

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 29th April 2016.

Dear Sir/Madam,

There will be an **Annual General Meeting (AGM)** of Lazonby Parish Council on **Wednesday 4th May 2016, 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 AGM Meeting is set out as below.

Yours faithfully,



Rebecca Wyatt
Clerk to the Council.

AGENDA

ITEM NO:	ITEM	RECOMMENDATIONS, CONSIDERATIONS & ACTIONS.
1.	Apologies for absence.	TO RECEIVE any apologies for absence.
2.	Appointment of Chairman of the Council for 2016 - 2017.	TO RECOMMEND that proposals are invited from the floor for a Chair to be appointed for the year 2016 – 2017 from the Council Members.
3.	Appointment of Vice-chairman of the Council for 2016 - 2017.	TO RECOMMEND that proposals are invited from the floor for a Vice-chair to be appointed for the year 2016 – 2017 from the Council Members.
4.	The filling of Council Member Vacancies.	TO CONSIDER nominations to fill the Council Member vacancies by Co-option, which were left unfilled at the election by reason of insufficient nominations.
5.	Requests for Dispensations.	TO RECEIVE 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.	TO RECEIVE any Declarations by elected and co-opted Members of any Personal or Prejudicial Interests relating to any items on the agenda for this

		<p>meeting.</p> <p>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.</p> <p>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.)</p> <p>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.</p> <p><i>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><u>A note from the Clerk to the Council.</u></p> <p>A personal interest 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.</p> <p>A personal interest will also be a prejudicial interest 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>	
7.	Matters of Urgency.	<p>TO CONSIDER 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><u>Please Note:</u> 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>
8.	Minutes of the Council Meeting of the 6th April 2016.	<p>RECOMMENDATION that the Minutes of the Parish Council meeting on the 6th April be approved and signed as a true record of those proceedings.</p> <p style="text-align: right;"><u>Note: Please see Appendix 8a.</u></p>
9.	Matters Arising from the Minutes of the Council Meeting of the 6th April 2016.	TO CONSIDER any matters arising from the Minutes of the Council Meeting of the 6 th April 2016.
	15/152 - Report from County Councillor Hilary Carrick.	TO RECEIVE an update about the resurfacing of Scaur Lane.
	15/170 - Town and Country Planning Act 1990 Appeal under section 78 for Planning Applic. 14/0919.	TO RECEIVE an update about the Town and Country Planning Act 1990 Appeal under section 78 for Planning Application 14/0919 (behind the Lilacs).
	15/190 – Overgrown pavement, Seat and	TO RECEIVE an update about the damaged Bus Stop Sign at Armathwaite Road End of the A6.

	damaged Bus Stop Sign - Armathwaite Rd End.	
	15/244 - Wall at Bank Foot.	TO RECEIVE an update on the collapsed wall at Bank Foot.
	16/22 - Copper Beech Tree at Croglin Designs.	<p>TO RECEIVE an update about the Copper Beech Tree at Croglin Designs.</p> <p>ALSO TO RECOMMEND that the Members be asked to confirm that an E Mail exchange took place to agree to the course of action needing to be taken regarding the copper beech tree due to its assumed urgency.</p> <p><u>Report of the Clerk to Council.</u></p> <p>At the last meeting of the Parish Council in April 2016, the Council agreed that once the Clerk had heard from Rob Sim that the Clerk then contact Council Members via Email to discuss the issue further, so that they could agreed to the appropriate course of action to take. Rob Sim has checked the work needing to be carried out on the copper beech tree and quotes £250 for the careful pruning of the tree to reduce the chances of future damage to phone lines and he will insure it would not be detrimental to the appearance of the tree. As it is half a day's work for a couple of men so would cost £250. The Council agreed via Email to accept the quote from Rob Sim to carry out the work. The Clerk then contacted Rob Sim to ask him to carry out the work to which Rob agreed.</p>
	16/23 - Low Plains Quarry Update.	TO RECEIVE an update about Low Plains Quarry.
	16/47 - Closure of Railway between Carlisle and Appleby.	TO RECEIVE an update about the closure of the Railway between Carlisle and Appleby.
	16/49 - Parish Field and Grazing to Let.	<p>TO RECEIVE an update about the Parish Field and grazing to let for 2016.</p> <p>TO ALSO CONSIDER the goal posts ownership and the issue of the field.</p> <p><u>Report of the Clerk to Council.</u></p> <p>An issue over the goal posts and insurance liability has arisen. As it stands it is believed the goal posts are not covered by Insurance so this needs to be discussed further and resolved. The Cub Scouts don't mind them staying on the land. However, there is an issue with ownership which the Parish Council will need to address before removal if that was the course of action to be taken. The Council may need to remove and store them until they find out who owns them.</p>
10.	Public Participation.	<p>TO RECEIVE any contributions from the parishioners relating to:</p> <p>a) Any item on the agenda;</p> <p>b) And any other parish-related matter which they may wish to raise.</p>
11.	Fibre Optic Broadband.	TO RECEIVE an update regarding Fibre Optic Broadband from Brian Smythe.
12.	Report from the District Councillor Gordon Nicolson.	TO RECEIVE a report from the District Councillor Gordon Nicolson about Eden District Council matters affecting the Parish.
13.	Report from County Councillor Hilary Carrick.	TO RECEIVE a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.

14.	Review of Standing Orders, Financial Regulations and adopting other policies and procedures.	<p>TO CONSIDER if any amendments should be made to the current Standing Orders and Financial Regulations of the Council.</p> <p><u>Report of the Clerk to Council.</u> The Clerk has made the amendments to the Financial Regulations however due to lack of time between meetings the Treasurer has not yet been able to liaise with the Clerk, so would like to request to bring them back to the June 2016 meeting of the Parish Council to officially adopt.</p>
15.	Adopting Further Policies and Procedures.	<p>TO CONSIDER adopting other formal policies, such as Complaints Procedures and Equality Policy.</p> <p><u>Report of the Clerk to Council.</u> The Clerks has been looking into the Parish Council adopting further formal polices and would be happy to adapt existing models for Lazonby Parish Council. Then bring the adapted policies back to the Council for approval and adoption. This may take some time to complete but it would be beneficial to the Parish Council.</p>
16.	Schedule of Council Meetings and Venues for 2016/2017.	<p>TO CONSIDER the schedule for Council meetings and the venues from June 2016 until May 2017.</p> <p>TO RECOMMEND that the following dates to be booked, being the first Wednesday of every month. These dates exclude August 2016 and January 2017 as no Council meeting is held during those months:</p> <p>Wednesday 1st June 2016; Wednesday 6th July 2016; Wednesday 7th September 2016; Wednesday 5th October 2016; Wednesday 2nd November 2016; Wednesday 14th December 2016; Wednesday 1st February 2017; Wednesday 1st March 2017; Wednesday 5th April 2017; Wednesday 3rd May 2017.</p>
17.	Establishment of Committees and Working Groups 2016/2017.	<p>TO CONSIDER the re-establishment of existing Committee and Working Groups for 2016/2017. The following are the 2015 - 2016 Committees and Members.</p> <ol style="list-style-type: none"> 1. Planning Committee Members 2015 – 2016: Councillors Virginia Minihan, Chris Hill and Christine Chamberlain. 2. Environment and Neighbourhood Committee Members 2015 – 2016: Councillors Chris Hill, Chris West, John Judson and Gordon Nicolson 3. Finance and Budget Committee Members 2015 – 2016: Councillors John Judson, Virginia Minihan, Peter Minihan and Treasurer Chris Hoy. <p>ALSO TO CONSIDER re-establishing the Governance Committee. The Members in 2014 - 2015 were Councillors Gordon Nicolson, Penny Clay and Peter Minihan. However, this was was not considered or minuted at the last May 2015 meeting of the Parish Council, and so will need to be re-established at this May 2016 meeting of the Parish Council. The Governance Committee considers issues around the Standing Orders, Financial Regulations, Code of Conduct and other general administration, as well as complaints against the Parish Council and Officers.</p> <p>ALSO TO CONSIDER if any new Committees or Working groups need to be established.</p>

18.	Representatives on Outside Bodies 2016/2017.	<p>TO CONSIDER the appointment of representatives to serve on the following outside bodies for 2016/2017. The following are the 2015 - 2016 Parish Council representatives.</p> <p>a) Eden Association of Local Councils – Councillor Gordon Nicolson; b) Low Plains Quarry Liaison Forum – Councillor Virginia Minihan; c) Lazonby Village Hall Management Committee – Councillor Chris Hill; d) Lazonby and District Swimming Pool Association Management Committee – Councillor Christine Chamberlain.</p>
19.	Lazonby Parish Projects:	<p>TO RECEIVE an update regarding the registration of Parish land.</p> <p><u>Report of the Clerk to Council.</u> Bethan Griffiths, Solicitor at Cartmell Shepherd, has contacted the Clerk to inform the Council that she has been speaking with the Methodist Church Solicitor from Sintons LLP. Apparently the Methodist Church Trustees are happy for the registration to progress however they want their rights over the land correctly documented. Beth's understanding is this mainly relates to the rights of access along the path shown coloured green on the attached plan together with the right to any services that there may be serving the Church in, on under or over the property. The Methodist Church Trustees have asked whether the Parish Council would consider transferring the footpath shown coloured green on the attached plan to the Methodist Church. Bethan has asked if the Parish Council's can give her instructions on this matter Bethan has also said in a follow up Email that at this stage, please treat the request as an enquiry and not a definite offer. The Methodist Church's solicitor has asked me to put the proposal to the Parish Council to see if it is something that they will consider. <u>Note: Please see Appendix 19a.</u></p> <p>TO RECEIVE an update regarding the Neighbourhood Plan.</p> <p>TO RECEIVE an update regarding the Street lighting in the Parish.</p> <p>TO RECEIVE an update regarding the Scaur Close Green triangle project.</p> <p>TO RECEIVE an update about the Community Playground.</p>
20.	Financial Report by the Treasurer.	<p>TO RECEIVE the Financial Report from the Treasurer. <u>Note: Please see Appendix 20a.</u></p> <p>ALSO TO RECCOMEND an amendment to the Minutes of the Parish Council for December 2015 following the discovery that the funding given to the Lazonby & District swimming pool of £250 had not been recorded in the resolve although agreed to. This will therefore be minuted in the May 2016 minutes of the Parish Council.</p>
21.	Authority for Payments.	<p>TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members.</p> <p>1. Annual Subscription 2016/2017 for Cumbria Association of Local Councils (CALC) of £214.00.</p>
22.	Planning Applications – New (or Appeal).	<p>TO CONSIDER any new applications which have been issued for consultation by Eden District Council.</p> <p>1. Planning Application Reference No: <u>3/16/9007</u>. Location: West Brownrigg Quarry, Plumpton, Penrith, CA11 9PF (Grid Ref: 351800</p>

		<p>537100)Proposal: Section 73 application to vary conditions 2, 4 and 11 of Planning Permission 3/11/9007 to amend the timescales for the progressive restoration and to utilise additional blasting methods.</p> <p>Please Note: 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.</p>
23.	Planning Applications – Decisions.	<p>TO RECEIVE and be NOTED decisions on Planning Applications which have been issued by Eden District Council.</p> <p>Please Note: At the time of this Agenda being issued there were no 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>
24.	Police up-date.	<p>TO RECEIVE a report from the local Community Police, including any Neighbourhood Alert bulletins.</p> <p>1. The Police and Crime Commissioner Elections will be held in Cumbria on 5th May 2016; the candidates standing in that election, alphabetically by surname (as they will appear on the ballot paper), are:</p> <ul style="list-style-type: none"> • BIRCHALL, Loraine (Liberal Democrats) • McCALL, Peter Joseph (The Conservative Party Candidate) • PYE, Michael (UK Independence Party (UKIP)) • ROBINSON, Mary (Independent) • WATSON, Reg (Labour Party)
25.	Lazonby Fire/Rescue Service.	<p>TO RECEIVE a report about the Lazonby Fire/Rescue Service, including any neighbourhood Alert Bulletins.</p>
26.	Housing issues and Development in the Parish.	<p>TO RECEIVE an update regarding the Barton Dale signs.</p> <p>ALSO TO CONSIDER any other issues relating to housing issues in the parish.</p>
27.	Traffic and Parking Issues in the Village.	<p>TO CONSIDER any traffic or parking issues in the village.</p> <p><u>Report of the Clerk to Council.</u> Jeff Taylor, Roads Policing Analyst 4051, has contacted the Clerk with the following Email. The Email was sent after the Parish Council requested the presence of the yellow safety van (speed camera) in the village, especially near to the school, after the Parish Council had received numerous complaints of speeding traffic travelling up and down the main road of the village passed the school, especially during school hours:</p> <p><i>“The below issue was discussed by the local CRASH (Casualty Reduction And Safer Highways) group at Carlisle Police Station yesterday. A speed survey that had been carried out between 24/03/2016 and 03/04/2016 has shown that the 85% of vehicles passing the site was below the recommended threshold for enforcement and, also taking into account the recent injury collision data it was decided that no enforcement would be authorised. Due to the ongoing financial restraints placed on us we do not have the resources we once had to respond to such requests and have to be more intelligence led to ensure there is a speeding issue, as opposed to a perception of speeding, and also take into account the number of injury collisions in the area. Should the Parish Council wish to have the Highways Agency (in this case Cumbria County Council Highways) look into the possibility of having a 20mph zone introduced we were</i></p>

		<p><i>reminded that you can approach the Local Committee to consult with CCC Highways about such a move and the Local Committee have funds for this. The TMO Team Leader for CCC Highways is Kevin Crawley. I have also attached a Community Speed Watch leaflet which explains how community members can be trained by the police in the use of a speed gun and report to the constabulary the registration numbers of any vehicles speeding through a designated area. The scheme will shortly take possession of a number of additional speed guns and other equipment donated by the CRASH group.”</i></p>
28.	LPC Cumbria Highways Link Person Report.	<p>TO RECEIVE a report on any other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
29.	Emergency Procedures for Parish.	<p>TO CONSIDER a date for the Environment and Neighbourhood Committee to meet to discuss the implementation of an emergency plan for the Parish using the ACTion template for emergency planning.</p> <p><u>Please Note: this information has already been given out on Email to Councillors.</u></p>
30.	Lazonby 10 k Run.	<p>TO CONSIDER notification about a 10 K run in Lazonby.</p> <p><u>Report of the Clerk to Council.</u> <i>The Clerk received an Email from Helen Borradaile who wrote “to say that we are planning on running Lazonby 10 k in aid of the school and jigsaw children's hospice on 5th June 2016. We have run it successfully twice so far. We have notified the police, hospital and Cumbria County Council. We will have first aid on site and have full Marshall presence throughout the route. I hope this is ok? Any concerns please contact me.”</i></p>
31.	Highway Notices regarding Defibrillators in the Parish.	<p>TO CONSIDER if the Council would be willing to pay for Highways signs around the parish that would indicate that there are defibrillators in the village.</p> <p><u>Report of the Clerk to Council.</u> The Clerk received the following Email from Elaine Thomson regarding the installation of highways signs indicating that there are defibrillators in the village: <i>“As you drive around the area, you may have seen highway notices at the entrance to various villages eg Hesket, Caldbeck, indicating that there are defibrillators available for use by the whole community at various locations. There are now 3 defibs in Lazonby. The signs are 280x425mm in size and cost £23.50 each. The signs are paid for by the customer, such as the local Parish Council. The signs have already been approved by Cumbria County Council's highway department, so no further authorisation is required. Also, as the signs are for a good cause, the highways department has agreed that the Better Highways teams can install the signs when they're next passing through or working in the area; at no extra cost. I am writing to ask whether the Parish Council would be prepared to pay for the signs which I suggest would be placed on the signs saying "LAZONBY " on the four access roads into the village. That would come to a total of £94.00.”</i></p>
32.	Steps to the Railway Station.	<p>TO CONSIDER who owns the Steps from the Co-op to the Railway Station due to recent health and safety issues.</p> <p><u>Report of the Clerk to Council.</u> A parishioner contacted the Parish Council to inform them that on Monday 11th April 2016, whilst on her way to catch the replacement bus to Carlisle at 7.30 am, fell on the steps leading down from the station to the Coop. This resulted in breaking her ankle and having to be taken to hospital which has left her off work for the following 4 weeks at least. The parishioner wanted the Council to note that there was no handrail on these steps and in summer the steps can</p>

		<p>often be overgrown with weeds and in the winter they are icy. The parishioner asked if this was a Health & Safety matter the Parish Council should be attending to. The Clerk then replied to say that the Parish Council had been informed of the parishioner's accident on the steps leading down from the railway station to the Co-op. The Clerk also informed the parishioner that the Parish Council do not own the steps, although in the past they have tried to find out who owns them but no one has ever claimed ownership. The Clerk also suggested that it is a Health and Safety matter that the parishioner may wish to take up with the owners of the railway station 'Northern'. Apparently, the handrail was removed over 40 years ago, however when it was present it was painted in railway colours implying that the steps were the responsibility of the railway station. One of the Councillors has also been in touch with 'Northern' and is awaiting a reply.</p>
33.	Footpath along the River Eden.	<p>TO CONSIDER the current state of the footpath along the river Eden regarding recent fence repairs.</p> <p><u>Report of the Clerk to Council.</u> The Clerk has been notified about the footpath alongside the river Eden needing attention regarding barb wire and old fencing posts being left after recent fence repairs. The area of concern is the first field that is next to Batemans Lane (Parish Land) and the section that runs along the riverbank which is not owned by the Parish. The recent floods destroyed the fences (posts with single barbed wire across) which belong to the landowner. The landowner has replaced the posts with new barbed wire to make the boundary giving ample footway access. However the problem is that the landowner has not cleared away the old barbed wire and some of the original posts which are strewn along the riverbank and wrapped around some trees in about five locations. The fields beyond are fine. This barbed wire is very visible and could be a potential hazard should any locals, fishermen, campers, livestock and even dogs slip and fall down the bank.</p>
34.	Invitations to Participate.	<p>TO CONSIDER if Council Members would like to comment, take part in, attend, or send a representative to the following:</p> <p><u>Please Note: Some of this information may have already been given out on Email to Councillors.</u></p>
35.	INFORMATION given for reference only.	<p>TO RECEIVE and note any information that has been given out for reference only:</p> <ol style="list-style-type: none"> 1. The Cumbria County Council Highways Hotline number has changed. The new number is 0300 303 2992. The hotline is one method by which the public can report issues with the highway. The change from a 0845 number to a 0300 number will mean a lower call cost for the majority of callers, although this will depend on which phone company they are with, whether it is a land line or mobile, and where they are calling from. Anyone calling the Cumbria County Council Highways Hotline on the 0845 number will still get through. A recorded message will inform them that it is cheaper to redial on the 0300 number, but they will also be given the option to remain on the line to be connected. Callers will also be encouraged to report highways issues online. The recorded message will run until such time as calls to the 0845 have reduced to a minimum. Cumbria County Council did not generate any income from the 0845 number and this will remain the case for the new 0300 number. <p><u>Please Note: Some of this information may have already been given out on Email to Councillors.</u></p>

36.	Date of the Next Meeting.	RECOMMENDATION that the date of the next scheduled meeting be Wednesday 1 st June 2016 - the venue is still to be announced.
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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.