

LPC

LAZONBY PARISH COUNCIL

Minutes

**For the Meeting of Lazonby Parish Council on Wednesday 5th April 2023
in Lazonby Village Hall, at 7.30 pm.**

Present: Chair Councillor Chris West

Councillors Gordon Nicolson, John Judson, Angie Miller and Andrew Miller.

Also in attendance: County Councillor Hilary Carrick, Treasurer to the Council Chris Hoy,
Clerk to the Council Rebecca Wyatt and 1 parishioner.

ITEM / MINUTE No.	ITEM	BUSINESS
23/54	Apologies for absence.	RESOLVED that the apologies received from Parish Councillors Phillip Whitehead and Tim Wright be accepted and noted.
23/55	The filling of a Council Member Vacancy.	RESOLVED that it be noted that following the results of the uncontested election then the Council will now look to co-opt new Council Members from the Annual General meeting onwards.
23/56	Requests for Dispensations.	RESOLVED that it be noted that no requests were 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.
23/57	Declaration of Interest.	RESOLVED that it be noted that there were no declarations of interest made.
23/58	Matters of Urgency.	<p>The Council received the following matters which arrived too late to be otherwise placed on the agenda or were excluded by mistake, so were introduced in this part of the agenda. These are as follows:</p> <ol style="list-style-type: none"> 1. CALC request for their annual subscription of £271.54 was received after the agenda had been made public.
		<ol style="list-style-type: none"> 1. RESOLVED that the Council agreed to pay the annual CALC subscription of £271.54.
23/59	Public Participation.	<p>The Chair asked the parishioners present if they wished to make any contributions relating to any items on the agenda, or any other parish-related matter which they may wish to raise. The Parish Council also discussed issues that parishioners had been in contact about.</p> <ol style="list-style-type: none"> 1. A parishioner asked why the Village Hall had not been decorated when the Parish Council had given them a grant to do so. 2. Thank Chris West and parishioner who helped clean the 'Lazonby' signs, and the 30 mph signs into the village
		<ol style="list-style-type: none"> 1. RESOLVED that it be noted that the Village Hall Committee have ring fenced the decorating grant from the Parish Council as they are waiting for some sound proofing to be done before they decorate. 2. RESOLVED that it be noted that Councillor Chris West and a volunteer parishioner have now cleaned the 'Lazonby' signs and the

		30 mph signs into the village, and that the Council wished to thank both Councillor Chris West and the volunteer parishioner for doing the cleaning.
23/60	Report from the local Community Police.	RESOLVED that it be noted that there was no report received from the local community Police. ALSO RESOLVED that it be noted that the Council received the Eden Focus Police Newsletter for Penrith & Alston Police Newsletter for February 2023.
23/61	Minutes of the Council Meeting on the 1 st March 2023	It was recommended that the Minutes of the Parish Council meeting on the 1 st of March 2023 be approved and signed as a true record of those proceedings. RESOLVED that on Minute 23/34 of the March 2023 meeting Minutes should read "...cash has <i>decreased</i> since Covid." ALSO RESOLVED that on Minute 23/34 of the March 2023 meeting Minutes should read "This is expensive but the Parish Council <i>across the County</i> also have a QR code..." ALSO RESOLVED that subject to the above changes the Minutes of the Parish Council meeting on the 1 st March 2023 be approved and signed as a true record of those proceedings.
23/62	Progress Reports on Recent Actions.	The Council received progress reports regarding matters from the Minutes of the Council Meeting on the 1 st of March 2023.
	a. Donations at Eden Bridge Car Park (Last minute 23/34).	The Council received an update about the donations for Eden Bridge Car Park. Councillor Angie Miller and Treasurer Chris Hoy have already provided a feasibility study regarding the provision of a donation facility for users of the Eden Bridge car park. The Council had agreed that they through the QR code way of collecting donations seemed the best solution and now the most suitable QR code provider needs to be found. RESOLVED that it be noted that Councillor Angie Miller is now going to look into this further including how best to sign post it.
	b. Repair of the door on the Grass Cutting equipment storage shed (Last minute 23/34).	RESOLVED that it be noted that invoice for £85 for the rendering work on the grass-cutting equipment storage shed has now been given to the Council.
	c. State of footpaths in the Village (Last minute 23/34).	RESOLVED that it be noted that there was nothing further to report on the program for the maintenance of footpaths, including drop kerbs.
	d. Parish Fishing (Last minute 23/34).	RESOLVED that Councillors Peter Foley and Tim Wright, and Treasurer Chris Hoy still need to finalise a virtual meeting with the Angling Club representatives but they have a provisional date for 14 th April 2023 which needs to be confirmed.
	e. Sign at River Eden (Last minute 23/34).	RESOLVED that it be noted that Councillor Chris West has been to see the Office Manager at Lazonby Estates regarding the letter about the 'no access SSSI site on our stream by Lazonby Estates' sign on the gates at the River Eden but was told the Trustees still haven't given an answer. ALSO RESOLVED that the Parish Council put the information about their

	<p>fishing rights covering the 100 yards passed the second gate away from the bridge on their website so that permitted anglers know.</p>
<p>f. Mud on Road from Quarry Vehicles and Blocked Gully (Last minute 23/34).</p>	<p>The Council received an update about mud on road from quarry vehicles and the blocked gully.</p>
	<p>RESOLVED that it be noted that the blocked gullies on the road near the quarry still haven't been cleaned and it is still flooding.</p> <p>ALSO RESOLVED that Westmorland & Furness Councillor Hilary Carrick will flag the gully needing to be cleaned because the flooding and the pocket of water in that area is dangerous.</p>
<p>g. Damage to the Small Bridge-style Wall Over Harrowbeck (Last minute 23/34).</p>	<p>The Council received an update about the damage to the small bridge-style wall over Harrowbeck. Councillor Chris West took photographs of the damage which consisted of the stones from the wall being pushed into the Beck. Part of the wall is suspended so is potentially dangerous. The ownership of the wall needs to be determined to see who is responsible for its repair.</p>
	<p>RESOLVED that Westmorland & Furness Councillor Hillary Carrick will ask for advice regarding ownership of the damaged small bridge-style wall over Harrowbeck.</p>
<p>h. Parish Field and Grazing to Let for 2023 (Last minute 23/47).</p>	<p>The Council received an update on the Parish Field and grazing to let for 2023. The Council received only one bid for the sheep grazing on the Parish playing/sports field from Mr Blaylock who offered £201 for the year's rent. The Clerk and 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 that he was the successful bidder straight away because the lease started on the 1st of April 2023.</p>
	<p>RESOLVED that it be noted that the Parish Council were content with the decision to rent the field to Mr Blaylock for £201.</p> <p>ALSO RESOLVED that it be noted that due to the timetable for the lease of the field, the Clerk informed Mr. Blaylock that he was the successful bidder straight away because the lease started on the 1st of April 2023.</p> <p>ALSO RESOLVED that the Clerk will write an official letter to Mr Blaylock to let him know his bid was accepted and inform him of the methods of payment for the rent of the field.</p>
<p>i. King's Coronation Celebrations (Last minute 23/48).</p>	<p>The Council received an update about the King's Coronation Celebrations Event on Sunday 7th May 2023, from organiser Councillor Chris West. A marquee is being provided by the school. The Coronation breakfast is at the swimming pool from 9 am - 11 am with the opportunity for a swim. At 10.00 am, the Church will have a Celebration Service. Then there will be tree planting is 11.30 in the children's play park, with a plaque provided by Bells of Lazonby. Then from 2 pm at the school field - games, picnic, Maypole dancing, fancy dress, competitions - cake decorating and crown making. Finishing with a Ceilidh in the evening at the Village Hall. Councillor Chris West has requesting a £100 donation from the Parish Council to help pay for the event. Councillor Chris West will be leafleting outside the co-op to advertise the event.</p>
	<p>RESOLVED that the Parish Council agreed to give a donation of £100 towards the cost of the King's Coronation Celebrations event.</p>

		ALSO RESOLVED that the Parish Council wished to thank Councillor Chris West for all the work she has done in organising the King's Coronation Event.
	j. Maintenance of the Eden Bridge Car Park Area (Last minute 23/49).	RESOLVED that it be noted that about the Maintenance of the Eden Bridge Car Park Area is still to go ahead on Wednesday 26 th April at 7 pm.
23/63	Report from the Westmorland & Furness Councillor.	<p>The Council received a report from Westmoreland & Furness Councillor Hilary Carrick about Westmorland & Furness matters affecting the Parish.</p> <p>Wider County:</p> <ol style="list-style-type: none"> 1. First week of the new Westmorland & Furness Council this is still very new and different from transition to transformation. <p>Local issues:</p> <ol style="list-style-type: none"> 1. The debate whether the damaged manhole cover is the responsibility of Highways or Water utilities continues however, it is now thought that the responsibility lies with the builders of the housing development behind the Lilacs because of the private water discharge that now goes into there. So the legal responsibility may now be in the hands of the housing development's Management Committee. The planning application conditions need to be checked now to see if they have complied and not breached the planning application conditions. Who is responsible for the manhole is still being investigated. 2. The traffic for the Genesis Housing Development in Scaur Lane is turning into Scaur lane up the hill on Main Street which is causing damage to the pavements on the corner and the manhole. It also relates to the damaged drainpipe on the Village hall. It is believed that the responsibility for the damages lies with the Contractors. Highways are now asking for the housing developments contractors to use the road past the Bowling club instead. 3. There is now a Highways leaflet with all contacts for Highways issues. 4. The restoration of the Fingerpost signs has now been completed in the Parish. <p>RESOLVED that Westmoreland & Furness Councillor Hilary Carrick be thanked for her report, the contents of which were noted.</p> <p>ALSO RESOLVED that it be noted that Westmoreland & Furness Councillor Hilary Carrick reserved the right to request to speak on other issues on the agenda.</p>
23/64	Lazonby Parish Projects:	
	a. Proposed Development of Lazonby Egg Packing Station.	The Council received a report about the proposed development of the Lazonby Egg Packing Station. Councillor Gordon Nicolson requested to have a confidential closed meeting at the end of this meeting to discuss private matters regarding the egg packing station and to include Westmorland & Furness Councillor Hilary Carrick as a representative for the Westmorland & Furness Council. Councillor Gordon Nicolson then reported that the remediation grant has been validated by the Council Housing

		<p>Team, with paperwork being prepared for the Westmorland & Furness Council Executive's May meeting. There will be up to seven affordable houses to be built to energy performance category A to include heat pumps and solar panels. The purchase price and remediation update details are still to be discussed in the confidential closed part of the meeting.</p>
		<p>RESOLVED that the Council agreed to have a confidential closed meeting at the end of this meeting to discuss private matters regarding the egg packing station.</p> <p>ALSO RESOLVED that the Council agreed to include Westmorland & Furness Councillor Hilary Carrick as a representative for the Westmorland & Furness Council in the confidential meetings about the Egg Packing Station Housing Development.</p> <p>ALSO RESOLVED that Councillor Gordon Nicolson be thanked for the report about the Egg Packing Station Affordable Housing Project which was noted.</p>
23/65	Financial Report by the Treasurer.	<p>The Council received a report from the Treasurer for March 2023 (please see attached Treasurer's Report).</p> <p>RESOLVED that it be noted that John Kidd has agreed again to audit the accounts for 2022/23 for the usual agreed fee of £70.</p> <p>ALSO RESOLVED that it be noted that for the External Audit, new Auditors have been appointed for the next 5 years until 2026/27; Moore UK are based in Peterborough and the deadline for filing the accounts remains the same date 30th June 2023.</p> <p>ALSO RESOLVED that it be noted that again due to our high turnover above the self certification threshold of £25k as a smaller authority we are required to submit accounts with an extensive report on the variances between accounts 2021/22 and 2022/23 to the nearest £10 on all transactions. This places ourselves in the £50k to £100k income/expenditure band and will incur an audit fee in the region of £315 plus VAT.</p> <p>ALSO RESOLVED that it be noted that Treasurer to the Council Chris Hoy will not be present at the May 2023 Annual General Meeting of the Parish Council but there will still be a Treasurer's report presented to the Parish Council.</p> <p>ALSO RESOLVED that the Treasurer be thanked for his monthly report, the contents of which were approved, accepted and noted.</p>
23/66	Authority for Payments.	<p>RESOLVED that the Council considered requests for payment received by the Treasurer, Clerk or Council Members, and agreed to pay the following:</p> <ol style="list-style-type: none"> 1. The sum of £48.00 for the Village Hall room hire form December 2022 to March 2023. 2. The sum of £86.40 to Councillor John Judson for two bags of sub base material to repair the pot halls at Eden Bridge car park. 3. The sum of £85 to Rod Pattison Building Contractors for pointing the wall on the Grass Cutting equipment shed 4. The sum of £25 to Geoff Wilson for new bark on the shubbray area of the Scaur Close green. 5. The sum of £271.54 to CALC for their Annual Membership

		<p>Subscription.</p> <p>6. The sum of £746.44 to the Clerk to the Parish Council for office and equipment expenses from December 2022 – April 2023, to include £462.99 for a new lap tap, and £283.45 for officer and travel expenses mostly occurred due to the recent local elections and the travel and work that entails ensuring notices are put up and nomination forms are submitted.</p>
23/67	Planning Applications – New (or Appeal).	RESOLVED that there were no new planning applications to consider.
23/68	Planning Applications – Decisions.	RESOLVED that there were no planning application decisions to be noted.
23/69	LPC Cumbria Highways Link Person Report.	RESOLVED that it be noted that there were no further highways issues in the parish.
23/70	Local Government Reorganisation.	The Council received updates on Local Government Reorganisation (LGR) Bulletins –updates and newsletters on Local Government Reorganisation (LGR) – 3 rd March, 10 th March, 20 th March and 24 th March Westmorland & Furness Validation checklist (planning) consultation, Westmorland & Furness The Next Council Conversation 08/02/2023- Output Report, and information on the Westmorland & Furness briefing/update session on 21 st March, at 6 pm.
		RESOLVED that the information and updates about the Local Government Reorganisation be noted.
23/71	Parish Council elections in May 2023.	The Council received an update about the Parish Council election for May 2023. Lazonby Parish Council has an uncontested election so no local election will be needed. Councillors Chris West, Angie Miller, Tim Wright, Andrew Miller and Phillip Whitehead are returning as Parish Councillors leaving five seats empty. The Parish Council must now look to co-opt new Council Members from the Annual General Meeting onwards as the Parish Council may have inquorate issues for future meetings stopping important decisions being made.
		The Chair Councillor Chris wished to thank on behalf for the Parish Council the three Councillors that did not nominate for the Parish Council elections - Councillor John Judson for 40 years service to the Parish Council, Councillor Gordon Nicolson for 15 years service to the Parish Council and Councillor Peter Foley for 5 years service to the Parish Council.
		Due to Councillor John Judson leaving the Parish Council there will be a need to have a new signatory for the Parish Council Cheques for the next four years.
		<p>RESOLVED that it be noted that the Parish Council wished to thank the three Councillors that did not nominate for the Parish Council elections - Councillor John Judson for 40 years service to the Parish Council, Councillor Gordon Nicolson for 15 years service to the Parish Council and Councillor Peter Foley for 5 years service to the Parish Council.</p> <p>ALSO RESOLVED that the Clerk advertise for new Councillors to join the parish Council as a matter of urgency via the Parish Council newsletter, the website and the parish notice boards.</p>

23/72	Highways Issues.	<p>The Council considered a request from another Parish Council about communication issues regarding highways. The following email was received from Satterthwaite Parish Council:</p> <p><i>“To fellow local councils in the new Westmorland and Furness council area. I am contacting you on behalf of Satterthwaite Parish Council regarding continuing issues with Highways in our parish with a focus on road closures. We as a parish and Satterthwaite in particular have been subjected to multiple road closures in the last 18 months all resulting in diversion times of up to an hour With no consultation from Highways and little notification. I have contacted highways regarding this and our MP Tim Farron has also pursued the matter with highways and the resulting replies show that they Have no comprehension of the effect the closures and subsequent diversions have on local peoples lives. The other important aspect of the road closures is that emergency services can’t also access the roads either. Its clear that Highways are not taking this issue seriously and we are a small rural PC are struggling to get any proper dialog on the issue I am hoping that As local councils if we can get together we can force some changes to the way this issue is dealt with by highways especially at this point with the new unitary authority Taking control from April. The points I would like to deal with –</i></p> <ul style="list-style-type: none"> • <i>If the proposed road closure leads to a diversion of more than 15min then there has to be consultation with the local council and other options such as traffic management should be discussed.</i> • <i>If multiple contractors are putting in supplies (example to a new house) they have to coordinate to minimise closures.</i> • <i>That emergency services access is kept open.</i> <p><i>Please let us know if your council is interested in meeting up to discuss this issue either by zoom or in person. We will also ask Peter Thornton the new Westmorland & Furness council cabinet member for Highways and Tim Farron to attend Also if you would like to add other Highways issues to the agenda please let us know.”</i></p>
<p>RESOLVED that the Council noted the request from another Parish Council about communication issues regarding highways without further action.</p>		
23/73	Clerk’s Laptop Computer.	<p>The Council received information about the purchase of a new laptop for the Clerk.</p> <p>It was also recommended that the Members be asked to confirm that an E Mail exchange took place where Parish Councillors agreed to give the Clerk to the Parish Council the permission to urgently purchase a laptop for the Parish Council’s Clerk’s duties due to the failure of the existing laptop.</p> <p>The Council also considered what the Parish Council wished to do with the old laptop once all Parish Council data has been removed. The Clerk is of the opinion it would be better to be disposed of it properly as it is not of any value now due to its technical issues and age.</p> <p>The Clerk has been having issues with the Parish Council’s laptop for a while but during this March it was the worst it has been, turning itself half way through doing her work which lost the completed draft March 2023 Minutes so the work had to be completely done again, and turning off during recent online training for the Elections, the battery does not work anymore, and it was also very slow. The laptop was purchase in March 2013 so it is now 10 years old which is a good age for any laptop. Due to the upcoming Local Elections and Annual General Meeting and work in general the Clerk</p>

		<p>felt that the laptop was not meeting the Parish Council needs anymore, so the Clerk asked Parish Councillors via Email if a new laptop could be purchased as soon as possible as the situation was deteriorating and the Clerk did not feel she could carry out the work that needed to be done. After an email discussion and the Clerk giving the Parish Councillors links to several laptops around the price of £400 - £500 which would adequately meet the needs of the Parish Council. The Parish Councillors were happy with this and all agreed that the Clerks could purchase the laptop she felt was the best for the job. The Clerk chose to buy an Asus VivoBook Laptop which was £459 plus £3.99 delivery which was not only the cheapest but the better specifications and a good make of computer. The Computer has now arrived and the Webmaster has been setting it up for the Clerk. The Clerk did ask if needed could a more up to date Office package be purchased too if the current 2007 packages could not be used, however, the 2007 Office package is working fine on the new laptop.</p>
		<p>RESOLVED that Members confirmed that an E Mail exchange took place where Parish Councillors agreed to give the Clerk to the Parish Council the permission to urgently purchase a laptop for the Parish Council's Clerk's duties, for the sum of £459 plus £3.99 delivery, due to the failure of the Clerk's existing laptop.</p> <p>ALSO RESOLVED that the report about the Clerks purchase of a laptop to replace her existing laptop due to major operational issues after 10 years of use.</p> <p>ALSO RESOLVED that the data be removed from the Clerks old laptop and then look into seeing if it can be recycled in anyway if not dispose of it properly.</p>
<p>23/74</p>	<p>Parish Boon Day.</p>	<p>The Council considered when to have a boon day in the parish in order to pick up litter and have a general tidy up.</p> <p>RESOLVED that the parish Boon day be organised for Sunday 21st May 2023 at 11 am, meeting at Will Pool.</p> <p>ALSO RESOLVED that it be noted that Councillor Gordon Nicolson will give Councillor Angie Miller the litter picking equipment to store for use.</p> <p>ALSO RESOLVED to make sure the regular parish litter pickers rubbish bags are being collected on a regular basis.</p> <p>ALSO RESOLVED that the Clerk will advertise the parish Boon day through the Parish Council newsletter and notices on the parish notice boards and Parish Council website.</p>
<p>23/75</p>	<p>Broadband in the Parish.</p>	<p>The Council considered if the Parish Council would like to support B4RN broadband again as they are retrying to bring their broadband services to the village. Councillor Tim Wright has said he is happy to relook at this broadband service for the parish. A Kirkoswald Parish Councillor who has experienced the process is happy to attend a future meeting to talk about the experience of installing B4RN broadband in their parish. Historically it is known that there is a lot of work involved, and that a better clearer project leaflet is needed. The Parish Council wishes to find out more about the process of installing B4RN broadband before they support it again.</p> <p>Information was also given about another broadband service 'Factco' who has said that they will be supporting Cumbria with the roll out of Ultrafast Broadband to both residents and businesses across the County, initially Kirkby Stephen & Lazonby are two areas they are currently looking to support.</p>

		<p>RESOLVED that the Council agreed that Councillors Tim Wright and Andrew Miller liaise about the B4RN project, and to ask the Kirkoswald Councillor to attend a future Parish Council meeting, after the May Annual General Meeting, to inform the Parish Council more about the process of installing the B4RN broadband network.</p> <p>ALSO RESOLVED that the Council noted the information about 'Factco' broadband services.</p>
23/76	Invitations to Participate.	<p>The Council considered 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"> 1. Community Hubs/Power Loss Questionnaire - Please complete the questionnaire by Monday 17 April 2023. 2. Climate Action: Please complete this online survey for Town and Parish Councils which focuses in particular on carbon reduction and community energy. 3. DLUHC Consultation On Infrastructure Levy - Request To Circulate NALC Briefing To Member Councils In Your Areas. <p>RESOLVED that invitations to participate be noted.</p>
23/77	INFORMATION given for reference only.	<p>RESOLVED that it be noted that the following information was given to the Council for reference only:</p> <ol style="list-style-type: none"> 1. Practitioners Guide 2023, along with a document highlighting the changes. 2. CALC News - January & February 2023 3. News from Eden Rivers Trust - spring 2023. 4. Official notification to submit your authority's return 2022/2023. 5. Cumbria in Bloom Woodland Copse Award & RHS Big Seed Sow information. 6. Ford Warning Signage. 7. Cost of Living: Household support fund after LGR, National Citizens Advice Webinar Information. 8. Cumbria Local Authority Climate Updates. 9. Connecting Cumbria re broadband across Cumbria update.
23/78	Date of the Next Meeting.	<p>RESOLVED that it be noted that even though it was recommended that the date of the next scheduled meeting, the Annual Open Parish Meeting and the Annual General Meeting be Wednesday 10th May 2023, at 7 pm, in the Village Hall, there are no issues with attendance and the meeting being quorate, so it has been suggested an alternative date of Thursday 11th May.</p> <p>ALSO RESOLVED that the Clerk look into the possibilities of the new date and attendance of Councillors to make sure the meeting is quorate.</p> <p>ALSO TO NOTE that this Meeting of the Parish Council is the second Wednesday in the month due to the Local Parish Council Elections.</p> <p>ALSO TO NOTE that the meeting will start with an Annual Open Parish Meeting followed by the Annual General Meeting of the Council.</p>

At this point in the meeting, the Chair asked that any members of the public and press who were in attendance withdraw from the meeting at this point due to the confidentiality of the matter to be discussed.

RESOLVED that the Council agreed that members of the public and press who were in attendance withdraw from the meeting at this point due to the confidentiality of the matter to be discussed.

At mid point during the confidential part of the Parish Council meeting, the Chair addressed the Parish Council present to ask if they wished to carry on business beyond the two-hour time limit for Parish Council meetings. It was RESOLVED to continue to complete all business on the agenda.

23/79

Confidential information on the Proposed Development of Lazonby Egg Packing Station.

RESOLVED that it be noted that Councillor Gordon Nicolson gave the Council a confidential report about the proposed development of Lazonby Egg Packing Station.

The meeting finished at 9.41 pm.

Please Note:

Amendments to these Minutes have been made in red following approval at the Parish Council Meeting on the 10th May 2023.