

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>

30th June 2026

Dear Parishioner,

You are invited to attend the meeting of Beetham Parish Council to be held on 6th July 2026 in Storth Village 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. 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 1st June 2026

To authorise the Chair to sign, as a correct record, the minutes of the Meeting held on 1st June 2026

4. Councillor vacancies

To note the East Ward vacancy caused by David Clark who, having failed to attend any council meetings for six consecutive months without an approved reason, automatically ceased to be a councillor in June. Co-option can occur after 6th July unless an election has been called. Elections are due next May with no co-options taking place in the 6 months prior to that.

5. 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.

W+F 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. Financial matters (Appendix A)

7.1 To approve payments detailed

7.2 To note that the cashbook reconciles to the bank statements

7.3 To receive and note detailed bank receipts and balances to 1st July 2026

7.4 To review Q1 financial report

7.5 To approve the updated terms of reference for the finance group (circulated)

7.6 To receive the finance group meeting report and decide upon any recommendations

8. Applications for Development (Appendix B)

8.1 To examine applications for development

8.2 To ratify any observations submitted by the clerk since the last meeting

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

9. Progress reports (Appendix C)

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

9.1 Newsletter distribution – Cllr Duff

9.2 Parking issues around the Parish

9.3 Stall at Storth Fete and Beetham Sports

9.4 Community Emergency Planning

10. Parish Assets group (Appendix D)

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

10.1 New terms of reference for the parish assets group (circulated)

10.2 Wood preserver needed for assets

10.3 Tree causing wall damage at the Ship Inn car park

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10.4 Dry stone walls

10.5 Storth Map Board

10.6 Replacement convex mirror on Hale Green

11. Biodiversity Committee

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

11.1 Proposed new committee members

11.2 New date for postponed June 1st committee meeting

12. Policy review

To review and approve the following policies (circulated): Data Protection, Social Media and Reserves

13. New matters for consideration (Appendix E)

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

13.1 Replacing speed signs in Beetham

13.2 Local Plan Scoping Consultation (circulated)

14. Website "Contact us" form (Appendix F)

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

#2 Concerns regarding parking on Hale Green

#3 Parish Council provision of allotments in Beetham

#4 Concerns regarding the grass cutting on Hale Green

15. Staffing group

To receive the staffing group report and decide upon any recommendations (circulated)

16. 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.

14. Agenda for the next meeting

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

15. Date of the next meeting

15.1 To decide on the date (18th/19th) and venue for an extra ordinary meeting in August

15.2 To confirm that the date of the next scheduled meeting is Monday 5th October at Beetham School

Appendix A

23	RGARDEN	27/05/26	550.00	0.00	550.00
24	CALC TRAINING CLLR DUFF EDI	02/06/26	40.00	0.00	40.00
25	SOLOPRESS – NEWSLETTER	09/06/26	56.77	0.00	56.77
26	RGARDEN	09/06/26	750.00	0.00	750.00
27	CALC TRAINING CLLR DUFF CHAIRPERSON	17/06/02	40.00	0.00	40.00
28	DISCOUNT DISPLAYS	17/06/26	284.90	56.98	341.88
29	J. HARVEY – WAGES	30/06/26	737.08	0.00	737.08
30	SCRIBE ACCOUNTS MONTHLY	30/06/26	31.00	6.20	37.20
31	HMRC- PAYE/NI	30/06/26	54.22	0.00	54.22
32	JHARVEY – POSTAGE	03/06/26	3.30	0.00	3.30
33	CLLR J. CLARK – SEED SUPPLIES	23/06/26	84.29	0.00	84.29

Due to space restrictions in the noticeboards, further appendices can only be viewed with the agenda on the website

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Unity Trust Bank @ 30th June Current: £4,224.42 Savings: £30,0105.91

Bank receipts to 30th June: Ground rent £328.34

7.4

	Title	Agreed 11/5	Q1	Balance
Administration				
1	Staff Costs	10000.00	1602.96	8397.04
2	Insurance	480.00		480.00
3	Audit fees	450.00	225.00	225.00
4	Professional fees	1000.00		1000.00
5	Website	75.00		75.00
6	Subscriptions	465.00	589.00	-124.00
7	Training	1000.00	555.00	445.00
8	Room/Storage Hire	310.00		310.00
9	Clerk's Allowances	900.00	332.10	567.90
10	Office costs	400.00	240.43	159.57
11	Donations Sec 137	200.00		200.00
12	Grants Sec 137	1000.00	500.00	500.00
13	Chair's Honorarium Sec 137	120.00		120.00
14	Access Rental/Ground rent	100.00		100.00
15	Financial Software	390.00	93.00	297.00
16	Bank charges	82.00	14.00	68.00
			2548.53	10203.98
Grounds Maintenance				
17	Grass cutting	3000.00	750.00	2250.00
18	Land Maintenance	1000.00	50.40	949.60
19	Tree works	3000.00		3000.00
20	Parish Furniture Repairs	500.00		500.00
21	New Parish Furniture	2500.00		2500.00
22	Biodiversity	?		
			800.40	8399.20

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7.6

Finance Group Meeting Report 28th May 2026

Present: Cllrs Greifenberg, Phelan and Duff

Clerk: Jessica Harvey

1. Reserves Policy

The circulated reserves policy was discussed, and it was DECIDED that its adoption be proposed at the next full council meeting in July.

2. CIL grant

Having checked the spending criteria and associated timescales for this grant it was DECIDED that it would be best to use the £1847 this year and get a full council decision on whether to spend it on a noticeboard or benches.

3. Budget movements

The budget for the year was examined and a few transfers PROPOSED so that the newly formed Biodiversity Committee could be allocated funds. The proposals for the full governing body are:

£300 transferred from clerk's allowances to training

£1000 of the monies set aside for the employment dispute transferred to Biodiversity and £500 to training

4. Scribe

Councillors were asked if the members of the finance group should have read-only access to the Scribe Financial software. It was AGREED that this would be a good idea. Clerk to action

Appendix B

Planning decisions June 2026

WFC Ref	Address	Development	WFC Decision	Date made
2026/0561/FPA	BEETHAM NURSERIES BEETHAM MILNTHORPE LA7 7AP	Proposed refurbishment of the existing sales building including extensions to accommodate new public entrance, exit and additional office administration space and alterations to the existing car parking	Approved With Conditions	10th June
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	Approved With Conditions	16th June
		Planning applications June 2026		
WFC Ref	Address	Development	Type	Decision
2026/1064/HOU	ROSE COTTAGE CARR BANK ROAD CARR BANK MILNTHORPE LA7 7LB	Replacement of windows and doors to all elevations. Insertion of window to west elevation, doors to east elevation and replacement of existing garage door with window to north elevation.	Householder	No Decision
2026/0950/LBC	TOWNEND FARM FARLETON CARNFORTH LA6 1PB	Listed Building Consent for the replacement of two wooden garden sheds with a new single wooden garden shed (Part retrospective)	Listed Building Consent	No Decision
2026/1088/LBC	HERON THEATRE STANLEY STREET BEETHAM MILNTHORPE LA7 7AS	Listed Building Consent for internal works to reconfigure existing toilet facilities and provide fully accessible WC, alterations to existing bar and food preparation area and replacement of rainwater goods	Listed Building Consent	No Decision

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2026/1087/FPA	HERON THEATRE STANLEY STREET BEETHAM MILNTHORPE LA7 7AS	Internal works to reconfigure existing toilet facilities and provide fully accessible WC, alterations to existing bar and food preparation area and replacement of rainwater goods	Full Application	No Decision
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Appendix C

9.1 Newsletter distribution

- 30 dropped off at the Heron Theatre
- 10 at Storth shop
- 20 at Beetham Garden Centre
- 20 picked up at Storth fete
- To distribute
- 10 to Beetham Church
- 10 to the Wheatsheaf
- 10 to Storth Village Hall
- 10 to Storth Church
- 10 to Beetham WI
- 20 to Storth WI
- 30 to Beetham Sports day

Spares – 20 copies

9.2 The Chair and Clerk met with PCSO Amy Lambert on 29th June to discuss parking around the parish, Storth Memorial and Hale Green in particular. Whilst sympathetic there is not really anything the police can do since there are not currently any restrictions in place to be contravened.

Parking on Hale Green itself is a matter for the landowner, not the police, and Dallam Estate would not be opposed to a couple of strategically placed wooden posts to stop this from occurring.

9.3 Cllrs Duff and J Clark staffed the stand, information on display boards – Biodiversity/wild planting; book swap boxes; what we've done recently i.e. benches, tree pruning.

Planting wildflower seeds well received, 30 pots were done by residents who were amazed they didn't have to pay – good for the PC. Lots of good advice from Cllr Clark. Overall, very positive response from those who came to the stand, lots of interest in what we are doing. Very pleased as this was the first time the PC has been to this event.

Have some tweaks now for Beetham Sports Day, but need some more ideas for the display boards

9.4 Meeting 25/06/26

Present Cllrs Duff, Ritchie, Phelan

- Examples of Community Emergency Plans and Toolkit were shared prior to the meeting.
- Discussion around accessible language, different scenarios to demonstrate to community members/groups what we are aiming for.
- Readiness, capability, willingness – to respond collectively as communities

ACTIONS from this meeting:

3 scenarios:

- Cllr Ritchie – loss of utilities, possibly based on the strike in Birmingham
- Cllr Phelan – heat, as there are probably going to be hotter summers
- Cllr Duff – pandemic, everyone was unprepared for Covid, want to be more prepared

Next meeting: 16th July at 1.30pm

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Appendix D

- 1 **Assets** I have started inspecting some of the BPC assets with Peter. At the moment we have not found any RED items which need immediate attention. However, there are some assets so far which require a little TLC. Some of the wood on the assets require the application of wood preserver. As we have an account at Travis Perkins I have found something which we believe would suffice. We are looking for approval of the full council to purchase this item

 49 available for collection



469322

Cuprinol Wood Preserver 5L Clear

£44.54

EACH, INC. VAT

[Move to delivery](#) [Remove](#)

- 1 +

 Delivery Available

 3 available for collection

- 2 **Ship Inn fallen Tree.** Planning permission has been granted by WFC. BPC can now arrange for the tree to be felled. We need approval of the full council for the work to go ahead. Our approved contractor has quoted £260+VAT
- 3 **Replacement of felled tree.** Our arboriculturist (Jon) has suggested we plant some “whips” around the site. He has kindly offered to BPC three free of charge different varieties that he has available, and he can arrange planting at a cost to us of £50, Require agreement from the full council
 - a. Choose 3 whips from a choice of beech, hazel, hawthorn and field maple
 - b. Agree to allow Jon to plant these once the tree is felled
- 4 **Dry Stone Walls.** There has been no contact with me from any of the suppliers contacted by Jessica for the immediate work so need to agree on the next steps. The following email was received however:

“I am the venue finder for the Cumbria branch of the Dry-Stone Walling Association and as such I try to find venues where we as a branch can go out and practice on walls over a weekend. What I look for is an organisation that may not have much money to spend and that money may be better spent elsewhere than on wall repairs.

We do not charge for our work but there are certain criteria that must be met.

Accessibility is prime as we are a group of mixed ages and a risk assessment would be carried out.

Access to extra stone on site as this may be required. We do not supply or clean stone, we just build walls.

We need a wall with enough length to keep us going for the weekend. We have had up to 20+ members attending sometimes although usually it's around a dozen. As an example last weekend, we completed 25 metres of wall with 10 members on Saturday and 7 on Sunday.

It must also not be too time critical as we're already full for this year so it would be 2027 at the earliest.

If you think we may be able to help, then please let me know then I can organise a visit to assess the suitability and work needed”
- 5 **Storth Map Board.** The map in its current location has been severely damaged by water ingress. After discussing with a colleague, it is believed that we understand how water managed to penetrate between the panes and have a plan to ensure it will not

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happen again. Therefore, I am looking to purchase a map from Ordnance Survey where I can have Storth centred on the map – price £21.99

YOUR BASKET (1)		ORDER SUMMARY	
	Custom Made: Personalised folded and framed maps Map Material: Paper Map Scale: Explorer Framing: None Title Line 1: Supplied by Title Line 3: Council 2026 Subtitle Line 2: around Storth	Sheet Size: Large Map Type: Flat Language: English Title Line 2: Beetham Parish Subtitle Line 1: Enjoy visiting areas scale: OS_EXPLORER_25K	£21.99 - 1 + Remove Item
		1 Items	
		Subtotal	£21.99
		Total: (Excluding delivery)	£21.99
		Discount Code	Apply
		Gift Card	Apply

- 6 **Convex Mirror in Hale.** This has recently been replaced with a brand-new mirror courtesy of a resident of Hale.

Appendix E

13.1



Appendix F

14.3

#3 As a resident of Beetham Parish I would like to make a request for the possibility for allotments - land to be made available for residents of the Parish as required under the Allotment act 1908. I don't think that the required demand of min 6No parish residents would be an issue as I myself have enquired with several other local parish sites, but they all have long term waiting lists. It may be the fact that Beetham Parish itself doesn't have its own allotment allocation that contributes to this fact.

Response:

I shall certainly add this matter to the agenda for consideration at the next Parish Council meeting on 6th July in Storth Church which you are more than welcome to attend. According to section 23, Allotments Act 1908 there needs to be representation in writing made to the council by six electors or council tax payers resident in the area, before any action should be taken.

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#4 I would like to raise a concern about the area at the rear of the green behind the bench, which borders my property and that of my neighbours. The current approach of leaving this boundary area uncut has resulted in an overgrowth of long grass and nettles, which does little to enhance the amenity or appearance of our properties and gives the area a neglected and scruffy look. I appreciate the environmental benefits of allowing wildflowers to establish in the central area of the green and am very happy for that management approach to continue. My request is simply that all the perimeter edges of the green are cut and maintained on a regular basis. This would create a neat, well-defined boundary, making clear that the meadow area is a deliberate and managed feature rather than an area that has been overlooked, while also being a much more pleasant outlook for neighbouring residents.

Appendix G

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
May 10.3	To enter the fixed assets individually on Scribe	
May 12.1	To source dry-stone wallers to give quote for repairs to Sandside cutting wall	Emails sent, four responses so far
May 15.2	To arranged full council Code of Conduct training for November	Confirmed for November meeting
June 9.1	To order 200 copies of newsletter	Ordered and received
June 9.2	To order Polecat Display Stand	Ordered and received
June 12.1	To contact local PCSO to discuss parking issues	Contacted and meeting arranged with Chair

Other actions

- Liasing with A2A about website and making changes gradually
- Attended training on "A1 and the future of local councils" and "Agenda and minute taking"
- Sent out invoices for "Plot 4" rentals
- Finance group set up with read only access to Scribe
- Chasing W+F Council to ensure compliance with redaction of addresses on published registers of interest as per changes to Localism Act 2011 Section 32A which came into effect June 29th.
- Attempting to establish ownership of the Orchid Triangle so that it can be a designated wildlife site
- Informed PCSO of complaint about noise at the Tavern, Hale after contact from a resident which was passed on to the licensing officers.