

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 27th February 2015.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 4th March 2015, in the Jubilee Rooms, Lazonby Village Hall, at 7.30 pm.** The Agenda for the Meeting is enclosed and you are hereby summoned to attend.

The Agenda for the Meeting is set out as below.

Yours faithfully,

Rebecca Wyatt
Clerk to the Council.

AGENDA

| ITEM NO: | ITEM | RECOMMENDATIONS, CONSIDERATIONS & ACTIONS. |
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| 1. | Apologies for absence. | TO RECEIVE any apologies for absence. |
| 2. | The filling of Council Member Vacancies by Co-option. | TO RECEIVE an update regarding the Council Member vacancies following Councillors resignations from the Council. |
| 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. 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 registrable 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 registrable or other interests. <i>If a Member requires advice on any item involving a possible declaration of</i> |

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.

A note from the Clerk to the Council.

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.

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| 5. | Matters of Urgency. | <p>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.</p> <p>Please Note: 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. | Minutes of the Council Meeting of the 4th February 2015. | <p>RECOMMENDATION that the minutes of the meeting on the 4th February 2015 be approved and signed as a true record of those proceedings.</p> <p><u>Note: Please see Appendix 6a.</u></p> |
| 7. | Matters Arising from the Minutes of the Council Meeting of the 4th February 2015. | <p>TO CONSIDER any matters arising from the minutes of the 4th February 2015.</p> |
| | 13/245 - Public Participation - Lazonby Community Playground Maintenance. | <p>TO RECEIVE an update regarding the Eden District annual maintenance agreement and repairs of the Community Playground.</p> |
| | 14/196 - Public Participation - The swings on the Coronation Garden site. | <p>TO RECEIVE an update regarding the Coronation Garden site.</p> <p><u>Report of the Clerk to Council.</u> At the last meeting of the Parish Council in February 2015, Council Members agreed to look into registering Coronation Gardens as an asset of community value with Eden District Council. The Clerk has downloaded the forms and started to fill them in.</p> |
| | 14/207 - Public Participation - Cutting back of the tree at Croglin Toys. | <p>TO RECEIVE an update on the Cutting back of the tree at Croglin Toys.</p> <p><u>Report of the Clerk to Council.</u> The Council received a quote of £770 from PS Trees to cut back the large mature beech tree near the Old School. The work included reducing an overall beech crown by 1/3; ensuring the crown reduction results in all branches being clear of the 6 telephone lines that currently run through the beech canopy; ensuring that there are no lateral branches remaining which overhang the Methodist Church and the Old School; ensuring that there are no lateral branches remaining which overhang the adjacent public footpath; cordoning off the immediate area accessible to the public; and chipping, cleaning up and removing all arisings. The work would take 2 days, and prior to the works being carried out, all nearby residents will be informed of the date of the works and the likely noise disturbance. PS Tree contact details will be provided for anyone who wishes to discuss concerns:</p> <p>Day 1 - would require 3 tree workers for two main reasons.</p> <ul style="list-style-type: none"> • To safely lower the lateral branches hanging over telephone wires and the nearby buildings. • To ensure the safety of pedestrians and passing traffic from |

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| | | <p>branches overhanging the highway footpath.</p> <p>Day 2 - would require 2 tree workers to complete the crown reduction as per British Standard 3998 and remove arisings</p> |
| <p>14/222 - Public Participation - Drop Down Kerb at Barton Dale.</p> | <p>TO RECEIVE an update regarding the drop Down Kerb at Barton Dale.</p> <p><u>Report of the Clerk to Council.</u> Both County Councillor Hilary Carrick and the Clerk have spoken to the parishioner, who has requested the drop down kerb at Barton Dale, to keep her inform about its progress. County Councillor Carrick also visited the parishioner and give her a copy of the dropped kerbs plan, explaining to her what is being proposed and giving her assurance that the work will be complete by the end of March 2015. Councillor Carrick also apologised for the delays from last summer and explained what some of the contributing factors have been. <u>Note: Please see Appendix 7a.</u></p> | |
| <p>15/04 - Matters of Urgency- Low Plains Quarry Appeal.</p> | <p>TO RECEIVE an update regarding the Cumbria County Council / Planning Inspectorate Planning Appeal, for the LafargeTarmac Ltd, Low Plains Quarry, Armathwaite, Penrith, which was held on the 17th February 2015.</p> | |
| <p>15/12 - Financial Report by the Treasurer – Renovations at the Old School.</p> | <p>TO RECEIVE an update about the renovations at the Old School.</p> <p><u>Report of the Clerk to Council.</u> As agreed at last meeting of the Parish Council, Councillors John Judson and Gordon Nicolson met with Joe Butler at the Old School to discuss his proposed works. It has been reported by the Councillors that the works are all internal and involve lining walls to increase insulation and some adjustments to the electrical system. There is no cost to the Parish Council and the works will not be visible from the outside. The Councillors agreed that it is in order for Joe to proceed, due to needing to get the work done before the arrival of new machinery, they would recommend this to the next meeting of the Parish Council. They also discussed the terms of the contract. Joe is content with the rent at its present level and the arrangements for three yearly reviews. His primary concern was that if he did the proposed works he wished to have an assurance that the Parish Council were content to maintain the present arrangements for rent, insurance and rent reviews. The Councillors believe that the Parish Council can give this assurance with the proviso that it is conditional on the terms of the lease being met and all payments made on due dates. Joe accepted this. However, the company now occupying the premises is now called Croglin Designs, and not Croglin Toys, and Joe Butler is the principal, so the lease should be changed to reflect this.</p> <p>The Chair and a witness have also signed a 'Landlord's Waiver of Right of Distress' form to say that the Parish Council have no rights to the machinery that Croglin Designs is being loaned. This was carried out immediately as Joe Butler needed to return the form to the machinery owners in order to have it delivered as soon as possible due to work commitments.</p> | |
| <p>8.</p> | <p>Public Participation.</p> <p>TO RECEIVE any contributions from the parishioners relating to:</p> <ul style="list-style-type: none"> a) Any item on the agenda; b) And any other parish-related matter which they may wish to raise. | |
| <p>9.</p> | <p>Fibre Optic Broadband.</p> <p>TO RECEIVE an update regarding Fibre Optic Broadband from Brian Smythe.</p> | |

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| 10. | Report from the District Councillor Gordon Nicolson. | TO RECEIVE a report from the District Councillor Gordon Nicolson about Eden District Council matters affecting the Parish. |
| 11. | Report from County Councillor Hilary Carrick. | TO RECEIVE a report from County Councillor Hilary Carrick about County Council matters affecting the Parish. |
| 12. | Lazonby Parish Projects: | |
| | a. Registration of Parish Land. | TO RECEIVE an update regarding the registration of Parish land. |
| | b. Will Pool Project. | TO RECEIVE an update regarding the Will Pool project. ALSO TO CONSIDER where to put the Cumbrian Waste Management plaque at Will Pool before the opening ceremony. ALSO TO CONSIDER the possible creation of a pathway beside the road to allow disabled and pushchair access from the village. |
| | c. Neighbourhood Plan. | TO RECEIVE an update regarding the implementation of a Neighbourhood Plan. ALSO TO RECEIVE a written report regarding the meeting to consider tenders for support to produce a Neighbourhood Plan. Note: Please see Appendix 12c. |
| | d. Street lighting in the Parish. | TO RECEIVE an update regarding the Street lighting in the Parish. <u>Report of the Clerk to Council.</u> Amanda Ward, the Assistant Property & Contracts Officer at Eden District Council wrote to inform the Parish Council that Eden District Council are in the process of replacing lights on their Outstanding Works Programme (OWP) that meet their criteria and have been agreed with the Parish Councillors on their site visit with Chris Slater. The lights are being replaced in the order that they were reported on the OWP. The following lights have been replaced with a column light and should either be up and running or in the final stages: <ul style="list-style-type: none"> • Light No. 10 – By the railway bridge on the church side • Light No. 35 – Outside 9 Barton Dale, Lazonby, CA10 1BU • Light No. 2 – Outside Stone House, Lazonby, CA10 1BL • Light No. 5 – Outside front of Thorn Tree, Lazonby, CA10 1CL • Light No. 9 – Outside St Nicholas Parish Church, Lazonby, CA10 1BL • Light No. 17 - Outside 1 Hindson Terrace, Lazonby, CA10 1AE • Light No. 18 – Outside Rose Cottage, Lazonby, CA10 1AE The whole process takes a few weeks because there are a number of stages to follow: the column is to be concreted in place; the lamp head will be put on at a later date (this is to let the concrete set without the chance of the column being moved in high winds should the head be installed at the same time); and then the electric supply can be connected by ENWL once the column is in position. |
| | e. Lease of Tarn Wadling Wood | TO RECEIVE an update regarding the joint management of Tarn Wadling Wood. |
| | f. Footpath between Lazonby and Kirkoswald. | TO RECEIVE an update regarding the request for the footpath between Lazonby and Kirkoswald. |

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| | g. Triangle in Scaur Lane. | TO RECEIVE an update on the revamp of the grass triangle in Scaur Close. |
| 13. | Financial Report by the Treasurer. | TO RECEIVE the Financial Report of the Treasurer. <u>Note: Please see Appendix 13a.</u> |
| 14. | Authority for Payments. | TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members. |
| 15. | Planning Applications – New (or Appeal). | <p>TO CONSIDER any new applications which have been issued for consultation by Eden District Council.</p> <p><u>Please Note:</u> At the time of this Agenda being issued there were no New Planning Applications received. However, if any New Planning Applications reach the Clerk to the Parish Council between the Agenda being issued and the Meeting itself, then the Clerk and the Chair will consider if it is appropriate to introduce them to the meeting; or if it may be necessary to convene a meeting of the Planning Committee. These will be initially introduced under the ‘Matters of Urgency’ item on this agenda to then be further discussed in this item of the agenda.</p> <p>ALSO TO RECEIVE the Planning Services Parish Charter Information for reference. <u>Note: Please see Appendix 15a.</u></p> |
| 16. | Planning Applications – Decisions. | <p>TO RECEIVE any decisions on Planning Applications which have been issued by Eden District Council.</p> <p><u>Please Note:</u> 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> |
| 17. | Police up-date. | <p>TO RECEIVE a report from the local Community Police, including any Neighbourhood Alert bulletins.</p> <p><u>Report of the Clerk to Council.</u> Police Inspector Dave Willets has written to the Council to inform them that the police will be having a "Police desk" in the parish:</p> <p><i>"For the past 10 months Eden Neighbourhood Policing Team have held a "Police Desk" at Shap Library on Wednesday 0830 -1130 hours. Although most contact with the police is today made via 101, website or email, there are still a number of people who are more comfortable speaking with a police officer in person. The idea of a Police Desk is to have a regular police presence in a location where Eden residents are normally unable to access face to face policing services. With a Police Desk an officer will simply be at a single location at the same time and day every week, so local residents know where to go if they want to discuss something with the Constabulary. I chose Shap originally as it is the 4th largest conurbation in Eden, but unlike Penrith, Appleby, or Kirkby Steven it doesn't have a police office or dedicated PCSO in the village. Also residents often contacted me to say they wanted to see more police in the village and complained of speeding issues. However after 10 months and much advertising and promotion, we are not getting enough visitors to the Police Desk to provide any kind of value. I have therefore attended the Shap Parish Council meeting and informed them that I am now moving the Police Desk to a new location. The PC have supported this. I would like to move the Police Desk to Lazonby. This is another similarly large village a long way from face to face policing services. It is also obviously a growing village, with the new estate being built. This will</i></p> |

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| | | <p><i>provide other challenges that may require more policing services. I have chosen the COOP to host the Police Desk, as it is a central hub of the village where many local people from a large rural area visit. I am pleased that I have today been told that the COOP have agreed to host the police desk on their premises. I intend to keep the day and times the same. Wednesday 0830 -1130 hours. Before the Police Desk in Lazonby starts, I would like to advertise it in the local Parish Magazine, Constabulary website and posters in the shop itself. In addition I also would like to inform the Parish Council of my intention. If the Council wish me to attend a meeting to discuss this further, I will happily do so." The "Police Desk" is due to start at the Co-op on Wednesday 18th March 2015.</i></p> |
| 18. | Lazonby Fire/Rescue Service. | <p>TO RECEIVE a report from the Lazonby Fire/Rescue Service, including any neighbourhood Alert Bulletins.</p> |
| 19. | Housing issues and Development in the Parish. | <p>TO RECEIVE an update regarding the Barton Dale signs.</p> <p><u>Report of the Clerk to Council.</u> The Clerk has sent Amanda Ward of Eden District Council a letter regarding Lazonby Parish Council's response to Eden District Council's proposed plans for the street nameplates at Barton Dale. Amanda Ward has said that she will be sending a response this week.</p> <p>TO RECEIVE information about the Street Naming and Numbering and Address Allocation Schedule at the New Residential Development at Lazonby, Penrith. Planning Ref: 14/0351 - SNN ID – 14/8056.</p> <p style="text-align: right;"><u>Note: Please see Appendix 19a.</u></p> <p>TO CONSIDER any other issues relating to housing issues in the parish.</p> |
| 20. | LPC Cumbria Highways Link Person Report. | <p>TO RECEIVE a report on any other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p> |
| 21. | May 2015 Parish Council Elections. | <p>TO RECEIVE an update on the May 2015 Parish Council Elections.</p> <p style="text-align: right;"><u>Note: Please see Appendix 21a.</u></p> |
| 22. | Parish Grass-cutting for 2015. | <p>TO RECOMMEND that the parish grass-cutting volunteers should be mobilised again for 2015 with a letter from the Chair to the volunteers.</p> |
| 23. | Parish Field and Grazing to Let. | <p>TO CONSIDER the Parish Field and grazing to let for 2015.</p> <p><u>Report of the Clerk to Council.</u> The Clerk has spoken to the Cub Scout Leaders who have said that they would like to continue to use the parish field on a Monday night, and asked that there be no sheep on that night if possible. The Clerk will ensure this is put on the advertising again.</p> <p style="text-align: right;"><u>Note: Please see Appendix 23a.</u></p> |
| 24. | Eden District Council Scrutiny Work Plan Consultation. | <p>TO CONSIDER the Eden District Council 2015/16 Scrutiny Work Plan.</p> <p><u>Report of the Clerk to Council.</u> As reported at the February 2015 meeting and agreed by the Council to discuss it further at the March 2015 meeting of the Parish Council, Eden District Council has written to the Parish Council to ask for help in deciding what Eden Council's Scrutiny's priorities should be over the next 12 months. To assist the Parish Council they sent a document that lays out the remit of the three scrutiny panels at Eden, giving the Parish Council a chance to put forward subjects that matter to the Parish Council and their Parishioners. Any topics that are suggest 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, and can investigate current Council policy to see if it can be</p> |

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| | | <p>improved, and help shape new Council policies. Over the last year, Councillors at Eden have undertaken some positive pieces of work in areas, such as looking at the re-use of redundant buildings, particularly in rural areas. As a result of the work, scrutiny's recommendations have been accepted and are being reflected in new Council policy in this area. Other work included highlighting ambulance response times in Eden and signing up to the Armed Forces Covenant to support ex-forces personnel in the district. Scrutiny can also consider issues about crime and health in Eden. If there is any activity that the Parish Council feel needs looking at, then send a line or a couple of sentences explaining what it is. Please return any topic suggestions before Thursday 26 March 2015.</p> <p><u>Please Note: This information was given out on Email and in the February Agenda paperwork to Councillors.</u></p> |
| 25. | <p>Invitation to comment on Eden District Council's Draft Council Plan 2015-2019.</p> | <p>TO CONSIDER an invitation to comment on Eden District Council's Draft Council Plan 2015-2019.</p> <p><u>Report of the Clerk to Council.</u> Eden District Council would like to invite all Parish and Town Councils in Eden to comment on their 'Draft Council Plan 2015-2019' in a public consultation which runs from Wednesday 11th February to Friday 20th March 2015. The Council Plan is their main policy document; it sets out their priorities and directs everything they do.</p> <p><u>Please Note: This information has already been given out on Email to Councillors.</u></p> |
| 26. | <p>Audit, Data Transparency and Websites.</p> | <p>TO RECEIVE information from NALC regarding Parish and Community Council Meetings.</p> <p><u>Report of the Clerk to Council.</u> The Council received an updated Legal Topic Note 5 from NALC, which has been amended to take account of:</p> <ol style="list-style-type: none"> 1. The change in the law that permits email service of the summons and agenda; 2. The government's requirement that councils in England with turnover not exceeding £25,000 should publish the summons, agenda and draft minutes on a website. <p>The Clerk has spoken to CALC about this and it means that the Council will have to display the draft Minutes on their website, as they do not exceed £25,000 income. This looks to come into effect from July 2015 so the Clerk has spoken to the Parish Council webmaster Geoff Bennett to ask if he can make a section for the draft Minutes from March 2015. Only the most recent draft Minutes will be available on the website from the time the Agenda goes up, and as soon as the approved Minutes have been given to the webmaster then they will be removed. The approved minutes and agendas will continue as they are.</p> <p>ALSO TO RECOMMEND that the Council also ask the webmaster to put the Treasurers Reports up on the Parish Council website from March 2015 onwards too.</p> |
| 27. | <p>Invitations to Participate.</p> | <p>TO CONSIDER if Council members would like to comment, take part in, attend, or send a representative to the following:</p> <ol style="list-style-type: none"> 1. 'Getting Started with Questionnaires' a workshop run by ACT for community groups in Eden. It will be deal for Neighbourhood Planning and Community Led Planning groups or other community groups who need to design and distribute questionnaires. The workshop is on Wednesday 11th March 2015, at 6.30pm – 9pm, at |

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| | | <p>Penrith Community Fire Station.</p> <p>2. Eden Association of Local Councils meeting will take place on 16th March 2015 at 7.30 pm. This meeting will be the first tri-partite meeting to be held in the district between the Parish Councils, District Council and County Council. The meeting will be hosted and chaired by the County Council this time. The intention is to hold these meetings twice per annum. Once the venue and agenda has been confirmed it will be circulate to all parishes.</p> <p><u>Please Note: Some of this information may have already been given out on Email to Councillors.</u></p> |
| 28. | INFORMATION given for reference only. | <p>TO RECEIVE and note any information that has been given out for reference only:</p> <ol style="list-style-type: none"> 1. CALC's Radioactive Waste Management Report and Information - February 2015. 2. Affordable Rural Housing: A practical guide for Parish Councils. <u>Note: Please see Appendix 28a.</u> 3. CALC's Report on the Radio Active Waste Management Meeting in Manchester in February 2015, and supporting paperwork. 4. NALC's response to the Consultation on Local Government Finance Settlement 2015/2016 regarding Local Council precepts. <p><u>Please Note: Some of this information may have already been given out on Email to Councillors.</u></p> |
| 29. | Date of the Next Meeting. | <p>RECOMMENDATION that the date of the next scheduled meeting be the 1st April 2015, at 7.30 pm, in Lazonby Village Hall.</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.

Longstanding matters that will return to either the next month's Parish Council Meeting's Agenda or in due course:

- 14/221 - Parish Notice Boards Maintenance (this will return to the agenda in the spring).

