

# 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 29<sup>th</sup> November 2019.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 4<sup>th</sup> December 2019, 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**

<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>The filling of Council Member Vacancies.</b>	<b>TO CONSIDER</b> any nominations to fill the Council Member vacancy left unfilled at the recent election by reason of insufficient nominations.
3.	<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.
4.	<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</i>

		<p><i>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>  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>
5.	<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>
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>Report from the local Community Police.</b>	<b>TO RECEIVE</b> a report from the local Community Police.
8.	<b>Minutes of the Council Meeting of the 6th November 2019.</b>	<p><b>RECOMMENDATION</b> that the Minutes of the Parish Council meeting on the 6<sup>th</sup> November 2019 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.	<p><b>Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the 6<sup>th</sup> November 2019</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. 19/219).</b>	<b>TO RECEIVE</b> an update regarding the 'Transfer of Assets and Services' to the Parish'.
	<b>b. Footway Light replacement on the B6413 (last minute no. 19/219).</b>	<b>TO RECEIVE</b> an update regarding the Footway Light replacement on the B6413 near Thorn Tree.
	<b>c. Hedgehog Warning Signs (last minute no. 19/219).</b>	<b>TO RECEIVE</b> an update about the Hedgehog warning signs.

<p><b>d. Parish Council representatives on Committees of local organisations (last minute no. 19/219).</b></p>	<p><b>TO RECEIVE</b> an update about the Parish Council representatives on Committees of local organisations.</p>
<p><b>e. Replacing the existing Photocopier Printer Model (last minute no. 19/219).</b></p>	<p><b>TO RECEIVE</b> an update about replacing the existing Photocopier Printer Model.</p>
<p><b>f. Dog Fouling and loose dogs (last minute no. 19/219).</b></p>	<p><b>TO RECEIVE</b> an update about the dog fouling and loose dogs in the field near the river Eden.</p> <p><b><u>Report of the Clerk to the Council.</u></b>  The Clerk heard from the Community Wardens who said that further to the Parish Council's enquiry with the Community Wardens about dog issues in the area of the swimming pool and river Eden, the wardens checked and, as suspected, the footpaths leading out of the village are not covered by the PSPO. They said that they have done as suggested, which was reported at the November 2019 which was to put up some of their posters at the access points to these paths. They have also made visits to the general area but have not seen anything within the PSPO which has needed action, nor seen any dog walkers to speak to. When in the area they will continue to monitor the village end of the paths. Councillor Gordon Nicolson has managed to get the NFU signs about livestock.</p>
<p><b>g. Lights on Fiddlers Lane (last minute no. 19/219).</b></p>	<p><b>TO RECEIVE</b> an update on the lights on Fiddlers Lane.</p>
<p><b>h. Memorial for Chris Hill (last minute no. 19/219).</b></p>	<p><b>TO RECEIVE</b> an update regarding a memorial to Chris Hill, who was a longstanding Parish Councillor and active member of the local community.</p> <p><b>ALSO TO RECOMMEND</b> that the Members be asked to confirm that an E Mail exchange took place to agree to and confirm the purchase of the memorial tree and plaque in memory of Chris Hill.</p>
<p><b>i. Unkempt Areas Under the Railway Bridge &amp; Along the Railway Tracks (last minute no. 19/216).</b></p>	<p><b>TO RECEIVE</b> an update about the unkempt areas under the railway bridge and along the railway tracks.</p> <p><b><u>Report of the Clerk to the Council.</u></b>  At the November 2019 meeting of the Parish Council had reports of large amounts of litter under the Railway Bridge and along the tracks in the village. The Clerk wrote to Northern Rail to ask what their policy was on litter clearance. Pete Myers, Stakeholder Manager, replied on behalf of Northern Rail and sent a map of the areas and who owned or leased them. He explained that in reference to the lease plan of Lazonby Railway sent:</p> <p><i>"as the Station Facility Owner (SFO), we are effectively tenants of our colleagues from Network Rail, who look after the whole railway infrastructure on behalf of the Nation. Basically Northern are responsible for the parts bounded in blue: We are responsible for the cleanliness of these areas and do so through a contract with ISS, this I believe is adequate, the total number of visits by cleaning and maintenance personnel is regularly assessed, however, so things can be changed if necessary. I imagine the litter you are talking about is what would be described as 'trackside' (i.e. by the line).</i></p>

		<p><i>Network Rail ‘own’ the land shaded in green, and do clear it of litter. They have semi-regular patrols to clear the track bed of litter, but for other areas (i.e. embankments or bridges) they normally deal with this reactively. We must appreciate that this is an active railway therefore there are real risks inherent with being in these areas, so any call-out will take time to arrange. You could contact Network Rail on the following if the issue is within their purview: <a href="https://www.networkrail.co.uk/communities/contact-us/">https://www.networkrail.co.uk/communities/contact-us/</a> Incidentally the brown shaded part of the map is an area outside of railway ownership, but over which we have access rights across.”</i></p>
	<b>j. Ownership of Land. (Last minute no. 19/215).</b>	<b>TO RECEIVE</b> an update about the ownership of land near the Old School after a suggestion was made that the land may belong to the Parish Council.
	<b>k. Financial Report by the Treasurer. (last minute no. 19/224).</b>	<b>TO RECEIVE</b> an update about the payment methods for the fishing permits such as an app or website page so it can be paid for online and therefore more accessible to users.
<b>10.</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>11.</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>12.</b>	<b>Lazonby Parish Projects:</b>	
	<b>a. Proposed Development of Lazonby Egg Packing Station</b>	<p><b>TO CONSIDER</b> the proposed development of Lazonby Egg Packing Station.</p> <p><b><u>Report of the Clerk to the Council.</u></b> Lazonby Parish Council has reached agreement with the vendors of Lazonby Egg Packing Station to purchase the site for provision of affordable housing. The purchase will be subject to contract and is conditional on Lazonby Parish Council receiving grants to develop the site. Work is in progress to develop a viable affordable housing project that has the support of the community. Further information will be given when it becomes available.</p>
	<b>b. Neighbourhood Plan.</b>	<b>TO RECEIVE</b> an update regarding the Neighbourhood Plan.
	<b>c. Traffic Issues in the Parish.</b>	<b>TO RECEIVE</b> an update about the Traffic Issues in the parish.
	<b>d. 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.
	<b>e. VE Day Celebrations.</b>	<b>TO RECEIVE</b> an update about the VE Celebrations.
	<b>f. Keeping the Village Tidy.</b>	<p><b>TO RECEIVE</b> an update from the Lazonby Village Volunteers on their work keeping Lazonby Tidy,</p> <p><b>TO CONSIDER</b> the purchase of litter picking equipment for the Lazonby Village Volunteer group to use. This would include the following:</p>

		<p>6 x hoop at £7.99 each = £47.94          6 x grabbers at £13.90 each - £83.40  <b>Totalling = £134.40</b></p> <p>Plus some rubbish bags and plants for the planters around the village.</p> <p><b>ALSO TO CONSIDER</b> writing to Costa and the Co-op about their single use coffee cups, and asking the pupils from Lazonby school to design some stop littering posters to put up in the village.</p> <p><b><u>Report of the Clerk to the Council.</u></b>          The Lazonby Village Volunteers have while picking up litter have noticed how many Costa coffee cups are discarded on the roadside. Costa has a coffee machine in the Co-op. So the volunteers would like the Parish Council to write to the Co-op &amp; Costas and ask them to engage with the community in an effort to reduce litter by suggesting they sell re-usable cups in store with a loyalty card or phone app to get every 6th coffee free with a reusable cup. Rheged &amp; Westmorland services have this innovation.</p> <p>Also, to ask the Co-op to engage with the Parish Council to request that litter is picked up from outside the front of the shop and also from the kerbside outside. Especially as the drains outside have been cleaned out recently and if litter is dropped and then not picked up the drains will soon be blocked again.</p> <p>Also to write to Lazonby School to ask pupils to design a poster to go on the notice boards about picking up litter and the damaging effect litter has on wildlife, watercourses, rivers and the ocean, to engage with the children, to help reduce litter around the school too.</p>
	<p><b>g. Planting Trees in the Parish.</b></p>	<p><b>TO CONSIDER</b> planting approximately 100 saplings of various species at the southern end of what was the Allotment site on the parish playing/sports field.</p> <p><b><u>Report of the Clerk to the Council.</u></b>          The field is already adequately fenced off. The school has also indicated that it would like to be involved. Ideally planting would take place in January or February. The parishioners who are involved with the covenant on the field have been asked if they have any objection to the planting trees and hedgerows on the playing field. In principle, they are happy to go along with the idea of the tree and hedge planting but would like to meet with those who are going to be responsible for the project, so there is no misunderstanding before the project starts.</p> <p>Also, with the recent Tree Week, running from 23rd November to 2nd December 2019, with Tree Charter Day on Saturday 30<sup>th</sup> November, NALC has been encouraging local councils to sign up to the Tree Charter, which they promote alongside The Woodland Trust. They know that many Councils have been in touch and it is great to see the sector so involved in tree planting all over England. There are tree planting events happening all over the country. Parish Council's can also apply for free community tree packs for March 2020. If you would like to sign up to The Tree Charter please email <a href="mailto:claire.goldfinch@nalc.gov.uk">claire.goldfinch@nalc.gov.uk</a>.</p>

13.	<b>Annual Lazonby Parish Council Grant Applications for 2020 – 2021.</b>	<p><b>TO CONSIDER</b> the recommendations from the Finance &amp; Budget Committee for the funding applications for 2020/2021.</p> <p><b><u>Report of the Clerk to Council.</u></b> The Finance and Budget Committee met in November, in order to discuss grant awards, as well as the budget and precept for 2020/2021. The following grant applications were considered with recommendations of awards to be given at the December 2019 Meeting of the Parish Council, in order for the Council to make their final decisions. The following organizations/groups asked for funding and their requests were discussed by the Finance and Budget Committee.</p> <ol style="list-style-type: none"> <li>1. <b>Great North Air Ambulance</b></li> <li>2. <b>The Fellrunner</b></li> <li>3. <b>Lazonby Parochial Church</b></li> <li>4. <b>Lazonby Village Hall</b></li> </ol> <p style="text-align: right;"><b><u>Note: Please see Appendix 13a.</u></b></p>
14.	<b>Financial Report by the Treasurer.</b>	<p><b>TO RECEIVE</b> the Financial Report from the Treasurer.</p> <p style="text-align: right;"><b><u>Note: Please see Appendix 14a.</u></b></p> <p><b>ALSO TO RECEIVE</b> the <b>RECOMMENDATIONS</b> and Draft Minutes of the Finance and Budget Committee regarding the Budget and Precept for 2020 - 2021, after their recent meeting in November 2019.</p> <p style="text-align: right;"><b><u>Note: Please see Appendix 13a and 14b.</u></b></p>
15.	<b>Authority for Payments.</b>	<p><b>TO CONSIDER</b> any requests for payment received by the Treasurer, Clerk or Council Members.</p>
16.	<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><u>Please Note:</u></b> At the time of this Agenda being issued there were <b>no</b> 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>
17.	<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>1. <b>Planning Application No. 19/0605</b> – Creation of an independent dwelling and extension to rear elevation and south east elevation, Eden Field, Armathwaite – <b>REFUSED.</b></li> </ol> <p><b><u>Please Note:</u></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>

18.	<b>LPC Cumbria Highways Link Person Report.</b>	<b>TO RECEIVE</b> any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.
19.	<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. CALC Planning Training sessions:</b></p> <ul style="list-style-type: none"> <li>• <b>13<sup>th</sup> December</b> at Penrith Fire &amp; Rescue HQ, Penrith 2 pm to 4.30 pm</li> <li>• <b>13<sup>th</sup> January</b> Carlisle – Wetheral, 2 pm to 4.30 pm</li> <li>• Your facilitator on the day will be Gwyn Clark, of Gwyn Clark Planning Consultancy Ltd. Gwyn is a highly experienced and skilled chartered town planner, and has over 30 years' experience in senior roles, within the Planning Inspectorate, local government and in the building industry and resides in Cumbria. This is an opportunity for you to understand the planning process but also, more importantly, it is an opportunity to understand how to make your voice more effective when it comes to raising an objection to a planning application or attending the Local Area Planning Committee. The cost will be £45 per delegate for members. Please email or phone to book a place on any of the above events.</li> </ul> <p><b>2. A study to identify measures to improve parking provision in Penrith</b> - Cumbria County Council (Local Committee for Eden); Eden District Council and Penrith Town Council are funding a study to identify measures to improve parking provision in Penrith and ensure good walking and cycling connectivity between car parks and the town. The study commenced in October and is planned for completion in Summer 2020. Your Parish Council has been identified as a key stakeholder who has a direct role in the preparation of the study. This email and the attached project information sheet has been sent to provide an outline of the project and stakeholder engagement. The timeline for this engagement is as follows:</p> <p>Parking and user behaviour surveys to be conducted Thursday 14 – Saturday 16th November. Survey teams will be visible in Penrith on these days. Online surveys to capture all stakeholder's general views: <a href="https://www.smartsurvey.co.uk/s/PenrithSS/">https://www.smartsurvey.co.uk/s/PenrithSS/</a>. The link will be activated from 14th November. Separate invites will be sent to you closer to the workshops dates.</p> <ul style="list-style-type: none"> <li>• Workshop 1 (January 2020) to discuss and review the findings of the data collection – Key stakeholders invite only.</li> <li>• Workshop 2 (February 2020) to discuss potential improvements – Key stakeholders invite only.</li> </ul> <p>The survey will remain live for a period of 3 weeks and will close on Friday 6th December 2019.</p> <p><b>3. NALC Smaller Councils Committee - voting open</b> - Voting is now open for NALC's Smaller Committee's direct election. All smaller</p>

councils with an electorate under 6,000 are encouraged to vote for the three candidates (councillor or clerk) they would like to join the committee and represent the interests of smaller councils nationally. To find out more about each candidate and to cast your council's vote, please click <https://www.nalc.gov.uk/smaller-councils-committee-elections>. The deadline for voting is 5 pm on 13<sup>th</sup> December 2019.

**4. EDC - Community Pocket parks grant funding** - Funding for Pocket parks. Up to £25,000 grant funding is available for communities to create or improve Pocket parks! But hurry, the cut-off date for application is 5 pm on 31 December 2019. The Ministry of Housing, Communities and Local Government is making available £1.35 million to create new pocket parks or renovate existing parks that have fallen into disrepair where it can be shown that physical changes could have a significant positive impact on the local community and address a specific local need. Any community group can apply. But applications will need to be supported by their local authority. Search "Pocket parks" on the Eden District Council website. The application has to be community-led. So do please circulate this information amongst local groups. Please don't hesitate to contact me or the leisure team at Eden District Council for more information. The deadline for applications is 31<sup>st</sup> December 2019.

**5. New fund to celebrate the National Lottery 25<sup>th</sup> birthday year**

- Grants of £100 to £1000 to fund ideas that will bring people together.
- Open to applications from 23<sup>rd</sup> November 2019, for a 2 week period only.
- For details please visit: [www.celebratenationallottery25.com](http://www.celebratenationallottery25.com)

**6. Grants available to Community Groups - Eden Community Fund**

- The next deadline for applications to the Eden Community Fund is 10<sup>th</sup> January 2020. The fund supports communities across Eden who are involved in community projects and events such as:

- Community (outdoor) Amenities
- Community Buildings
- Community Events
- Community Enterprise
- Supporting Communities

Grants of up to £10,000 are available for community projects and up to £5,000 for community events. Application forms, guidance and criteria are available at [www.eden.gov.uk/communityfund](http://www.eden.gov.uk/communityfund). If you would like further information, an informal discussion about your idea or to discuss your application please call 01768 817817.

Alternatively, email [edencommunityfund@eden.gov.uk](mailto:edencommunityfund@eden.gov.uk) with your questions or to arrange a convenient time to call.

**Please Note: This information has been circulated by Email to Councillors and a copy will be available at the meeting to view.**

20.	<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>Cumbria Action for Health &amp; Mental Health Provider Forum Bulletin 04.11.2019.</b></li> <li><b>CALC's November 2019 newsletter.</b></li> <li><b>NALC Smaller Councils Committee Endorsement – for councils with under 6000 electors – Email</b> from an outgoing member of NALC's Smaller Council's Committee David Francis recommending Stephen Rickett for a seat on the committee:   <i>"I will be standing down from this committee next month, but I am very pleased that my colleague (and Northumberland ALC Chief Officer successor) Stephen Rickett has agreed to stand for election, for one of the non-Assembly-member places. If elected, Stephen will be an excellent contributor. As well as bringing his first-hand knowledge of the 5 very small rural councils that he clerks, he can also draw on his wider insight gained from advising and training the hundreds of smaller councils in our area. He also brings a wealth of knowledge from his previous life as a senior lawyer in a principal authority. He is committed not only to influencing NALC's thinking about smaller councils but also to the practical drafting of national guidance, templates and model documents that are geared towards smaller councils. You may also notice that Stephen is the only one from among the eleven candidates, who is from anywhere in the North of England. I think it would be good if there can be a geographical spread of members from across the country. I am confident that he would be a significant asset to NALC's work with for smaller councils."</i></li> <li><b>LTN22 Disciplinary and Grievance Arrangements - November 2019.</b></li> </ol> <p><b><u>Please Note: This information has been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></b></p>
21.	<b>Date of the Next Meeting.</b>	<b>RECOMMENDATION</b> that the date of the next scheduled meeting be Wednesday 5 <sup>th</sup> February 2020, in the Jubilee Room, Lazonby Village Hall at 7.30 pm. There is no scheduled meeting in January 2020.

<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 matters to be discussed in the next agenda items.		
22.	<b>Proposed Development of Lazonby Egg Packing Station (Wall at Bankfoot).</b>	<p><b>TO RECEIVE</b> confidential updates on the proposed development of Lazonby Egg Packing Station.</p> <p><b><u>Note: Please see Appendix 22a.</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**

## **December 2019 Meeting of the Parish Council**

### **SUPPLEMENTARY APPENDICES**

<b>ITEM NO: (Appendix)</b>	<b>ITEM</b>
<b>8a.</b>	<b>Minutes of the Council Meeting of the 6<sup>th</sup> November 2019.</b>
<b>13a.</b>	<b>Annual Lazonby Parish Council Grant Applications for 2020 – 2021.</b>
<b>13a,14a and 14b.</b>	<b>Financial Report by the Treasurer.</b>
<b>22a.</b>	<b>Wall at Bankfoot – CONFIDENTIAL MINUTE</b>