEY - CLERK'S WAGES	30/04/26	737.08	0.00	737.08
14	JHARVEY – ALLOWANCES	30/04/26	332.10	0.00	332.10
15	JHARVEY- CARTRIDGE SAVE	01/05/26	99.69	19.94	119.63
16	CLLR J. CLARK – WEEDKILLER	29/04/26	50.40	0.00	50.40
17	SCRIBE ACCOUNTS MONTHLY	01/05/26	31.00	6.20	37.20

Unity Trust Bank @ 30th April Current: £10,375.44 Savings: £105.91
 Bank receipts to 30th April: Ground rent £8.34, VAT refund £700.80

Appendix B

Planning decisions April 2026

WFC Ref	Address	Development	WFC Decision	Date made
2025/2467/HOU	GLEN FARRELL CARR BANK ROAD STORTH MILNTHORPE LA7 7LE	Proposed two-storey extension to provide annex accommodation and erection of outbuilding.	Approved With Conditions	17/04/26
2026/0160/DISC	THE JOINERS SHOP 1 LEIGHTON BECK ROAD SLACK HEAD MILNTHORPE LA7 7AX	Approval of Details Reserved by Condition 5a (contamination) attached to planning permission 2024/2210/FPA	Part Discharge Of Conditions	15/04/26

Planning applications April 2026

WFC Ref	Address	Development	Type	Decision
2026/0675/TCA	LONG ORCHARD BEETHAM MILNTHORPE LA7 7AL	T1) Oak- Fell - Self seeded and growing on boundary and affecting neighbouring garden	Tree in Conservation Area	No decision
2026/0402/HOU	CHEVIOT 13 HILLCREST DRIVE SLACKHEAD MILNTHORPE LA7 7BB	Proposed extensions to south elevation, terrace on existing flat roof of the garage and balcony with stairs to provide external access	Householder	No decision

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Appendix C

12.2

Suggestions so far:

Home page buttons and contact us links.

Perhaps a monthly events calendar (not just BPC) but for Beetham and Storth village events, with link buttons would help us to become a 'go-to' page for village information?

Signposting to community organisations,

Put news from the area on ie events, special days, news from the police relevant to the area etc.

12.3

Suggestions so far:

Storth Stampede

Pop-up pub

Heron Theatre, to find out history, funny stories etc

The woods

Showcase event report and pictures, next year Beetham!

Couple of items re keeping safe in the water etc

Invite grant applications

12.6

Community events – think about having something that would draw people to our table/stall, ie a game, competition, branded pens etc. Have display on what we've achieved (like showcase event) plus what we're doing with the website and social media, sign people up for electronic newsletter and alerts etc, hope to have the latest newsletter available. Other ideas?

Lynda +???? To attend Storth Fete on 27/06

Bob + ??? To attend Beetham Sports on ???

Other ideas?

We need our own display board if we are going to be doing more community engagement.

Decision on whether to have floor standing or tabletop.

Appendix D

13.1

Summary of Parish Land Working Group 2025

Over the past 12 months the Parish Land Working Group (PLWG) has worked on many projects. Each recommendation identified by the PLWG has to be submitted to the full Council for approval

The following activities are listed below referencing the Parish Council meeting where the request for the action was agreed

BPC Meeting May 2025

Local Arboriculturist sent in a Quote for a Tree Survey in the Parish owned Railway Cutting

Agreed by full Council point to accept the quote. Point 8.1

The Tree survey was undertaken 29/07/2025

BPC Meeting June 2025

Point 6.2 Concern raised by a resident regarding 2 tall trees in the cutting overhanging their property.

PLWG was asked to involve the Arboriculturist

During the Tree Survey the Arboriculturist spent time with the resident and PLWG Councillor where it was demonstrated that the trees were safe. It was also agreed that he will revisit the resident again next year.

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The Tree survey was undertaken 29/07/2025

BPC Meeting August 2025

Following the Asset survey, 2 benches owned by BPC were identified as in need of replacing. A quote was received for the replacement of the benches

The Council agreed to accept the quote. Point 5.2

Following a concern from a local resident a quote for the cutting back of the brambles in the Railway Cutting was presented to the Council. The Council agreed to accept the quote Point. 5.5

Action was completed 17th November 2025

Point 5.4 The Council agreed that "2 named Councillors could undertake Minor Repairs submitting receipts to the Clerk"

Below are some of the actions undertaken by PLWG following the above decision

- 1 Beetham Noticeboard had the rotting Header Board refurbished to prevent further deterioration. *Work completed October 2025*
- 2 Storth replacement Bench was installed *Completed November 2025*
- 3 Turn key lock installed in Beetham Noticeboard *Completed January 2026*
- 4 Chatty Bench sign installed on bench in Storth *Completed November 2025*
- 5 Removal of Green waste by two councillors following the cutting back brambles on Storth Road – saved the council removal fees. *Completed November 2025*

BPC Meeting September 2025

It was requested that BPC purchase Hi Vis jackets for use of PLWG Volunteers to wear when undertaking work on behalf of BPC. The quote presented to the Council was accepted. Point 13.7

BPC Meeting October 2025

PLWG was approached by a local resident to clean the Storth War Memorial before Remembrance Day 2025. Following multiple quotes provided to the Council it was agreed by the Council accepted the most appropriate. Point 4.2

Work was completed on 04/11/25

A request to cut back a tree overhanging from the cutting onto Green Lane was approved by the Council. Point 6.1

Work was completed 19th November 2025

BPC Meeting November 2025

Following a request from a local resident the Council agreed to fund the cutting back of the brambles along Storth Road a variety of options and costings were presented to the Council.

The most appropriate one was agreed by the Council. Point 10.2.

Work was completed on 17th November 2025

13.3

There are 2 Beetham Parish Noticeboards that have been identified as being in urgent need of replacement. These are Carr Bank and Hale. The Material suggested is *Man Made Timber* which will not rot.

Carr Bank is slightly worse than Hale

Parish Council Decision – Replace one (£1551.20) or 2 (£2575.47) – Plus VAT and Delivery

13.4

Jon Oliver, arboriculturist, has confirmed that there is a tree damaging the wall in the Ship Car Park and it will need to be removed. As the tree has a TPO on it, permission will have to be sought before work can be undertaken. Jon will do this as part of his work for us at no extra cost. He believes this permission usually takes 6 to 8 weeks. He will also suggest, to make the request go smoothly, that BPC purchase and plant a tree to replace it. He will provide us with suggestions for this and also the name and address of a local "tree provider"

He also suggested that the stump be "plugged" to prevent growth returning. Apparently, this something that Scott Thwaites can do.

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Appendix E

15.2

There is on-line Code of Conduct training by CALC on 26th May. Each councillor is responsible for booking themselves, multiple delegates gives a discount of 15% so £25.50/delegate. Alternatively, a trainer could come to the council for £275 plus the trainer's mileage and take about 1.5 hours, depending on questions.

15.3

Local council award scheme – clerk	22 nd June	£40.00
Agendas and minute taking – clerk	24 th June	£40.00
Digital AGAR- clerk	13 th July	TBC
Chairperson – new chair	2 nd June	£40.00

Met Office – Summer weather hazards 21st May

Appendix F

Clerk's actions from previous meetings

MEETING/MINUTE NUMBER	ACTION	OUTCOME
Jan 11.7	To investigating updating contact details with the land registry	Can be updated on one form, FOC but form awaiting completion
March 10.4	To investigate secure ways to share files electronically	OneDrive a possibility, still waiting for feedback from Cllr Low
April 7.8	To remove Cllrs Knowles and Meakin from online banking	Form to process removal awaiting signatures
April 7.14	To submit VAT claim for 2025/2026	Processed and in bank 28/04/2026
April 8.4	To contact W+F council regarding their apparently poor planning process	Email sent 15 th April
April 9.2	To book Heron Corn Mill, Beetham for next year's Parish Assembly	Booked for 22 nd April 2027
April 9.4	To circulate details about the Councillor's Forum available on Facebook	Link circulated
April 10.2	To inform chosen contractor to liaise with Cllr Phelan	Informed – waiting to hear back
April 11.2	To post The Dignity at work policy on website	Posted on website
April 11.3	To sign the Civility and Respect Pledge on behalf of the council	Signed, logo to put on website when homepage format agreed
April 11.5	To inform Beetham School of the agreement for a joint arboriculturist visit this summer	Beetham School informed

Other actions

- Attended further CiLCA training
- Attended Community Engagement using website webinar