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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 31st October 2025.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 5th November 2025, 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.	Apologies for Absence.	TO RECEIVE any apologies for absence.
2.	The Filling of Council Member Vacancies.	TO CONSIDER any nominations to co-opt new Council Members.
3.	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.
4.	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 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 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>

		<u>A note from the Clerk to the Council.</u> 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. 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.
5.	Matters of Urgency.	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. <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 that 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.
6.	Public Participation.	TO RECEIVE any contributions from the parishioners relating to: • Any item on the agenda; • And any other parish-related matter which they may wish to raise.
7.	Broadband in the Parish.	TO RECEIVE an update about broadband in the parish.
8.	Report from the Local Police.	TO RECEIVE the Eden Focus Police Newsletter for Eden Rural and the Penrith & Alston Police Newsletter for September & October 2025. TO RECEIVE an update on the Cumbria Constabulary Neighbourhood Policing Pledge meetings. <u>Please Note: This information has been circulated by Email to Councillors.</u>
9.	Minutes of the Meeting on the 1 st October 2025.	TO RECOMMEND that the Minutes of the Parish Council Meeting on the 1st October 2025 be approved and signed as a true record of those proceedings. <u>Note: Please see Appendix 9a.</u> ALSO TO RECOMMEND that the CONFIDENTIAL Minutes of the Parish Council's Meeting on the 1st October 2025 be approved and signed as a true record of those proceedings. <u>Note: Please see Appendix 9b – Council Members only.</u>
10.	Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the Parish Council's Meeting on 1st October 2025 (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).	
	a. Light on Village Hall (Last minuted 25/214).	TO RECEIVE an update on the light on the village hall.
	b. Boat Users on the River Eden (Last minuted 25/214).	TO RECEIVE an update on the issues around boat users on the River Eden.
	c. Wreath for Remembrance Day (Last minuted 25/214).	TO RECEIVE an update on the ordering of a Remembrance wreath from the Parish Council for Remembrance Day.
	d. Confusing Road Signs for Road Works (Last minuted 25/214).	TO RECEIVE an update about the recent confusing road work signage.

	e. Flytipping signs at Bargeat Wath (Last minuted 25/224).	TO CONSIDER the issue of the Flytipping signs at Bargeat Wath.
	f. 150 th Anniversary of Lazonby Train Station (Last minuted 25/226).	TO RECEIVE an update about how the community can mark the 150 th anniversary of Lazonby Train Station in May 2026.
11.	Report from the Westmorland & Furness Councillor.	TO RECEIVE a report from Westmorland & Furness Councillor Hilary Carrick about Westmorland & Furness on matters affecting the parish.
12.	Place Action Group (PAG).	TO RECEIVE an update about the Place Action Group (PAG) including the funding application for the signage for the Eden Bridge car park area and the replacement bench.
13.	Parish Projects:	
	a. Will Pool Revamp.	TO RECEIVE an update on the revamp of Will Pool.
	b. Donation Box at Eden Bridge Car Park.	TO NOTE the donation box at Eden Bridge car park is still ongoing.
	c. Resurfacing of Eden Bridge Car Park.	TO RECEIVE an update on the resurfacing of Eden Bridge Car Park.
	d. Egg Packing Station Housing Project.	To RECEIVE an update on the closure of the Egg Packing Station Housing Project.
14.	Parish Maintenance:	
	a. Land at the Old School.	TO RECEIVE an update about issues that need to be resolved on Parish Council's land near the Old school now the wall has been repaired. ALSO TO RECOMMEND that the Members be asked to confirm that an E Mail exchange took place where the Parish Council agreed to paying £300 plus VAT to a structural Engineer, in order to get an opinion on the load bearing capacity of the recently mended wall as soon as possible.
	b. Flooding Issues in the Parish.	TO RECEIVE an update about the flooding issues in the parish.
	c. Roads in the Parish.	TO RECEIVE an update on the following road/Highways issues in the Parish. 1. The resurfacing on Station Road. 2. Parking Issues on Rectory Hill outside the Bowling Club. 3. Broken street drain grate covering outside of Oswald View. 4. Broken drain grate below Townhead in Main Street. 5. Drains at the bottom of the steps near the cottage at the bottom of the village, where Eden Valley Players keep their props, has been blocked which caused the cottage to flood recently. It is full of silt. 6. The recurring water flooding on the road between Eden Bridge car park and the swimming pool.

	d. Footpaths in the Parish.	TO RECEIVE an update about the state of the footpaths in the village. 1. Deteriorating pavement surface located on the corner of Fern Lea.
	e. Parish Tree Survey.	TO RECEIVE an update on the parish tree survey for 2025.
	f. Damaged Fence at Eden Bridge Car Park.	TO RECEIVE an update on the damaged Fence repair at Eden Bridge car park.
	g. Damaged Fence at Bateman Lane.	TO NOTE that the damaged fence at Bateman Lane is still ongoing and will be repaired in due course.
	h. Vandalised Metal Bench on Carlisle Road.	TO RECEIVE an update about the Vandalised Metal Bench on Carlisle Road and stolen George IV memorial plaque.
	i. Overnight parking issues at Eden Bridge car park.	TO RECEIVE an update regarding the issues associated with overnight parking at Eden Bridge car park.
	j. Recycling Centre.	TO RECEIVED any recent issues concerning the recycling centre.
	k. Other Maintenance Issues in the Parish.	TO CONSIDER any other maintenance issues that need to be looked at in the parish that are the sole responsibility of the Parish Council (not other external bodies).
15.	Financial Report by the Treasurer.	TO RECEIVE the October 2025 Treasurer's Report for approval. <u>Note: Please see Appendix 15a.</u>
16.	Village Hall Funding Application for 2025 – 2026.	TO RECEIVE an update about the Village Hall Funding Application for 2025 – 2026.
17.	Funding for the 2025 Christmas Tree for the Parish.	TO CONSIDER the Funding for the Christmas 2025 tree for the parish.
18.	CALC Subscriptions for 2026/2027.	TO CONSIDER the CALC subscriptions for 2026/2027. <u>Report of the Clerk to Council.</u> As agreed last year the CALC Board are writing to Town and Parish Councils to provide them with a provisional figure for the CALC subscription next year 2026/2027, to enable Councils to build this figure into your budget setting. It should be noted however that they normally produce this figure in March because it is based on the number of electors in each parish as they do not receive the electorate figures from the unitary authorities until February, the figure also varies depending upon whether or not any member council has withdrawn from CALC membership. CALC will therefore provide member councils with a figure which is based on current membership and the electorate figure they have used for 2025/2026 subscription figures, but with the caveat that this figure may increase if your electorate has increased in 2025/2026 or if a council withdraws its membership from CALC between now and March 2026. It should also be noted that the NALC portion of the increase is currently only a recommendation and will not be approved by NALC until November 2025, should this figure change then the provisional subscription fee outlined below will also change for the NALC portion. Below you will find your provisional subscription fee for 2026/2027 based on a 3.6% increase from NALC for their portion of the subscription and a 3.5% increase on the CALC portion of the subscription fee: <u>£324.70</u> . Hopefully, this allows member councils to account more accurately for the CALC subscription fee for 2026/2027 when setting their budgets and precept and CALC would also like to take this opportunity to thank member councils for their continued support.

19.	CALC Internal Audit Service.	TO CONSIDER if the Council would be interested in an internal audit service for parish and town councils. <u>Report of the Clerk to Council.</u> CALC are looking to develop an internal audit service for parish and town councils, there would be a fee for the service to cover the costs of delivery, but what I am trying to ascertain at this moment is whether or not there would be the demand for such a service, so I would be grateful if you could let me know by 14th November whether or not your council would be interested in using such a service. All responses are anonymous I just want to gather numbers to determine if the delivery of this service is worth pursuing.
20.	Authority for Payments.	TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members. 1. The sum of £303.60 to Field View Electricals Ltd £303.60 to repair damage to outside Street Light on Village Hall wall. The light is the property of the Parish Council and no one has claimed responsibility for the damage. Fortunately, the Light was not damaged just the supporting bracket which has now been made safe and secure. The VAT is £50.60 which will be re- claimed next year (Bank Transfer No 187). 2. The sum of £118.62 to the Clerk for travel and office expenses for July – Oct 2025 (Bank Transfer No 188).
21.	Annual Lazonby Parish Council Grant Applications for 2026 – 2027.	TO RECEIVE notification of the grant applications for 2026 - 2027 received for consideration, to be further discussed at a Finance and Budget meeting to be held in the near future. 1. The Fellrunner Village Bus for financial assistance of £558 towards providing a scheduled bus service to the residents in the Parish of Lazonby. 2. Lazonby Village Hall for financial assistance of £2000 towards buying a new heating oil tank. <u>Please Note: This information will be given out at the future Finance & Budget Meeting.</u>
22.	Finance & Budget Committee Meeting.	TO CONSIDER arranging a Finance & Budget Meeting for the Parish Council Budget and Parish Council grant-giving for 2026 – 2027. RECOMMENDED that the Council pass a resolution to have a confidential budget meeting after the December 2025 meeting of the Parish Council because of the private financial issues to discuss. The minutes will be published to the public as part of the December 2025 Parish Council Minutes, at the February 2026 meeting of the Parish Council. ALSO TO CONSIDER some aspects of the Parish Council budget for 2026/2027. <u>Report of the Treasurer to Council.</u> The Treasurer wishes to seek clarification on some aspects of the Budget for 2026/27 with the Council prior to presenting the Preliminary Budget at the December Meeting: 1. The expected revised costs to re-surface the recycling car park. Previously the amount for budgeting was £3k plus £1k to replace the fence surrounding the car park and along a stretch of the main road boundary of parish land. (This was partly offset by a grant of £3k). 2. Whilst the Chair is preparing a tree survey, the trees at Will Pool and Old School have grown substantially since the last remedial work in January 2021.

23.	Planning Applications – New (or Appeal).	TO CONSIDER any new applications which have been issued for consultation by Westmorland and Furness Council. Planning Application Ref: 2025/1838/FPA (Full Application) - Change of use of barn to a dwelling, including extension and associated operations, at Eden Field, Armathwaite, Carlisle CA4 9PQ. Planning Application Ref: 2025/1950/HOU (Householder) - Single storey rear extension and alterations to dwelling and garage; widening of existing driveway and associated works, at West End House, Lazonby, Penrith CA10 1AJ. 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. This information has already been circulated by Email to Councillors.
24.	Planning Applications – Decisions.	TO RECEIVE and be NOTED decisions on Planning Applications which have been issued by Westmorland and Furness Council. Please Note: At the time of this Agenda being issued there were no Planning Application Decisions received for the parish. 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. This information has already been circulated by Email to Councillors.
25.	Reports on Any New Highways Issues.	TO RECEIVE and CONSIDER any new reports on other issues that have arisen since the last Council meeting concerning Highways.
26.	Risk Assessment.	TO RECEIVE an update on the Parish Council Risk Assessment.
27.	Considering the new Assertion 10 in the 2025 Practitioners' Guide and digital and data protection responsibilities.	TO RECEIVE an update regarding the implications of the new Assertion 10 in the 2025 Practitioners' Guide and digital and data protection responsibilities.
28.	Request to use the Playing/Sports Field for Metal Detecting.	TO CONSIDER if the Council would give permission to metal detect on the Playing/Sports Field.
29.	Invitations to Participate.	TO CONSIDER if Council Members would like to comment, take part in, attend, or send a representative to any invitations to participate. NEW DATE - CALC Annual General Meeting 15th November 2025. Community Governance Review for Westmorland and Furness - the Community Governance Review consultation page is open for the first public consultation. This stage of consultation lasts for 8 weeks and closes on 8th December 2025. Respond to the consultation at https://consult.westmorlandandfurness.gov.uk/westmorland-and-furness-council/community-governance-review-consultation/ The first consultation stage is an opportunity for consultees to put forward proposals for changes in community governance for parish areas across Westmorland and Furness. The information they receive in this stage will be used to develop recommendations that will then go out for a further consultation. If your parish, town or community council wants something to change then it is important that they hear from you at this stage.

3. **Planning policy consultation notification - Reference 2726145Penrith Conservation Area Appraisal and Management Plan (CAAMP): Public Consultation** - Westmorland and Furness Council are preparing a Character Area Appraisal and Management Plan (CAAMP) for Penrith Conservation Area as part of their statutory duty to preserve and enhance the heritage asset. A public consultation is taking place between Monday 20th October and Sunday 30th November on the draft CAAMP to seek your views.

Background - The central part of Penrith was designated as a conservation area in 1975 and has twice been extended in 1977 and 1981. Section 69 of the Planning (LBCA) Act 1990 says local planning authorities (LPA) shall designate areas of special architectural or historic interest as conservation areas. It is also a duty of the LPA to review these designations to determine if any parts or further parts are correctly designated. In addition, the LPA must formulate and publish proposals for the preservation and enhancement of conservation areas and these shall be submitted for public consideration (Section 71 of the Act). A Conservation Area Character Appraisal is a tool to demonstrate the area's special interest, explains the reasons and effects of designation to owners, businesses and inhabitants, and is a material consideration in planning decisions. Management Plans include guidance and proposals to channel development pressure to conserve the special quality of conservation areas. Ideally character appraisals and management plans should be reviewed at least every 5 years. This new character appraisal and management plan includes a description and assessment of the historical, architectural and townscape qualities of Penrith conservation area. It aims to encourage the conservation, repair, reuse and management of the town's historic environment.

Why they are consulting – they are particularly interested in understanding why you think the Penrith conservation area is of special interest and what opportunities you think there are for enhancing the conservation area. We are also interested in your opinion on the changes being considered to the boundary of the conservation area. Any representations made during the consultation period will be considered and, where appropriate, will be incorporated into the final document.

How to get involved - they have put together a few simple but key questions we would like you to answer. They would prefer if you could respond online at:

<https://consult.westmorlandandfurness.gov.uk/westmorland-and-furness-council/penrith-conservation-area-appraisal-consultation/>

Alternatively if you are unable to respond online you can fill in a paper copy of the questionnaire available at request to the Conservation Team (see contact details below). The consultation will run for 6 weeks from **Monday 20th October to Sunday 30th November**.

4. **Planning policy consultation notification - Reference 2725957-Central Barrow Conservation Area Appraisal and Management Plan (CAAMP): Public Consultation**. Westmorland and Furness Council are preparing a Character Area Appraisal and Management Plan (CAAMP) for the Central Barrow Conservation Area as part of their statutory duty to preserve and enhance the heritage asset. A public consultation is taking place between **Monday 20th October and Sunday 30th November** on the draft CAAMP to seek your views.

Background - Central Barrow was designated as a conservation area in 1981 and was last appraised in 2005. Section 69 of the Planning (LBCA)

		Act 1990 says local planning authorities (LPA) shall designate areas of special architectural or historic interest as conservation areas. It is also a duty of the LPA to review these designations to determine if any parts or further parts are correctly designated. In addition, the LPA must formulate and publish proposals for the preservation and enhancement of conservation areas and these shall be submitted for public consideration (Section 71 of the Act). A Conservation Area Character Appraisal is a tool to demonstrate the area's special interest, explains the reasons and effects of designation to owners, businesses and inhabitants, and is a material consideration in planning decisions. Management Plans include guidance and proposals to channel development pressure to conserve the special quality of conservation areas. Ideally character appraisals and management plans should be reviewed at least every 5 years. This new character appraisal and management plan includes a description and assessment of the historical, architectural and townscape qualities of the Central Barrow conservation area. It aims to encourage the conservation, repair, reuse and management of the town's historic environment. Why we are consulting – They are proposing numerous changes to the boundary of the conservation area, so we are specifically asking for the public's opinion on whether these changes are appropriate. Any representations made during the consultation period will be considered and, where appropriate, will be incorporated into the final document. How to get involved - They have put together a few simple but key questions we would like you to answer. We would prefer if you could respond online at: https://consult.westmorlandandfurness.gov.uk/westmorland-and-furness-council/barrow-conservation-area-appraisal-consultation/ Alternatively, if you are unable to respond online you can fill in a paper copy of the questionnaire available at request to the Planning Policy team (see contact details below). The consultation will run for 6 weeks from Monday 20th October to Sunday 30th November. The Council will also be hosting drop in sessions at Barrow Library on Tuesday 4th November 10am-12pm or 4-6pm. <u>Please Note: This information has been circulated by Email to Councillors.</u>
30.	Information & Correspondence given for reference only.	TO RECEIVE and be NOTED any information and correspondence that has been given out for reference only: Westmorland and Furness Council News releases – on various topics, including devolution updates. CALC Weekly Update – Mid-October News & Training Opportunities. CALC Monthly News. NALC Clear Councils Newsletter – Sept 2025. CVS Information – Health & Wellbeing Bulletin, Events, Volunteer Training & Events, Newsflash Info, Focus on Funding, Cumbria CVS Newsletter, Healthwatch Westmorland and Furness - Transport project and Cumbria CVS AGM: Devolution in Cumbria – What could it mean for the voluntary and community sector? - Wednesday 3rd December, between 10 am and 3 pm in Carlisle. Westmorland & Furness Council Community Governance Review report - regarding keeping Parish and Town Council electoral arrangements under review information. NWS E-Bulletin – Latest inventory for geological disposal published, youth engagement highlights, pioneering NDA partnership and more – October 2025.

		8. Notification of Community Conversation: Draft Taxi Policy information. 9. Westmorland and Furness and Cumberland Councils to give their final consent to devolution in Cumbria information. 10. A Briefing was held on 22nd October 2025 via teams - Design Code - a guide to how homes and business premises are designed and built - Westmorland and Furness Council is currently preparing a Design Code which we are undertaking public consultation on in October and November 2025 information, and slides sent after the briefing. 11. Webinar on the Terrorism (Protection of Premises) Act 2025, also commonly known as Martyn's Law on 21st October 2025. 12. Latest news from Eden Rivers Trust - Autumn 2025. <u>Please Note: This information has been circulated by Email to Councillors.</u>
31.	Agenda Items for Next Month's Agenda.	TO CONSIDER any new agenda items for the December 2025 Parish Council meeting.
32.	Date of the Next Meeting.	RECOMMENDATION that the next scheduled meeting will be Lazonby Parish Council Meeting on 3 rd December 2025, at 7.30 pm, in the Jubilee Room, in the Village Hall. There is no scheduled meeting for January 2026.

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

Meeting of the Parish Council **November 2025**

SUPPLEMENTARY APPENDICES

ITEM NO: (Appendix)	ITEM
9a.	Minutes of the Council's Meeting on 1 st October 2025.
9b.	CONFIDENTIAL Minutes of the Council's Meeting on 1 st October 2025 (Council Members only)
15a.	Financial Report by the Treasurer.