

# 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: Thursday 29<sup>th</sup> March 2018.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 4<sup>th</sup> April 2018, in the Jubilee Room, 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

ITEM NO:	ITEM	RECOMMENDATIONS, CONSIDERATIONS & ACTIONS.
1.	<b>Appointment of a New Chairman of the Council for 2017 - 2018.</b>	<b>TO RECOMMEND</b> that proposals are invited from the floor for a Chair to be appointed for the year 2017 – 2018 from the Council Members, following the recent resignation of the Chair.
2.	<b>Apologies for absence.</b>	<b>TO RECEIVE</b> any apologies for absence.
3.	<b>The filling of Council Member Vacancies.</b>	<b>TO RECIEVE</b> the results of the recent casual vacancy which has arisen in the office of Councillor after a recent resignation.
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</i>

		<p>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.</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>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>
7.	<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>
8.	<b>Minutes of the Council Meeting of the 7<sup>th</sup> March 2018.</b>	<p><b>RECOMMENDATION</b> that the Minutes of the Parish Council meeting on the 7<sup>th</sup> March 2018 be approved and signed as a true record of those proceedings.</p> <p style="text-align: right;"><b><u>Note: Please see Appendix 8a.</u></b></p>
9.	<b>Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the 7<sup>th</sup> March 2018</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).	
	<b>a. Lease with Croglin Designs Ltd (Last minute no. 18/36).</b>	<b>TO RECEIVE</b> an update regarding the Lease with Croglin Designs Ltd.
	<b>b. Footpaths at 'The Meadows' Development (Last minute no. 18/36).</b>	<b>TO RECEIVE</b> an update about the footpaths at 'The Meadows' Development.
	<b>c. Community Speed watch scheme which</b>	<b>TO RECEIVE</b> an update on the Community Speed watch scheme promoted by Cumbria Police.

	Cumbria Police (Last minute no. 18/36).	
	d. Transfer of Assets and Service to the Parish (Last minute no. 18/36).	<b>TO RECEIVE</b> an update regarding the 'Transfer of Assets and Services' to the Parish'.
	e. Post Office Renovations (Last minute no. 18/36).	<b>TO RECEIVE</b> an update on the Post Office renovations.
	f. General Data Protection Regulation (GDPR) (last minute no. 18/34).	<b>TO RECEIVE</b> an update regarding General Data Protection Regulation (GDPR).  <b>ALSO TO CONSIDER</b> a temporary increase of the Clerks hours to cover the extra work needed to achieve GDPR compliance for the Parish Council.
	g. Parish Field and Grazing to Let for 2018 (Last minute no. 18/49).	<b>TO RECEIVE</b> an update on the Parish Field and grazing to let for 2018.  <b>ALSO TO RECOMMEND</b> that the Members be asked to confirm that an E Mail exchange took place to agree to and confirm that they were happy to rent the larger part of the field to the Cub Scouts again this year for £85.  <b><u>Report of the Clerk to Council.</u></b> At the March 2018 meeting of the Parish Council the Clerk asked the Council if they would like her to contact the Cub Scout Leaders to ask if they would like to continue to use the Parish Playing field under the same arrangement as last year, when they rented the larger part of the field as the sole user and the remaining part of the field put out to bids for the grazing. The Clerk heard back from the Cub Scouts who said that they wished to lease the larger part of the field again this year, for the sum of £85, agreed on by the Parish Council through Email. The Clerk put posters up advertising the old allotment part of the Parish Sports field for let for sheep grazing.  The Council received notification that only one bid was received for the sheep grazing, from Mr Blaylock who had offered £60 for the rental of the old allotment part of the Parish Sports field. The Clerk and Councillor Gordon Nicolson, 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 1st April 2018.
10.	Super Fast Broadband.	<b>TO RECEIVE</b> an update regarding Fibre Optic Broadband.
11.	Report from the local Community Police.	<b>TO RECEIVE</b> a report from the local Community Police.  <b><u>Please Note: The monthly Police Newsletter has already been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></b>
12.	Report from the District Councillor Gordon Nicolson.	<b>TO RECEIVE</b> a report from the District Councillor Gordon Nicolson about Eden District Council matters affecting the Parish.
13.	Report from County Councillor Hilary Carrick.	<b>TO RECEIVE</b> a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.

14.	Lazonby Parish Projects:	
	a. Neighbourhood Plan.	<b>TO RECEIVE</b> an update regarding the Neighbourhood Plan.
15.	Financial Report by the Treasurer.	<b>TO RECEIVE</b> the Financial Report from the Treasurer. <b>Note: Please see Appendix 15a.</b>
16.	Authority for Payments.	<b>TO CONSIDER</b> any requests for payment received by the Treasurer, Clerk or Council Members.
17.	Planning Applications – New (or Appeal).	<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>1. <b>Planning Application No: 18/0179</b> – Two storey side extension and front porch, at 24 Barton Dale, Lazonby, Penrith CA10 1BU.</li> <li>2. <b>Planning Application No: 18/0227</b> - Non Material Amendment comprising of hipped roof to proposed two storey extension attached to approval 17/0601, at High View, Low Plains Farm, Calthwaite, Penrith CA11 9RQ.</li> <li>3. <b>Planning Application No: 18/0234</b> - Proposed garages, new access and drainage to serve barn conversions as consented under application 14/1065, at East Brownrigg, Low Dyke, Plumpton, Penrith CA11 9PF</li> <li>4. <b>Planning Application No: 18/0235</b> - Proposed extensions to existing production unit and office welfare building. New site access and internal roadway, delivery yard with earth bunding and associated landscape works, without compliance with conditions on approval 14/1044. Retrospective application for development as built, at Eden Valley Mineral Water Company, Armathwaite, Penrith, CA4 9TU</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 and a copy will be available at the meeting to view.</p>
18.	Planning Applications – Decisions.	<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.	LPC Cumbria Highways Link Person Report.	<b>TO RECEIVE</b> any reports on other issues that has arisen since the last Council meeting concerning Cumbria Highways.

		<p><b>ALSO TO RECEIVE</b> notification about various bridges receiving work in the Eden Area starting 16<sup>th</sup> April 2018.</p> <p><b><u>Please note: that this information has already been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></b></p>
20.	<b>New Committee Members and Deputies for Parish Council Committees.</b>	<p><b>TO CONSIDER</b> the nomination of a deputy member of the Governance Committee</p> <p><b>ALSO TO CONSIDER</b> making any consequential amendments to TORs, to ensure that future Committee Meetings are quorate.</p>
21.	<b>Parish Notice Board.</b>	<p><b>TO CONSIDER</b> what course of action is needed to repair the parish notice board near the Church.</p> <p><b><u>Report of the Clerk to Council.</u></b></p> <p>Councillor John Judson has taken a look at the notice board near the church and discovered that because the posts supporting the board are loose or broken the frame is twisting and not allowing the doors to close properly, causing the catches to break. As a temporary measure Councillor Judson has screwed the doors to the public part of the notice board shut. This means that this part of the board cannot be used until the posts are repaired or replaced. If the posts are to take out and replace it could be quite a big job, it would need two people at least to lift the board off the posts and the new posts would need to be set in concrete. The Council need to now decide how to progress this.</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 any invitations to participate.</p> <p><b>1. Scrutiny Work Programme and Scrutiny Review Topics for 2018/19.</b> - Improving the Council Services we delivery for you - 2018/19 Scrutiny Work Programme. They would like to enlist the Parish Council's help in deciding what Eden Council's Scrutiny's priorities should be over the next 12 months. They would be very grateful if you would add this item to the agenda for your council's next meeting, and take a few moments to collate any suggestions your Councillors may have. They have enclosed a suggestion form for the Parish Council to complete and return to them with any thoughts they may have. This is the Parish Council's chance to put forward subjects that matter to the Parish's residents. Any topics suggested will be considered by the Scrutiny members who draw up a work programme for the coming year. Scrutiny Councillors look at how well Eden District Council's services operate. They can investigate current Council policy to see if it can be improved, and help shape new Council policies. Some investigations can take up six months and include site visits, formal interviews and significant amounts of research. Other reviews are shorter can be held over two or three meetings. Below are the main areas that Eden District Council covers, but the full list is available on our website.</p> <ol style="list-style-type: none"> <li>1. Housing</li> <li>2. Street cleaning and collecting rubbish and recycling</li> <li>3. Leisure</li> <li>4. Food safety</li> </ol>

		<ol style="list-style-type: none"> <li>5. Addressing Fuel Poverty</li> <li>6. Grants for people with disabilities</li> <li>7. Growing the economy of Eden</li> <li>8. Assisting with flooding</li> <li>9. Working with communities in the District</li> <li>10. Public toilets</li> </ol> <p>Scrutiny can also consider issues about crime in Eden. They are happy to hear any suggestions but ideally any suggestions should be about services that the Council is responsible for. Eden District Council is not responsible for roads, public transport, schools, social services or health services. If there is any activity that you feel needs looking at, please complete the attached form and return it to Eden District Council.</p> <p>There are five ways to submit your response:</p> <ol style="list-style-type: none"> <li>1. Send completed forms to: Member Services, Eden District Council, Town Hall Penrith CA11 7QF</li> <li>2. Email completed suggestion forms to: <a href="mailto:scrutiny@eden.gov.uk">scrutiny@eden.gov.uk</a></li> <li>3. Drop suggestions off at the Town Hall in Penrith if you are passing.</li> <li>4. Tell us via our Facebook page: <a href="https://www.facebook.com/EdenDistrictCouncil">https://www.facebook.com/EdenDistrictCouncil</a></li> <li>5. Tweet your suggestions to @EdenCouncil</li> </ol> <p>The deadline for comments to be submitted is before Friday 27 April 2018.</p> <p><b><u>Please Note: This information has already been circulated by Email to Councillors and copies will be available at the meeting to view.</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>1. Revised version of Governance and Accountability for Smaller Authorities in England 2018.</li> <li>2. CALC Newsletter – March 2018.</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>
24.	<b>Date of the Next Meeting.</b>	<p><b>RECOMMENDATION</b> that the date of the next scheduled meeting be Wednesday 4<sup>th</sup> April 2018, in the Jubilee Room, Lazonby Village Hall at 7.30pm.</p>
25.	<b>Wall at Bankfoot.</b>	<p><b>TO RECOMMEND</b> that members of the public and press who are in attendance withdraw from the meeting at this point due to the confidentiality of the matter to be discussed.</p> <p><b>TO CONSIDER</b> the next course of action regarding the collapsed wall at Bank Foot, Lazonby.</p> <p style="text-align: right;"><b><u>Note: Please see Appendix 25a.</u></b></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**  
**April 2018 Meeting of the Parish Council**  
**SUPPLEMENTARY APENDICES**

<b>ITEM NO: (Appendix)</b>	<b>ITEM</b>
<b>8a.</b>	<b>Minutes of the Council Meeting of the 7<sup>th</sup> March 2018.</b>
<b>15a.</b>	<b>Financial Report by the Treasurer.</b>
<b>25a.</b>	<b>Wall at Bankfoot.</b>