

# 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 30<sup>th</sup> September 2016.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 5<sup>th</sup> October 2016, in the Jubilee Rooms, Lazonby Village Hall, at 7.30 pm.** The Agenda for the Meeting is 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**

<b>ITEM NO:</b>	<b>ITEM</b>	<b>RECOMMENDATIONS, CONSIDERATIONS &amp; ACTIONS.</b>
1.	<b>Apologies for absence.</b>	<b>TO RECEIVE</b> any apologies for absence.
2.	<b>Appointment of Chairman of the Council for 2016 - 2017.</b>	<b>TO RECOMMEND</b> that proposals are invited from the floor for a Chair to be appointed for the year 2016 – 2017 from the Council Members.
3.	<b>The filling of Council Member Vacancies.</b>	<b>TO CONSIDER</b> nominations to fill the Council Member vacancies by Co-option, which were left unfilled at the election by reason of insufficient nominations.
4.	<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.
5.	<b>Declaration of Interest.</b>	<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.  <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</i>

		<p>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.</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>
6.	<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><u>Please Note:</u></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>
7.	<b>Minutes of the Council Meeting of the 7<sup>th</sup> September 2016.</b>	<p><b>RECOMMENDATION</b> that the Minutes of the Parish Council meeting on the 7<sup>th</sup> September 2016 be approved and signed as a true record of those proceedings.  <b><u>Note: Please see Appendix 7a.</u></b></p>
8.	<b>Matters Arising from the Minutes of the Council Meeting of the 7<sup>th</sup> September 2016.</b>	<b>TO CONSIDER</b> any matters arising from the Minutes of the Council Meeting of the 7 <sup>th</sup> September 2016.
	<b>16/22 - Copper Beech Tree at Croglin Designs.</b>	<b>TO RECEIVE</b> an update about the Copper Beech Tree at Croglin Designs.
	<b>16/60 – Public participation - Maintenance of the War Memorial</b>	<b>TO RECEIVE</b> an update about the re-pointing of the War Memorial as discussed at the April 2016 meeting of the Parish Council.
	<b>16/112 - Steps to the Railway Station.</b>	<p><b>TO RECEIVE</b> an update about the steps to the Railway Station.</p> <p><b><u>Report of the Clerk to Council</u></b>  The Clerk spoke to the Property Manager at Trust Inns Ltd who said that they are still waiting for a final quote before they start the work, which they hope will be soon. The Property Manager said he would ring the Clerk once he knew more.</p>
9.	<b>Public Participation.</b>	<p><b>TO RECEIVE</b> any contributions from the parishioners relating to:</p> <p>a) Any item on the agenda;  b) And any other parish-related matter which they may wish to raise.</p>
10.	<b>Fibre Optic Broadband.</b>	<b>TO RECEIVE</b> an update regarding Fibre Optic Broadband from Brian Smythe.

11.	<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.
12.	<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.
13.	<b>Environment &amp; Neighbourhood Committee Meeting.</b>	<p><b>TO RECEIVE</b> an update from the Environment &amp; Neighbourhood Committee regarding the employment of a Ground Worker for Summer 2016.</p> <p><b><u>Report of the Clerk to Council</u></b>  The Treasurer Chris Hoy has been in touch with another Parish Council who employ a Length's Man The sent him the following documents:</p> <ol style="list-style-type: none"> <li>1. Model Lengths man's contract</li> <li>2. Model Agreement with Highways for Lengths man working on the road and verges.</li> </ol> <p>The Lengths man must have his/her own insurance for public liability, and use of own vehicle, fuel, high vis clothing, tools etc. Also there is a list of works that the Lengths man is permitted to carry out. No digging up of the highway but drain covers can be removed and drains cleared out etc. Also note that the Lengths man must have a chainsaw certificate to use a chainsaw on the highway or in a public place. The Parish Council who employ the Lengths man pay him £14/hour for 21 hours a month. They have 50 miles of roadway, so he cannot do everything, but he does an excellent job, and the scheme is very popular with residents.</p> <p style="text-align: center;"><b><u>Note: Please see Appendix 13a and b.</u></b></p> <p><b>ALSO TO RECEIVE</b> an update about the development of a new footpath in the parish.</p>
14.	<b>Lazonby Parish Projects:</b>	
	<b>a. Registration of Parish Land.</b>	<b>TO RECEIVE</b> an update regarding the registration of Parish land.
	<b>b. Neighbourhood Plan.</b>	<b>TO RECEIVE</b> an update regarding the Neighbourhood Plan.
	<b>c. Scaur Close Green.</b>	<b>TO RECEIVE</b> an update regarding the Scaur Close Green triangle project. <b><u>Note: Please see Appendix 14c.</u></b>
	<b>d. Community Play Ground.</b>	<b>TO RECEIVE</b> an update about the Community Playground.
	<b>e. Wall at Bank Foot.</b>	<b>TO RECEIVE</b> a verbal report on the collapsed wall at Bank Foot.
	<b>f. Emergency Procedures for Parish.</b>	<b>TO RECEIVE</b> an update on the emergency procedures for parish. The date for the meeting is Thursday 13 <sup>th</sup> October at 7.30 pm in the Village Hall.
15.	<b>Financial Report by the Treasurer.</b>	<b>TO RECEIVE</b> the Financial Report from the Treasurer. <b><u>Note: Please see Appendix 15a.</u></b>
16.	<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. To pay Zurich Municipal the sum of £811.15 for the Annual insurance renewal.</li> <li>2. To pay BDO LLP the sum of 156.00 for the External Audit Fees.</li> </ol>

17.	<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> <p><b>Please Note:</b> At the time of this Agenda being issued there were no 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> <p><b>ALSO TO RECEIVE</b> a Planning Committee report for approval regarding the following Planning Application, which was considered by the Planning Committee by Email, with written notification to parishioners via the parish notice boards, in July/August 2016. The Parish Council gave a <b>NO COMMENTS</b> response to the following planning application:</p> <p>1. <b>Planning Application No: 16/0545</b> - (Full Application) Installation of a glazed extension on existing raised decking at rear and north elevations of property, at Fairfield, Lazonby, Penrith CA10 1BX.</p> <p><b>Note: Please see Appendix 17a.</b></p>
18.	<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> <p><b>Please Note:</b> 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>
19.	<b>Police up-date.</b>	<p><b>TO RECEIVE</b> a report from the local Community Police, including any Neighbourhood Alert bulletins.</p> <p>1. <b>Police And Crime Commissioner Newsletter - September 2016</b></p>
20.	<b>LPC Cumbria Highways Link Person Report.</b>	<p><b>TO RECEIVE</b> an application for a temporary road closure at Scaur Lane, Lazonby to carry out Drainage works on the U3571 Scaur Lane from its junction with U3605 Scaur Close in a predominantly south easterly direction for approximately 250m to its junction with B6412, on 28<sup>th</sup> November 2016 for 4 days.</p> <p><b>Note: Please see Appendix 20a.</b></p> <p><b>TO ALSO RECEIVE</b> any other reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
21.	<b>Tenancy Agreement with Croglin Designs.</b>	<p><b>TO CONSIDER</b> the renewal of the Tenancy Agreement with Croglin Designs which expires on 31st January 2017.</p> <p><b>Please Note: This information has already been given out on Email to Councillors.</b></p>
22.	<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 the following:</p> <p>1. <b>Healthcare for the Future</b> – launch of the public consultation into possible changes to health services in West, North and East Cumbria. A digital version of the consultation questionnaire and a number of supporting documents on the NHS website (<a href="http://www.wnecumbria.nhs.uk/">http://www.wnecumbria.nhs.uk/</a>). The consultation will last until just before Christmas 2016 and they hope to encourage as many people</p>

		<p>as possible to express their views on the various options. Throughout the consultation they will be holding a number of public meetings and other events to further listen and engage with communities which may be affected by change.</p> <p><b>2. Eden Tripartite Meeting</b> on 10<sup>th</sup> October, 7pm at Town Hall, Penrith. The meeting will be immediately followed by the Eden Association of Local Councils AGM.</p> <p><b><u>Please Note: This information has already been given out on Email to Councillors.</u></b></p>
23.	<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><b>1. Submission of The Cumbria Minerals &amp; Waste Local Plan -</b> Cumbria County Council will submit its Minerals &amp; Waste Local Plan 2015-30 to the Secretary of State for Communities and Local Government. The Secretary of State will then appoint an independent Inspector to conduct an examination of the Plan's soundness and compliance with legal regulations. This will include a number of public hearing sessions.</li> <li><b>2. Cumbria County Council's preparing your Community for Emergency Information.</b></li> <li><b>3. Neighbourhood Planning</b> - letter to all Town and Parish Councils from Gavin Barwell MP via NALC. NALC's chairman Cllr Ken Browse had an introductory meeting with the new housing and planning minister Gavin Barwell MP; Ken provided an overview of NALC and local councils and explained how the sector is changing and developing. He also promoted the vital role parishes are playing in driving forward neighbourhood planning, while the minister briefed Ken on the content of the Neighbourhood Planning Bill which was published the following day.</li> <li><b>4. Environment Agency, Catchment Director update for the River Eden</b> - from Jim Ratcliffe Catchment Director.</li> <li><b>5. Changes to the CALC Constitution</b> - These are changes to ensure that the constitution accurately reflects the processes that are in place. The constitution does require that members are consulted on any changes to the wording.</li> <li><b>6. NALC Revised Legal Topic Note - LTN 59 Re Planning Applications and Decisions – August 2016.</b></li> </ol> <p><b><u>Please Note: This information has already been given out on Email to Councillors.</u></b></p>
24.	<b>Date of the Next Meeting.</b>	<p><b>RECOMMENDATION</b> that the date of the next scheduled meeting be Wednesday 2<sup>nd</sup> November 2016, in Lazonby Village Hall, at 7.30 pm.</p>

**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**

### **October 2016 Meeting of the Parish Council**

#### **SUPPLEMENTARY APENDICES**

<b>ITEM NO: (Appendix)</b>	<b>ITEM</b>
<b>7a.</b>	<b>Minutes of the Council Meeting of the 6<sup>th</sup> July 2016.</b>
<b>13a and b.</b>	<b>Environment &amp; Neighbourhood Committee Meeting.</b>
<b>14c.</b>	<b>Lazonby Parish Projects: c. Scaur Close Green.</b>
<b>15a.</b>	<b>Financial Report by the Treasurer.</b>
<b>17a.</b>	<b>Planning Applications – New (or Appeal).</b>
<b>20a.</b>	<b>LPC Cumbria Highways Link Person Report.</b>