

LPC

LAZONBY PARISH COUNCIL – WORKING FOR THE COMMUNITY

Clerk to the Council: Rebecca Wyatt, 15 Dunfell View, Kirkby Thore, Penrith, Cumbria CA10 1UT
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A NOTICE TO:

All Members of Lazonby Parish Council and to all Lazonby Parishioners.

Date: Friday 27th November 2020.

Dear Sir/Madam,

You are hereby summoned to attend a meeting of Lazonby Parish Council which will be held via Zoom Virtual Meeting, on Wednesday 2nd December 2020 at 7.30 pm.

Members of the public are welcome to attend this meeting either by video link through the Zoom website or via telephone. Please notify the clerk before 9 am on the 2nd December 2020 by email or telephone of your intention to attend so that joining instructions can be forwarded to you.

The meeting can be attended by video link or telephone and the software will need to be downloaded from the zoom website. Please ensure with any personal IT used, that your anti-virus software and computer has been updated fully as no liability will be accepted by the Parish Council for any malicious acts/viruses etc. when using this third-party system. Telephone charges are dependent on your telephone contract (i.e. if you have inclusive minutes within your contract).

If parishioners would like an issue raised instead of attending the virtual meeting please send in your queries via email by 30th November 2020 to the Clerk on LazonbyPC@googlemail.com

It is important that Council members and parishioners are made aware of the following at the beginning of each virtual meeting:

1. The meeting may be recorded for the purpose of minute taking and will be disposed of once it has been used in order to write the minutes and within 14 days of the meeting.
2. To have their microphones on mute unless they are allowed to speak.
3. To adhere to the Councils Code of Conduct, General Standing Orders and virtual Standing Orders
4. Only unmute when you have been invited in to speak.
5. Speak clearly and look into the camera.
6. Turn phones to silent.
7. Be aware of time lags and allow time for participants to respond.
8. Introduce themselves when raising a point.
9. Respond to the Chair when their name is called.
10. Be aware of your background (what others can see behind you when you are on screen i.e. valuables, photos, sounds)

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 fill the two Council Member vacancies due to Councillor resignations.
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.	<p>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.</p> <p><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></p> <p><u>A note from the Clerk to the Council.</u></p> <p>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.</p>
5.	The Parish Councils Response to Coronavirus Covid19 and other relevant information.	TO RECEIVE an update on the Parish Council's involvement in helping the local community during the coronavirus Covid 19 pandemic.
6.	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><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 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>

7.	Public Participation.	<p>TO RECEIVE any contributions from the parishioners relating to:</p> <ul style="list-style-type: none"> Any item on the agenda; And any other parish-related matter which they may wish to raise. <p>Due to it being a virtual meeting Parishioners are asked to please send in their queries, comments or concerns via email by 30th November 2020 to the Clerk on LazonbyPC@googlemail.com</p>
8.	Report from the local Community Police.	<p>TO RECEIVE a report from the local Community Police.</p> <p>TO ALSO RECEIVE the October and November local Police Newsletters for the Penrith area.</p> <p>ALSO TO RECEIVE the Office of the Police and Crime Commissioner & Cumbria Police Public Consultation Survey 2020.</p> <p><u>Report of the Clerk to the Council.</u> The Office of the Police and Crime Commissioner and Cumbria Constabulary have launched their joint annual public consultation survey. This survey covers areas around police visibility, how confident people are in Cumbria Constabulary, and how they feel the Constabulary are handling the Coronavirus pandemic. It also gives you the chance to tell them what's happening in your area that concerns you, and rank various policing priorities. The survey will not ask for any personal information which would enable you to be identified and therefore your response will be completely anonymous. They want to reach as many people as possible, and to help them do this they would be really grateful if people could encourage others to complete this survey online via https://www.smartsurvey.co.uk/s/MROW5H/ The consultation runs for four weeks.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
9.	Parish Broadband Issues.	TO CONSIDER broadband issues in the parish and a request by a parishioner for an improved service.
10.	Minutes of the Council Meeting of the 4th November 2020.	<p>TO RECOMMEND that the Minutes of the Parish Council meeting on the 4th November 2020 now be officially approved and signed as a true record of those proceedings via this virtual meeting.</p> <p><u>Note: Please see Appendix 10a.</u></p>
11.	<p>Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the 4th November 2020 (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>	
	a. Transfer of Assets and Service to the Parish (Last minute no. 20/143).	TO RECEIVE an update regarding the 'Transfer of Assets and Services' to the Parish'.
	b. Ownership of Land. (Last minute no. 20/143).	TO RECEIVE 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.
	c. Broken Wooden Post Near the Church (Last minute no. 20/143).	TO RECEIVE an update about a broken wooden post at the end of the Parish Council land opposite the church.

d. Upkeep of public footpath between Story Homes & B6413 (Last minute no. 20/143).	TO RECEIVE an update regarding the responsibility for the upkeep of a public right of way which is currently overgrown with Himalayan Balsam; the path follows the course of Harrow Beck from Scaur Lane proceeding upstream to a path junction where one turns left to the Story Homes development and the other right towards the main road B6413.
e. The Boundary fence on the Parish playing/sports field (Lasted Minute no. 20/143).	TO RECEIVE an update on the boundary fence that separates the horse field from the Parish playing/sports field which has been reported to be in need of repair.
f. The white line at the bottom of Seat Hill (Lasted Minute no. 20/143).	TO RECEIVE an update on the repainting of the white lines across the road at the bottom of Seat Hill onto the road to Bells Bakery.
g. The use of what3words (Last minute no. 20/143).	TO RECEIVE an update on the Parish Council's use of the app what3words.
h. Footway light at Thorn Tree. 20/140).	TO RECEIVE an update on the Light at Thorn Tree which has been reported to not be working, and is believed to have never worked.
i. Maintenance work at Eden Bridge Car Park 20/140).	<p>TO RECEIVE an update about the fencing and fence posts needing to be repaired and vegetation needing to be cut back at Eden Bridge Car park.</p> <p><u>Report of the Clerk to the Council.</u> Some of the fence and fence posts need repairing, and the vegetation needs cut back as it is hanging over the fence and causing a problem on the perimeter of the Eden Bridge Car Park. It was resolved at the November 2020 meeting that Councillors John Judson and Chris West would contact the volunteer parishioner who has worked down there in the past and between them, they would decide what needed to be done and then carry the work out.</p>
j. MP Query regarding lights on Fiddlers Lane (Last minute no. 20/129).	<p>TO RECEIVE a Letter from the Manager of Eden Court (Anchor Hanover) regarding their response to the letter the Parish Council sent to Dr Hudson MP regarding the footway light sin Fiddler's Lane.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
k. Code of Conduct Training. (Last minute no. 20/159).	<p>TO RECEIVE an update about Code of Conduct Training.</p> <p><u>Report of the Clerk to the Council</u> The Clerk, Councillor Chris West and Councillor Gill Sharples attended the CALC Code of Conduct virtual training to learn about a new version of the Code of Conduct that should be available for adoption by Parish Councils by the end of 2020. Since the last version was adopted in 2012 social media has become more prevalent so it now covers issues that arise from that, as well as updating issues such as bullying and disrespect, declaring interests, the purpose of the code etc. Fortunately, Cumbria's current version of the Code of Conduct already covers more than other Counties Codes of Conduct, and already covers some of the issues that have been highlighted in the new version. The Parish Council does not have to adopt the new Code of Conduct but it is supported by the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) and therefore is recommended.</p>

12.	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.
13.	Report from County Councillor Hilary Carrick.	TO RECEIVE a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.
14.	Lazonby Parish Projects:	
	a. Proposed Development of Lazonby Egg Packing Station.	TO RECEIVE an update on the proposed development of Lazonby Egg Packing Station.
	b. Traffic Issues in the Parish.	TO RECEIVE an update about the Traffic Issues in the parish.
	c. Footpath between Eden Bridge and Lazonby Swimming Pool.	TO RECEIVE an update on the footpath project between Eden Bridge and Lazonby Swimming Pool.
	d. Planting Trees in the Parish.	<p>TO RECEIVE an update about the planting the saplings and hedgerow of various species at the southern end of what was the allotment site on the parish playing/sports field.</p> <p><u>Report of the Clerk to the Council.</u> Councillor Phillip Whitehead has produced an informative plan and map of the trees and hedging to be planted on the parish playing/sports field which is now on the Parish Council Website. The trees and hedging have now been delivered. The planting schedule now has to be arranged with the school if Covid19 permits. <u>Please Note: This information has been circulated by Email to Councillors.</u></p>
15.	Financial Report by the Treasurer.	<p>TO RECEIVE the November 2020 Treasurers Report for approval.</p> <p><u>Note: Please see Appendix 15a.</u></p>
16.	Register of Assets.	<p>TO RECEIVE an update on the Parish Council's Assets Register.</p> <p>ALSO TO RECOMMEND that the Members of the Parish Council officially approve the Register of Assets.</p> <p>ALSO TO RECOMMEND that the Members be asked to confirm that an E Mail exchange took place to work towards approving the Parish Council's Register of Assets before the December 2020 Meeting, due to the urgent need to complete the register for the public domain to ensure that the Parish Council's website is compliant with the Transparency Code.</p> <p><u>Report of the Clerk and Treasurer to the Council.</u> The Register of Assets has been under review and needs to be completed as soon as possible to ensure that the Parish Council's Website is compliant with the Transparency Code. CALC has recently advised the Parish Council to get this in place soon as possible as they may be fined if it is not in the public domain. Most of the assets have been estimated after a survey the Treasurer undertook 7 years ago and subsequently reported to the external auditors. Any recent acquisitions have been valued at cost price and updated accordingly onto the annual external audit return. A revaluation in 2014 of land and property was provided by PFK and those figures have been updated</p>

		<p>in the register. It must be noted that the external auditors have no interest in any revaluation figures, they only require notification of any additional assets purchased or acquired, for example, the War Memorial (Valued at £1).</p> <p>Further assets will need to be included in the future and perhaps the largest will be the Footway Lights which the Treasurer intends to add once the unapproved lights have been finally been transferred into the Parishes care. Due to the urgency of putting it in the public domain, the Parish Council have been working on it via email before the December 2020 meeting.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
17.	Authority for Payments.	TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members.
18.	Planning Applications – New (or Appeal).	<p>TO CONSIDER any new applications which have been issued for consultation by Eden District Council.</p> <ol style="list-style-type: none"> 1. Planning Application No. 20/0828 – Change of use of agricultural land to domestic garden, at Land N of 8 Seat Hill, Lazonby 2. Planning Application No. 20/0847 - Two storey extension to the existing dwelling house, at 2 Tallows Whins, Lazonby <p><u>Please Note:</u> 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.</p>
19.	Planning Applications – Decisions.	<p>TO RECEIVE and be NOTED decisions on Planning Applications which have been issued by Eden District Council.</p> <ol style="list-style-type: none"> 1. Planning Application No. 20/0479 – Listed Building Consent for repairs to external and internal walls and removal of redundant oil tanks at Lazonby C of E School, Lazonby - GRANTED. 2. Planning Application No. 20/0680 – Retrospective application for the change of use of land to Sui Generis Use (storage of timber, tools, and machinery, agricultural items), the formation of new track, and parking area and associated engineering works; erection of general purpose building; and temporary placement of shipping container for tools/machinery for three years, at Land West of Clear View, Lazonby - GRANTED. <p><u>Please Note:</u> 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>
20.	LPC Cumbria Highways Link Person Report.	TO RECEIVE any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.

21.	Tree Surgery Needed in the Parish	<p>TO RECEIVE and CONSIDER the quotes for tree surgery needed on several trees in the Parish.</p> <p><u>Report of the Clerk to the Council.</u> The Clerk was asked by the Parish Council to get quotes for different options regarding the pruning or even felling of certain trees in the parish. The Clerk with some help from Councillor Chris West approached six professional tree surgeons companies of which four replied. The Clerk gave the quotes/estimates to the Parish Councillors so that they could look at it before the December 2020 Meeting. Several observations and questions were raised by the tree surgeons during this process.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
22.	Request for another Fish and Chip Van to visit the village.	<p>TO CONSIDER a request from Humes Catering Services regarding bringing their Fish and Chip Van to the Parish.</p> <p><u>Report of the Clerk to the Council.</u> Humes Catering Services has asked for to start serving fish and chips on a Sunday evening in Lazonby on Scaur lane between Lamb Lea and Scaur Close from 5 pm to 7 pm. The Parish Council gave an initial reaction which was to advise them to speak to Eden District Council's Environmental Health department first. The Parish Council's initial concerns are that Covid19 restrictions including social distancing are adhered too; that the area that has been chosen isn't very suitable and local residents would be affected by extra noise, smell and the traffic which would be generated; and that we already have a fish and Chip van visit the parish on a Thursday evening who have visited since near the beginning of the first lockdown after a fair bit was done to ensure that it was done in a Covid19 safe way as well as a risk assessment being carried out.</p> <p>The owner has replied to say that they did not wish to cause any distress with residents and had thought the majority of people would be able to walk as opposed to drive to that site but they would pitch anywhere that the Council sees fit if allowed. Also, the owner has said that they are already trading under the Covid19 restrictions so is fully aware of them. He also had the pleasure of setting up the guidelines that the fish and chip services have to follow with EHO at the start of lockdown to which he was pleased to find out that the majority was already safety procedures that he was putting into place if lockdown had lifted as early as the government had hoped. He has also taken a safety break from serving on the campsites where people have been from around the country before approaching the Parish Council or returning to any villages that the business is supplying already.</p>
23.	Donation Box on at Eden Bridge Car Park.	<p>TO CONSIDER putting a donation box on the canoe steps at Eden Bridge car park to help towards the upkeep of the area.</p> <p><u>Report of the Clerk to the Council.</u> This was brought up at the November 2020 meeting of the Parish Council when it was reported that a parishioner suggested that a donation box should be put on the canoe steps at Eden Bridge car park to help towards its upkeep.</p>

24.	Charge Points for electric cars in Cumbria	<p>TO CONSIDER putting charge points for electric cars in the parish.</p> <p><u>Report of the Clerk to the Council.</u></p> <p>Dalston parish has recently had community charge points installed. This was through Charge my Street who are installing around 200 new charge points in the north of England by March 2021, and they are looking for host sites now. It's all part of a government-funded programme to install more charge points in areas where people don't tend to have their own driveway, and in rural areas that commercial charge point providers might not reach. It's a great way to attract more people to your premises while helping your community. Installing a charge point will also be at the heart of the drive towards electric vehicles, reducing pollution in your area and helping to tackle climate change. This project aims to ensure that the cost of installation and operation is as little as possible – in many cases, there will be no cost at all to charge point hosts. The partnership will pay for as much of the capital installation costs as possible, with our total contribution depending on the number of charge points Parish Council's wish to install, and any upgrades to the grid or changes to parking bays required. They would ask Parish Council's to help them to promote their periodic Share Offers. To see more details visit their website www.chargemystreet.co.uk.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
25.	Invitations to Participate.	<p>TO CONSIDER if Council Members would like to comment, take part in, attend, or send a representative to any invitations to participate.</p> <p>1. Strategic Housing and Economic Needs Assessment Consultation - Eden District Council has committed to undertake an early review of its Local Plan. In doing so, it will be commissioning/preparing a number of evidence base documents to inform and assist the preparation of the Local Plan for the period 2020 – 2040. The SHENA is the first such evidence-based document to be prepared and is key in setting out the number (and type) of new dwellings and employment land that will be needed in Eden over the next twenty years to 2040. The document focuses principally on the areas of Eden that do not lie within the National Parks. Consultant Turley Associates, in partnership with Edge Analytics, has assessed many factors using new Government policy and guidance to calculate the district's housing and employment needs. The SHENA can be viewed at www.eden.gov.uk/shena Please take this opportunity to let Eden District Council have the Parish Council's views on the document. Comments can be emailed to loc.plan@eden.gov.uk or posted to Planning Policy Team, Eden District Council, Mansion House, Penrith, Cumbria, CA11 7YG. However, as Eden District Council's Planning staff are currently working remotely due to Covid-19 precautions, it would be helpful if responses could be sent by email, if possible. No personal details will be passed onto the consultants preparing the SHENA. All comments should be received by 11:59 pm on Friday 11 December 2020. It would also be appreciated if you could help to promote this consultation amongst your networks. The SHENA forms part of the evidence base for a number of other strategic documents, besides the Local Plan, including Eden's Housing Strategy 2020-2025, which the Council will be consulting upon shortly.</p>

		<p>2. "Are your jeans getting too tight" - EALC event 9th December 2020 at 7 pm on Microsoft Teams - find out how you can help residents in your community to make their lives a little bit better in difficult times. Becky from Active Cumbria will be sharing inspiration for being active and top tips for planning to get your community making the most of the winter months in the beautiful Eden Valley. Anne Craddock will be discussing how a local community group in Kirkby Stephen created a local bench walk project, which aims to encourage people to be a little more active and also help to combat loneliness. Jackie Dodd will be on hand to speak about the various Public Health campaigns available, there is something to help everyone and plenty of resources you can learn about and use. Plus Cumbria County Council's Community Development Team will be sharing information about grants available for community projects and how to apply. Please let CALC know if you will be attending this virtual event which will be held on Microsoft teams. Please see the link below to join the meeting.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
26.	INFORMATION given for reference only.	<p>TO RECEIVE and be NOTED any information that has been given out for reference only:</p> <ol style="list-style-type: none"> 1. Action for Health and Mental Health Providers Forum Bulletins. 2. Cumbria Arts & Culture Network: COVID-19 Newsletter. 3. Regular Covid-19 – EDC Daily Member's Briefings. 4. Regular NALC Updates and Bulletins. 5. Cumbria in Bloom November 2020 Update Newsletter. 6. EALC Nature Recovery event presentation from 28th October 2020. 7. Eden Rivers Trust - Autumn 2020. <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
27.	Date of the Next Meeting.	<p>RECOMMENDATION that the date of the next scheduled meeting be Wednesday 13th January 2020, which is an extra ordinary meeting of the Parish Council, and held virtually via Zoom.</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 2020 Meeting of the Parish Council

SUPPLEMENTARY APPENDICES

ITEM NO: (Appendix)	ITEM
10a.	Minutes of the Council Meeting of the 4th November 2020.
15a.	Financial Report by the Treasurer.