

# LPC

## LAZONBY PARISH COUNCIL – WORKING FOR THE COMMUNITY

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### A NOTICE TO:

**All Members of Lazonby Parish Council and to all Lazonby Parishioners.**

Date: Friday 10<sup>th</sup> May 2019.

Dear Sir/Madam,

There will be an **Annual General Meeting (AGM)** of Lazonby Parish Council on **Wednesday 15<sup>th</sup> May 2019, in the Jubilee Rooms, Lazonby Village Hall. This Meeting will start at the conclusion of the 'Annual Open Parish' Meeting (7 p.m start) but not before 7.30 p.m.** The Agendas for both Meetings are enclosed and you are hereby summoned to attend.

The Agenda for the Meeting is set out as below.

Yours faithfully,



Rebecca Wyatt  
Clerk to the Council.

### AGENDA

ITEM NO:	ITEM	RECOMMENDATIONS, CONSIDERATIONS & ACTIONS.
1.	<b>Appointment of Chairman of the Council for 2019 - 2020.</b>	<b>TO RECOMMEND</b> that proposals are invited from the floor for a Chair to be appointed for the year 2019 – 2020 from the Council Members.
2.	<b>Appointment of Vice-chairman of the Council for 2019 - 2020.</b>	<b>TO RECOMMEND</b> that proposals are invited from the floor for a Vice-chair to be appointed for the year 2019 – 2020 from the Council Members.
3.	<b>Apologies for absence.</b>	<b>TO RECEIVE</b> any apologies for absence.
4.	<b>Welcome to the New Parish Councillors for 2019 – 2023.</b>	<b>TO WELCOME</b> the new Parish Council Members for 2019 to 2023. <b><u>Report of the Clerk to Council.</u></b> The Clerk will be ensuring the new Parish Council Member's Declarations of Member's Interest forms and 'Declaration of Acceptance of Office' forms are filled in to be returned to Eden District Council by 4 <sup>th</sup> June 2019.
5.	<b>The filling of Council Member Vacancies</b>	<b>TO CONSIDER</b> the legislation regarding nominations to fill the Council Member vacancies left unfilled at the election by reason of insufficient nominations. <b><u>Report of the Clerk to Council.</u></b> For 35 days after an election, the Parish Council can elect a new member straight onto the Council if they wish too. If there are more people coming

		forward for the unfilled positions than needed then the Parish Council can decide among themselves who they wish to come onto the Parish Council. After the 35 days, the Parish Council can advertise Member vacancies in order to co-opt new members.
6.	<b>Requests for Dispensations.</b>	<b>TO RECEIVE</b> any requests received by the Clerk since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
7.	<b>Declaration of Interest.</b>	<p><b>TO RECEIVE</b> any Declarations by elected and co-opted Members of any Personal or Prejudicial Interests relating to any items on the agenda for this meeting.</p> <p><i>Members are invited to declare any personal interests they may have relating to any item on the Agenda and, having done so, to consider whether they also have a prejudicial interest in that item. Members are also reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registerable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registerable or other interests. If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 48 hours in advance of the meeting.</i></p> <p><b><u>A note from the Clerk to the Council.</u></b>  A <b>personal interest</b> might be reasonably regarded as one which might affect a member's wellbeing, financial position, or business (which would be a 'direct' interest, as it impacts on the member directly); or that of a relative or friend (which would be an 'indirect' interest) to a greater extent than that of other council tax payers, ratepayers or other inhabitants of the area. A personal interest will also be a <b>prejudicial interest</b> if a member of the public, who knows the relevant facts, would reasonably think that a member's personal interest is so significant that it is likely to prejudice his / her judgement of the public interest.</p>
8.	<b>Matters of Urgency.</b>	<p><b>TO CONSIDER</b> any matters on grounds of urgency which arrived too late to be otherwise placed on the agenda and/or are determined by certain deadlines.</p> <p><b>Please Note:</b> This item can be used to raise any 'matters of urgency', even if the matter is to be discussed later in the agenda under a related item heading. For example: planning applications which were received after the agenda was issued in order to meet the 21 day deadline. These will then be dealt with in the appropriate agenda item.</p>
9.	<b>Public Participation.</b>	<p><b>TO RECEIVE</b> any contributions from the parishioners relating to:</p> <ul style="list-style-type: none"> <li>• Any item on the agenda;</li> <li>• And any other parish-related matter which they may wish to raise.</li> </ul>
10.	<b>Super Fast Broadband.</b>	<b>TO RECEIVE</b> an update regarding Super Fast Broadband.
11.	<b>Report from the local Community Police.</b>	<b>TO RECEIVE</b> a report from the local Community Police.
12.	<b>Minutes of the Council Meeting of the 3<sup>rd</sup> April 2019.</b>	<p><b>RECOMMENDATION</b> that the Minutes of the Parish Council meeting on the 3<sup>rd</sup> April 2019 be approved and signed as a true record of those proceedings.</p> <p style="text-align: right;"><b><u>Note: Please see Appendix 12a.</u></b></p>

13.	<p><b>Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the 3<sup>rd</sup> April 2019</b> (the list below are the main issues but in addition, other issues may also be discussed from the last Minutes that are not listed here).</p>	<p><b>TO RECEIVE</b> an update regarding the 'Transfer of Assets and Services' to the Parish'.</p> <p><b><u>Report of the Clerk to Council.</u></b>  Amanda Ward, the Assistant Property and Contracts Officer at Eden District Council has written to inform the Parish Council of the following:</p> <p><i>"...the Footway Lighting Scheme has now been awarded to Aptus Utilities who will be commencing the installing of new columns/heads at the start of June. The scheme is due to take 3 months in total with the intention of being completed by the end of August. The process in each village is likely to take a few weeks as there will be a few steps involved:</i></p> <ul style="list-style-type: none"> <li><i>· A civils team will be installing the relevant columns and LED heads;</i></li> <li><i>· An electrical team will follow on and carry out the connections; and</i></li> <li><i>· A testing and commissioning team will complete the process</i></li> </ul> <p><i>Unfortunately, lights which are currently supplied by an overhead connection (i.e lights on electricity poles) will need to have the supply transferred by ENWL once the column is in position. With regards to when the electric supply is connected is out of our hands but if I am informed of a date beforehand, I will let you know."</i></p>
	<p><b>b. Dog Control and Fouling in the Parish (last minute no. 19/65).</b></p>	<p><b>TO RECEIVE</b> an update on dog control and dog fouling in the Parish.</p>
	<p><b>c. The Keep Britain Tidy's Great British Spring Clean (last minute no. 19/65).</b></p>	<p><b>TO RECEIVE</b> an update about the Lazonby Litter pick on 12<sup>th</sup> April 2019.</p>
	<p><b>d. Parish Field and Grazing to Let for 2019 (last minute no. 19/76).</b></p>	<p><b>TO RECEIVE</b> an update regarding the Parish Field and grazing to let for 2019.</p> <p><b><u>Report of the Clerk to Council.</u></b>  The Clerk advertised the whole of the Parish Sports Field for grazing following the April 2019 meeting of the Parish Council. Only one bid was received for the sheep grazing, from Mr Blaylock who had offered £120 for the rental for the whole of the Parish Sports field. The Clerk and the Chair - Councillor Chris West, having been given delegated authority by the Council to deal with the bids, considered the bid received and agreed to accept it. Due to the timetable for the lease of the field, the Clerk informed Mr Blaylock by telephone that he was the successful bidder because the lease started on the 19th April 2018. The Clerk has sent Mr Blaylock a letter accepting his bid and informing him of how and when to pay the rent.</p>
14.	<p><b>Report from the District Councillor Gordon Nicolson.</b></p>	<p><b>TO RECEIVE</b> a report from the District Councillor Gordon Nicolson about Eden District Council matters affecting the Parish.</p>
15.	<p><b>Report from County Councillor Hilary Carrick.</b></p>	<p><b>TO RECEIVE</b> a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.</p>

16.	<b>Review of Standing Orders, Financial Regulations, Terms of Reference for Committees, and other policies &amp; procedures.</b>	<b>TO CONSIDER</b> if any amendments should be made to the current Standing Orders, Financial Regulations, Terms of Reference for Committees, and other Parish Council policies and procedures.
17.	<b>Schedule of Council Meetings and Venues for 2019 - 2020.</b>	<p><b>TO CONSIDER</b> the schedule for Council meetings and the venues from June 2019 until May 2020.</p> <p><b>TO RECOMMEND</b> that the following dates be scheduled for Council Meetings, being the first Wednesday of every month. These dates exclude August 2019 and January 2020 as no scheduled Council meeting is held during those months:</p> <p>Wednesday 5<sup>th</sup> June 2019;  Wednesday 3<sup>rd</sup> July 2019;  Wednesday 4<sup>th</sup> September 2019;  Wednesday 2<sup>nd</sup> October 2019;  Wednesday 6<sup>th</sup> November 2019;  Wednesday 4<sup>th</sup> December 2019;  Wednesday 5<sup>th</sup> February 2020;  Wednesday 4<sup>th</sup> March 2020;  Wednesday 1<sup>st</sup> April 2020;  Wednesday 6<sup>th</sup> May 2020.</p>
18.	<b>Establishment of Committees and Working Groups 2019 - 2020.</b>	<p><b>TO CONSIDER</b> the re-establishment of existing Committee and Working Groups for 2019 - 2020. The following are the current 2018 - 2019 Committees, Members and Deputy Members.</p> <ol style="list-style-type: none"> <li>1. <b>Planning Committee Members 2018 - 2019:</b> Councillors Gill Sharples; and Councillor Jeff Bellas.</li> <li>2. <b>Environment and Neighbourhood Committee Members 2018 – 2019:</b> Councillors Chris West, John Judson, Gordon Nicolson and Gill Sharples.</li> <li>3. <b>Finance and Budget Committee Members 2018 – 2019:</b> Councillors John Judson, Tim Wright, Jeff Bellas with Treasurer Chris Hoy.</li> <li>4. <b>Governance Committee Members 2018 - 2019:</b> Councillors Gordon Nicolson, Tim Wright and Gill Sharples.</li> </ol> <p><b>Please note:</b> that all Parish Council Members are considered to be Deputy Members of the Committees.</p> <p><b>ALSO TO CONSIDER</b> if any new Committees or Working groups need to be established.</p>
19.	<b>Representatives on Outside Bodies 2019 - 2020.</b>	<p><b>TO CONSIDER</b> the appointment of representatives to serve on the following outside bodies for 2019 - 2020. The following are the 2018 - 2019 Parish Council representatives.</p> <ol style="list-style-type: none"> <li>1. Eden Association of Local Councils – Councillor Gordon Nicolson;</li> <li>2. Low Plains Quarry Liaison Forum – Councillor Chris West;</li> <li>3. Lazonby Village Hall Management Committee – no current representative due to the resignation of a Councillor ;</li> <li>4. Lazonby and District Swimming Pool Association Management Committee – no current representative due to the resignation of a Councillor.</li> </ol>

20.	<b>Lazonby Parish Projects:</b>	
	<b>a. Neighbourhood Plan.</b>	<b>TO RECEIVE</b> an update regarding the Neighbourhood Plan.
	<b>b. Traffic Issues Consultation.</b>	<b>TO RECEIVE</b> an update about the Traffic Issues Consultation and the recent drop-in and evening meeting event.
	<b>c. Footpath between Eden Bridge and Lazonby Swimming Pool.</b>	<b>TO RECEIVE</b> an update on the footpath project between Eden Bridge and Lazonby Swimming Pool.
21.	<b>Financial Report by the Treasurer.</b>	<b>TO RECEIVE</b> the Financial Report from the Treasurer. <b>Note: Please see Appendix 21a.</b>
22.	<b>Authority for Payments.</b>	<b>TO CONSIDER</b> any requests for payment received by the Treasurer, Clerk or Council Members.  1. The Annual Subscription 2019/2020 for Cumbria Association of Local Councils (CALC) of £220.69.
23.	<b>Planning Applications – New (or Appeal).</b>	<b>TO CONSIDER</b> any new applications which have been issued for consultation by Eden District Council.  1. <b>Planning Application No. 19/0264</b> – Existing conservatory roof replacement, at 4 Scaur Close, Lazonby, Penrith.  2. <b>Planning Application No. 19/0308</b> – Outline application for residential development with approval sought for access at Land SW of Banktop House, Lazonby.  <b>Please Note:</b> At the time of this Agenda being issued there were no further Planning Applications received. However, if any New Planning Applications reach the Clerk to the Parish Council between the Agenda being issued and the Meeting itself, then the Clerk and the Chair will consider if it is appropriate to introduce them to the meeting; or if it may be necessary to convene a meeting of the Planning Committee. These will be initially introduced under the ‘Matters of Urgency’ item on this agenda to then be further discussed in this item of the agenda. This information has already been circulated by Email to Councillors and a copy will be available at the meeting to view.
24.	<b>Planning Applications – Decisions.</b>	<b>TO RECEIVE</b> and be <b>NOTED</b> decisions on Planning Applications which have been issued by Eden District Council.  1. <b>Planning Application No. 19/0166</b> – Retrospective change of use of agricultural land to domestic curtilage and proposed erection of detached garage, Land adjacent to Holmegarth, Lazonby, CA10 1AQ – <b>GRANTED.</b>  <b>Please Note:</b> At the time of this Agenda being issued there were no further Planning Application Decisions received. However, if any Planning Application Decisions reach the Clerk to the Parish Council between the Agenda being issued and the Meeting itself, they will be presented at the Meeting.
25.	<b>LPC Cumbria Highways Link Person Report.</b>	<b>TO RECEIVE</b> any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.  <b>ALSO TO RECEIVE</b> notification that there will be a temporary road closure near Hindson Terrace, Lazonby, Penrith on 19 <sup>th</sup> May 2019. This has been put

		in place to allow TK Gallagher to carry out new connection works. These words are due to commence 19 <sup>th</sup> May 2019 and have an approx. duration of 1 day. Location: A section of Hindson Terrace, Lazonby, Penrith from its junction with Scaur Lane extending in a north easterly direction for a distance of approx.80m. Alternative Route: A way for pedestrians and dismounted cyclists will be maintained at all times and a suitable alternative route for vehicles will be signed and available via the unrestricted section of Hindson Terrace, B6412 (Midland Row), A686 (Carleton Avenue), A66, A592 (Ullswater Road and Brunswick Road), Stricklandgate, Scotland Road, A6 and B6413, Plumpton.
26.	<b>Establishing Parish Council Assets.</b>	<b>TO CONSIDER</b> the issue of establishing Parish Council's assets, including trees and the ownership of boundary walls etc.. on parish land having deferred this item from the March 2019 agenda.
27.	<b>Invitations to Participate.</b>	<p><b>TO CONSIDER</b> if Council Members would like to comment, take part in, attend, or send a representative to any invitations to participate.</p> <p><b>1. Local Council Review (LCR) Publication subscription</b> - if you would like to receive the LCR publication for 2019/20. The prices remain the same as last year. Please complete the form to indicate the number of copies of the Local Council Review the Parish Council requires during 2019/20. The subscription cost (four issues per annum) is:</p> <ul style="list-style-type: none"> <li>a. For one to three individual subscriptions, the cost is £17.00 <b>per subscription</b></li> <li>b. For four or more individual subscriptions, the cost is £13.50 <b>per subscription</b></li> </ul> <p>Councils can opt to have their copies either delivered in bulk to one address or, delivered to individual addresses. Please send the form back to CALC no later than <b>21<sup>st</sup> May</b> so that they can inform NALC.</p> <p><b>2. CALC summer event</b> - Saturday 22<sup>nd</sup> June 2019 to welcome new councillors to the organisation and to encourage existing councillors and clerks to come and join us for a stimulating day of talks and development sessions. Please forward this email to all your councillors and bring it to their attention. There is no charge to members to attend, (£60 for non-members). Please see the attached programme for the day's events. We are pleased to announce that Jane Moore, Head of Legal at NALC, is joining us for the day and will be speaking about key legal issues that impact on all local councils. In addition to listening to Jane Moore, there is a choice of sessions to attend both in the morning and afternoon. Please RSVP with your preferred session options by Monday 17<sup>th</sup> June 2019. A light lunch will be served along with tea and coffee during the day. There will be lots of opportunities to network and catch up with friends and colleagues and an opportunity to buy the latest NALC booklets. We look forward to seeing you for what will no doubt be an informative and interesting day.</p> <p><b>3. Policy E-Briefing PC7-19 – Traffic Commissioners</b> - The Department for Transport has issued a new consultation on the vehicle operator licensing system which is due to come into force by 1 April 2020. NALC will be responding. The Government wishes to introduce formal tribunal rules to allow traffic commissioners to deal with cases fairly and justly.</p>

		<p>Public Sector Vehicle (PSV) operator licences are considered in chapter 1. Formal tribunal rules are examined in chapter 2. NALC is minded to highlight:</p> <ol style="list-style-type: none"> <li>1. Its position that local councils should be statutory consultees at all stages during traffic commissioner cases.</li> <li>2. Its position that the Government needs to consult with local councils on HGV parking sites in suitably sustainable locations within their boundaries; &amp;</li> <li>3. Its position that the Government needs to introduce measures to make it easier to de-criminalise breaches of parking regulation for the purposes of allowing local councils to enforce those regulations.</li> </ol> <p>Consultation questions - NALC will be responding to the below consultation questions and is interested in the sector's views:</p> <ul style="list-style-type: none"> <li>○ Question 1- Do you agree with changing PSV operator license procedures so that applicants can have operational approval at the earliest opportunity (subject to normal safeguards)?</li> <li>○ Question 3 - Do you agree that introducing formal tribunal rules will be beneficial to the Traffic Commissioner's tribunal functions? If No, you are against tribunal rules introduction because?</li> </ul> <p>Please email your responses to this consultation to <a href="mailto:chris.borg@nalc.gov.uk">chris.borg@nalc.gov.uk</a> by 17.00 on Tuesday 11th June 2019.</p> <p><b><u>Please Note: This information will be circulated by Email to Councillors and a copy will be available at the meeting to view.</u></b></p>
28.	<b>INFORMATION given for reference only.</b>	<p><b>TO RECEIVE</b> and be <b>NOTED</b> any information that has been given out for reference only:</p> <ol style="list-style-type: none"> <li>1. <b>Community Infrastructure Levy Briefing Note</b> - NALC Legal Services commissioned Planning Futures think-tank to explain how the CIL can help your parish or town council support local infrastructure. However, Eden District Council does not operate a Community Infrastructure Levy.</li> <li>2. <b>CALC Newsletter – April 2019</b></li> <li>3. <b>Cumbria Action for Health Network Bulletins.</b></li> <li>4. <b>Handouts from the Tree Workshop which that was held on 10<sup>th</sup> April 2019.</b></li> <li>5. <b>The Protection of Eden Green Space Working Group information.</b></li> </ol> <p><b><u>Please Note: This information has already been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></b></p>
29.	<b>Date of the Next Meeting.</b>	<p><b>RECOMMENDATION</b> that the date of the next scheduled meeting be announced once the new dates have been considered.</p>

**TO RECOMMEND** that members of the public and press who are in attendance withdraw from the meeting at this point due to the confidentiality of the matters to be discussed in the next agenda items.

<b>30.</b>	<b>Wall at Bankfoot.</b>	<b>TO CONSIDER</b> the next course of action regarding the collapsed wall at Bank Foot, Lazonby. <b>Note: Please see Appendix 30a and 31a.</b>
<b>31.</b>	<b>Damaged Wall at Will Pool.</b>	<b>TO CONSIDER</b> the next course of action regarding the damaged wall at Will Pool. <b>Note: Please see Appendix 30a.</b>

**INFORMATION EXCHANGE:**

Please note that following the Council meeting there will be a 15 minute period where members can exchange information of a general nature. As items raised are NOT on the Agenda they will not be minuted.

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**LAZONBY PARISH COUNCIL**

**May 2019 Meeting of the Parish Council**  
**SUPPLEMENTARY APPENDICES**

<b>ITEM NO: (Appendix)</b>	<b>ITEM</b>
12a.	Minutes of the Council Meeting of the 3 <sup>rd</sup> April 2019.
21a.	Financial Report by the Treasurer.
30a and 31a.	Wall at Bankfoot – CONFIDENTIAL MINUTE
30a.	Damaged Wall at Will Pool – CONFIDENTIAL MINUTE.