

# LPC

## LAZONBY PARISH COUNCIL – WORKING FOR THE COMMUNITY

**Clerk to the Council:** Rebecca Wyatt, 15 Dunfell View, Kirkby Thore, Penrith, Cumbria CA10 1UT  
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### A NOTICE TO:

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

Date: Friday 30<sup>th</sup> April 2021.

Dear Sir/Madam,

There will be an **Annual General Meeting (AGM)** of Lazonby Parish Council on **Wednesday 5<sup>th</sup> May 2021, held virtually via Zoom. 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.

Members of the public are welcome to attend this meeting either by video link through the Zoom website or via telephone. Please notify the Clerk before 9 am on Wednesday 5<sup>th</sup> May 2021 by email or telephone of your intention to attend so that joining instructions can be forwarded to you.

The meeting can be attended by video link or telephone and the software will need to be downloaded from the zoom website. Please ensure with any personal IT used, that your anti-virus software and computer has been updated fully as no liability will be accepted by the Parish Council for any malicious acts/viruses etc. when using this third-party system. Telephone charges are dependent on your telephone contract (i.e. if you have inclusive minutes within your contract).

If parishioners would like an issue raised instead of attending the virtual meeting please send in your queries via email by Tuesday 4<sup>th</sup> May 2021 to the Clerk on [LazonbyPC@googlemail.com](mailto:LazonbyPC@googlemail.com)

It is important that Council Members and parishioners are made aware of the following at the beginning of each virtual meeting:

1. The meeting may be recorded for the purpose of minute taking and will be disposed of once it has been used in order to write the minutes and within 14 days of the meeting.
2. To have their microphones on mute unless they are allowed to speak.
3. To adhere to the Councils Code of Conduct, General Standing Orders and virtual Standing Orders
4. Only unmute when you have been invited in to speak.
5. Speak clearly and look into the camera.
6. Turn phones to silent.
7. Be aware of time lags and allow time for participants to respond.
8. Introduce themselves when raising a point.
9. Respond to the Chair when their name is called.
10. Be aware of your background (what others can see behind you when you are on screen i.e. valuables, photos, sounds)

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.	Appointment of Chairman of the Council for 2021 - 2022.	<b>TO RECOMMEND</b> that proposals are invited from the floor for a Chair to be appointed for the year 2021 – 2022 from the Council Members.
2.	Appointment of Vice-chairman of the Council for 2021 - 2022.	<b>TO RECOMMEND</b> that proposals are invited from the floor for a Vice-chair to be appointed for the year 2021 – 2022 from the Council Members.
3.	Apologies for absence.	<b>TO RECEIVE</b> any apologies for absence.
4.	The filling of a Council Member Vacancy.	<b>TO CONSIDER</b> any nominations to fill one Council Member vacancy.
5.	Requests for Dispensations.	<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.
6.	Declaration of Interest.	<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></p> <p><i>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.</i></p>
7.	The Parish Council's Response to Coronavirus and other relevant information.	<b>TO RECEIVE</b> an update on the Parish Council's involvement in helping the local community during the coronavirus Covid 19 pandemic.

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 that 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> <p><b>Due to it being a virtual meeting Parishioners are asked to please send in their queries, comments or concerns via email by Tuesday 4<sup>th</sup> May 2021 to the Clerk on <a href="mailto:LazonbyPC@googlemail.com">LazonbyPC@googlemail.com</a></b></p>
10.	<b>Report from the local Community Police.</b>	<p><b>TO RECEIVE</b> a report from the local Community Police.</p> <p><b>ALSO TO RECEIVE</b> the Eden Focus Police Newsletter for Penrith &amp; Alston - March - April 2021.</p> <p><b><u>Please Note: This information has been circulated by Email to Councillors.</u></b></p>
11.	<b>Parish Broadband Issues.</b>	<b>TO CONSIDER</b> broadband issues in the parish and a request by a parishioner for an improved service.
12.	<b>Minutes of the Council Meeting on the 7<sup>th</sup> April 2021.</b>	<p><b>TO RECOMMEND</b> that the Minutes of the Parish Council meeting on the 7<sup>th</sup> April 2021 be approved and signed as a true record of those proceedings.</p> <p><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 Council Meeting on the 7<sup>th</sup> April 2021</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>	
	<b>a. Transfer of Assets and Service to the Parish (Last minute no. 21/71).</b>	<b>TO RECEIVE</b> an update regarding the 'Transfer of Assets and Services' to the Parish'.
	<b>b. The white line at the bottom of Seat Hill (Last Minute no. 21/71).</b>	<b>TO RECEIVE</b> an update on the repainting of the white lines across the road at the bottom of Seat Hill onto the road to Bells Bakery.
	<b>c. Footway light at Thorn Tree (Last minute no. 21/71).</b>	<b>TO RECEIVE</b> an update on the Light at Thorn Tree which has been reported to not be working, and is believed to have never worked.
	<b>d. Maintenance work at Eden Bridge Car Park (Last minute no. 21/71).</b>	<b>TO RECEIVE</b> an update about the fencing and fence posts needing to be repaired and vegetation needing to be cut back at Eden Bridge Car park.

e. Donations at Eden Bridge Car Park (Last minute no. 21/71).	<p><b>TO RECEIVE</b> an update about the donations for Eden Bridge Car Park.</p> <p><b>ALSO TO RECEIVE</b> the Valuation Office Agency request for car park information to Town and Parish Councils. The Valuation Office Agency will shortly be requesting car park information from those which are responsible for operating them in line with their statutory duty to review rateable values for the 2023 revaluation. They would like to provide Town and Parish councils with a simpler way of providing car park information digitally and prevent the need to complete individual Statutory hard copy forms. If you occupy, own or operate multiple public car parks please email us at <a href="mailto:vorcccarpark@voa.gov.uk">vorcccarpark@voa.gov.uk</a>.</p>
f. Charge Points for electric cars in Cumbria (Last minute no. 21/71).	<b>TO RECEIVE</b> an update about the Charge Points for electric cars in Cumbria.
g. Repair of the door on the Grass Cutting equipment storage shed (Last minute no. 21/71).	<b>TO RECEIVE</b> an update about the repair of the door on the grass cutting equipment storage shed.
h. Harrowbeck and Footpath number 339023 (Last minute no. 21/71).	<b>TO RECEIVE</b> an update about clearing Harrowbeck next to Footpath number 339023.
i. Trees obscuring the school sign at the bottom of Townfoot (Last minute no. 21/71).	<b>TO RECEIVE</b> an update about the trees obscuring the school sign at the bottom of Townfoot.
j. Dropped flagstone on the pavement near the Midland Hotel (Last minute no. 21/71).	<b>TO RECEIVE</b> an update about the dropped flagstone on the pavement near the Midland Hotel.
k. Sign for Canoeing and Fishing (Last minute no. 21/67).	<b>TO RECEIVE</b> an update on about putting a public sign up to remind canoeists and those that are fishing, to be courteous to each other while using the river.
l. Requests for more Skips at the Eden Bridge Recycling Centre (Last minute no. 21/67).	<p><b>TO RECEIVE</b> an update about the Requests for more Skips at the Eden Bridge Recycling Centre.</p> <p><b><u>Report of the Clerk to the Council.</u></b></p> <p>The Clerk wrote to Eden Disitirct Council to ask them to supply a further two skips for paper and card at the Lazonby Eden Bridge Bring Centre. The Clerk also pointed out at the April 2021 meeting of the Parish Council, that Councillors received a report from the Treasurer which included notice of receipt of recycling credits. It was noted with some concern that the income from recycling credits has been in annual decline. This was happening despite there appearing to be no decline in the amount of waste deposited at the Lazonby centre. The Clerk asked if they could be supplied with a statement detailing the basis/rates on which recycling credits have been paid to Lazonby Parish Council over the last few years so that we may know why the credits have reduced. The following is an extract from the Treasurer to the Parish Council's report:</p> <p>Recycling Credits have dropped significantly since 2009/10 as shown below.</p>

		2007/08 - <b>£1287</b> 2008/09 - <b>£1965</b> 2009/10 - <b>£2376</b> 2010/11 – <b>£1703</b>  2011/12 - <b>£1458</b> 2012/13 - <b>£985</b> 2013/14 - <b>£901</b> 2014/15 - <b>£913</b>  2015/16 - <b>£967</b> 2016/17 - <b>£721</b> 2017/18 - <b>£626</b> 2018/19 - <b>£524</b>  2019/20 - <b>£430</b> 2020/21 - <b>£460</b>  Neil Buck, Contracts and Procurement Manager at Eden District Council replied to inform the Parish Council that following discussions with their contractor, it was agreed that two additional paper/card containers will be supplied to the Lazonby site within two weeks. He also said that the Recycling Credits - From April 2012 when the Kerbside Bag and Box collections started and were made district wide, is why there is a significant drop from that date. They also feel that the recent reduction may also be due to an increase in people using the kerbside service or while shopping in Penrith using those Bring Sites. Hopefully with Plumpton closing and the two additional containers Lazonby will see an increase in tonnage at the recycling site.
	<b>m. Litter Picking in the Community (Last minute no. 21/84).</b>	<b>TO RECEIVE</b> an update about litter picking in the parish and having a litter picking event.  <b>ALSO TO RECEIVE</b> information on the annual Great Cumbrian Litter Pick on Friday 21 <sup>st</sup> and Saturday 22 <sup>nd</sup> May 2021.
<b>14.</b>	<b>Report from the District Councillor Gordon Nicolson.</b>	<b>TO RECEIVE</b> a report from the District Councillor Gordon Nicolson about Eden District Council matters affecting the Parish.
<b>15.</b>	<b>Report from County Councillor Hilary Carrick.</b>	<b>TO RECEIVE</b> a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.
<b>16.</b>	<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.
<b>17.</b>	<b>Schedule of Council Meetings and Venues for 2021 - 2022.</b>	<b>TO CONSIDER</b> the schedule for Council meetings and the venues from June 2021 until May 2022.  <b>TO RECOMMEND</b> that the following dates be scheduled for Council Meetings, being the first Wednesday of every month. These dates exclude August 2021 and January 2022 as no scheduled Council meeting is held during those months:  Wednesday 2 <sup>nd</sup> June 2021;

		<p>2. <b>Environment and Neighbourhood Committee Members 2019 - 2020:</b> Councillors Peter Foley, John Judson, Gordon Nicolson and Gill Sharples.</p> <p>3. <b>Finance and Budget Committee Members 2019 - 2020:</b> Councillors Chrie West, John Judson, Tim Wright, with Treasurer Chris Hoy.</p> <p>4. <b>Governance Committee Members 2019 - 2020:</b> Councillors Gordon Nicolson, Tim Wright and Peter Foley.</p> <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 2021 - 2022.</b>	<p><b>TO CONSIDER</b> the appointment of representatives to serve on the following outside bodies for 2019 – 2020 and 2020 - 21. The following are the 2019 - 2020 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 – Councillor Tim Wright;</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. Proposed Development of Lazonby Egg Packing Station.</b>	<b>TO RECEIVE</b> an update on the proposed development of the Lazonby Egg Packing Station.
	<b>b. 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>	<p><b>TO RECEIVE</b> the February 2021 Treasurer's Report for approval.</p> <p><b><u>Note: Please see Appendix 21a.</u></b></p>
22.	<b>Authority for Payments.</b>	<p><b>TO CONSIDER</b> any requests for payment received by the Treasurer, Clerk or Council Members.</p> <ol style="list-style-type: none"> <li>1. The annual subscription 2021/2022 for Cumbria Association of Local Councils (CALC) of £239.63.</li> <li>2. The awarded grant of £200 towards general running costs for the Great Northern Air Ambulance.</li> <li>3. The awarded grant of £316 to the Fellrunner to provide a scheduled local bus service.</li> <li>4. The awarded grant of £500 towards the purchase of an automatic chlorinator to maintain optimum water quality for safe bathing for the Lazonby &amp; Distirct Swimming Pool.</li> </ol>

23.	<b>Planning Applications – New (or Appeal).</b>	<p><b>TO CONSIDER</b> any new applications which have been issued for consultation by Eden District Council.</p> <ol style="list-style-type: none"> <li><b>Planning Application No. 21/0377</b> - Infill of lean to green oak porch and detached garage/office building, at High Hope House, Plumpton.</li> <li><b>Planning Application No. 21/0317</b> - Proposed removal of existing stables and erection of detached garden room/home gym, including partial change of use of part of agricultural field to domestic cartilage, at Clear View, Lazonby, Penrith CA10 1AU.</li> <li><b>Planning Application No. 21/0302</b> - Retrospective change of use of land to domestic and replacement of shed with new secure storage shed, at Barnwell House, Lazonby CA10 1BL.</li> <li><b>County Matter Application for Minerals and/or Waste Development -Application Reference Number:3/21/9004.</b> Proposal: Section 73 application to vary Conditions 2 and 27 of Planning Permission. Reference 3/16/9002, at Low Plains Quarry, access road to Low Plains from the A6 Calthwaite, Penrith, Cumbria, CA4 9TR</li> </ol> <p><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.</p>
24.	<b>Planning Applications – Decisions.</b>	<p><b>TO RECEIVE</b> and be <b>NOTED</b> decisions on Planning Applications which have been issued by Eden District Council.</p> <ol style="list-style-type: none"> <li><b>Planning Application No. 21/0191</b> – Installation of 6no additional static caravans on existing site for holiday occupation and demolition of an existing storage building, at Hesket Park, High Hesket, Carlisle.- <b>GRANTED.</b></li> <li><b>Planning Application No. 21/0258</b> – Detached garage/secure store with attached carport. Re-submission of 20/024, at 1 Back Row, Lazonby, Penrith – <b>GRANTED.</b></li> </ol> <p><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.</p>
25.	<b>LPC Cumbria Highways Link Person Report.</b>	<p><b>TO RECEIVE</b> any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
26.	<b>Return to Face to Face Parish Council Meetings.</b>	<p><b>TO CONSIDER</b> again the NALC guidance on holding face to face meetings to see what the Parish Council need to do after receiving NALC's guidance about the possible return of face to face meetings after 6<sup>th</sup> May 2021.</p> <p><b>ALSO TO CONSIDER</b> further the online survey consultation which been issued regarding whether there should be permanent arrangements allowing Council meetings to take place online, which closes on 17th June: <a href="http://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence">www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence</a>"</p>

		<p><b><u>Report of the Clerk to the Council.</u></b></p> <p>As discussed that the March 2021 meeting of the Parish Council, the Clerk re sent the Council the questions from the survey consultation so that they could give their thoughts and comments on them so the Clerk to respond.</p>
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> <ol style="list-style-type: none"> <li><b>1. NALC Star Council Awards 2021</b> - Jessica Lancod-Frost, Policy officer at National Association of Local Councils (NALC) wrote to say that "As you may know, Lazonby Parish Council features in NALC's <u>Coronavirus Case Studies</u> publication, in recognition of its work supporting residents during the current pandemic. I wanted to ask if the council would consider seeking further recognition, by applying for NALC's Council of the Year award? The award is part of NALC's Star Council Awards, which you can find out more about on our dedicated <u>webpage here</u>. We would also welcome applications from Lazonby Parish Council in the Clerk of the Year, Councillor of the Year and, if relevant, Young Councillor of the Year (aged 18-30), categories. The awards are open for entries until 25 May, so I hope that gives the Council plenty of time to consider applying."</li> <li><b>2. The Northern Transport Summit - Connecting people and places - building back better transport</b>, at 10 am – 3 pm on 27th May 2021.</li> <li><b>3. DCMS Rural Broadband Consultation - Request To Forward NALC Briefing PC3-21 To All Member Councils, Pse</b> - DCMS has just launched a consultation into rural broadband that NALC will be responding to. All details are included in the NALC PC3-21 Rural broadband Bulletin. If you wish to respond please send your response to Chris Borg, Policy manager, National Association of Local Councils e: <a href="mailto:nalc@nalc.gov.uk">nalc@nalc.gov.uk</a> by latest 5 pm on 25th May 2021.</li> <li><b>4. MHCLG Electronic Communications Infrastructure Consultation – including the NALC Briefing PC4-21</b> - MHCLG has just launched a consultation into electronic communications infrastructure that NALC will be responding to. All details were included in the policy provided which was a consultation briefing from NALC. If the Parish Council would like you to respond to this consultation please send your response by 5 pm on 21<sup>st</sup> May 2021 to NALC.</li> <li><b>5. NALC - Tell us how your Council is supporting young people survey on line.</b></li> </ol> <p><b><u>Please Note: This information has been circulated by Email to Councillors.</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. Action for Health and Mental Health Providers Forum Bulletins.</li> <li>2. Cumbria Arts &amp; Culture Network Newsletters.</li> <li>3. Regular Covid-19 – EDC Daily Member's Briefings.</li> <li>4. Regular NALC Updates and Bulletins.</li> <li>5. NALC Cyber Security Guide.</li> <li>6. The Open Spaces Society's Grant a Green campaign – This campaign's aim is to protect green spaces from the many threats which face them, and they want to encourage local Councils voluntarily to register land which they own as a town or village green, to give local people rights of recreation there and to protect it from development.</li> <li>7. Countryside Access Information.</li> <li>8. NALC PC3-21 Rural broadband.</li> <li>9. NALC's response to the Government consultation on the proposed re-organisation of Cumbria.</li> <li>10. Information on VAT on digital services, such as Zoom.</li> </ol> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
29.	<b>Date of the Next Meeting.</b>	<b>RECOMMENDATION</b> that the date of the next scheduled meeting be Wednesday 2 <sup>nd</sup> June 2021. Venue to be confirmed.

**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.

## **LAZONBY PARISH COUNCIL**

### **May 2021 Meeting of the Parish Council**

### **SUPPLEMENTARY APPENDICES**

ITEM NO: (Appendix)	ITEM
12a.	Minutes of the Council Meeting on the 7 <sup>th</sup> April 2021.
21a.	Financial Report by the Treasurer.