

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 29th April 2022.

Dear Sir/Madam,

There will be an **Annual General Meeting (AGM)** of Lazonby Parish Council on **Wednesday 4th May 2022, in Lazonby Village Hall. This Meeting will start at the conclusion of the ‘Annual Open Parish’ Meeting (7 p.m start) but not before 7.30 p.m.** The Agendas for both Meetings are 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.	Appointment of Chair of the Council for 2022 - 2023.	TO RECOMMEND that proposals are invited from the floor for a Chair to be appointed for the year 2022 – 2023 from the Council Members.
2.	Appointment of Vice-chair of the Council for 2022 - 2023.	TO RECOMMEND that proposals are invited from the floor for a Vice-chair to be appointed for the year 2022 – 2023 from the Council Members.
3.	Apologies for absence.	TO RECEIVE any apologies for absence.
4.	The filling of a Council Member Vacancy.	TO CONSIDER any nominations to co-opt a new Council Member.
5.	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.

6.	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> 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>
7.	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 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.</p>
8.	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><u>Please note</u> that no decisions can be made on items brought to the attention of the Parish Council under this item.</p>
9.	Report from the local Community Police.	<p>TO RECEIVE a report from the local Community Police.</p> <p>ALSO TO RECEIVE the Police Newsletters for Penrith & Alston for February-March 2022, and March - April 2022.</p> <p><u>Please Note:</u> This information has been circulated by Email to Councillors.</p>
10.	Parish Broadband Issues.	<p>TO CONSIDER broadband issues in the parish.</p>
11.	Minutes of the Council Meeting on the 6th April 2022.	<p>TO RECOMMEND that the Minutes of the Parish Council's Meeting on the 6th April 2022 be approved and signed as a true record of those proceedings.</p> <p style="text-align: right;"><u>Note:</u> Please see Appendix 11a.</p>

12.	Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the Council Meeting on the 6th April 2022 (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. Donations at Eden Bridge Car Park (Last minute 22/62).	TO RECEIVE an update about the donations for Eden Bridge Car Park.
	b. Repair of the door on the Grass Cutting equipment storage shed (Last minute 22/62).	TO RECEIVE an update about the repair of the door on the grass cutting equipment storage shed.
	c. State of footpaths in the Village (Last minute 22/62).	TO RECEIVE an update about the state of the footpaths in the village and the holes appearing in them, as well as the issue of dropped kerbs for wheelchair users.
	d. Parking Issues (Last minute 22/62).	TO RECEIVE an update about the parking issues and the restriction of entry to homes in Scaur Lane.
	e. Highways Issues Updates (Last minute 22/62).	TO RECEIVE an update on a loose drain cover was reported in Fiddlers Lane.
	f. Parish Notice Board Maintenance (Last minute 22/62).	TO RECEIVE an update about the maintenance of the Parish notice boards.
	g. Parish Fishing (Last minute 22/62).	TO RECEIVE an update about the Fishing Rights and Bailifing in the parish.
	h. Sign at River Eden (Last minute 22/62).	TO RECEIVE an update about the sign saying “no access ISSS site on our stream by Lazonby Estates.” which appeared at the River Eden.
	i. Broken Rail near the Old School (Last minute no. 22/62).	TO RECEIVE an update about the broken rail near the bench near the Old School.
	j. Grant to help update the village hall flat to house a Ukrainian family (Last minute no. 22/69).	TO RECEIVE an update about giving a grant to help update the village hall flat to house a Ukrainian family.
	k. New Dog Waste/Litter Bin (Last minute no. 22/58).	TO RECEIVE an update about the request for a new dog waste/litter bin at the bottom of Blossom Hill.
	l. Dangerous Gap on the Steps at the bottom of Scaur Close (Last minute no. 22/58).	TO RECEIVE an update about the dangerous gap on the steps at the bottom of Scaur Close.
	m. Street Names for the Genesis Housing Development (Last minute no. 22/57).	TO RECEIVE an update about the street names for the Genesis Housing Development.
	n. Woodland Management Plan Consultation at Bowscar Estate.	TO RECEIVE an update about Woodland Management Plan Consultation at Bowscar Estate.

13.	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.										
14.	Report from County Councillor Hilary Carrick.	TO RECEIVE a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.										
15.	Review of Standing Orders, Financial Regulations, Terms of Reference for Committees, and other policies & procedures.	TO CONSIDER if any amendments should be made to the current Standing Orders, Financial Regulations, Terms of Reference for Committees, and other Parish Council policies and procedures.										
16.	Schedule of Council Meetings and Venues for 2022 - 2023.	<p>TO CONSIDER the schedule for Council meetings and the venues from June 2022 until May 2023.</p> <p>TO RECOMMEND that the following dates be scheduled for Council Meetings, being the first Wednesday of every month. These dates exclude August 2022 and January 2023 as no scheduled Council meeting is held during those months:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Wednesday 1st June 2022;</td> <td style="width: 50%;">Wednesday 7th December 2022;</td> </tr> <tr> <td>Wednesday 6th July 2022;</td> <td>Wednesday 1st February 2023;</td> </tr> <tr> <td>Wednesday 7th September 2022;</td> <td>Wednesday 1st March 2023;</td> </tr> <tr> <td>Wednesday 5th October 2022;</td> <td>Wednesday 5th April 2023;</td> </tr> <tr> <td>Wednesday 2nd November 2022;</td> <td>Wednesday 10th May 2023.</td> </tr> </table> <p>Please note the May 2023 meeting is at present the second Wednesday in the month due to the Parish Council elections.</p>	Wednesday 1 st June 2022;	Wednesday 7 th December 2022;	Wednesday 6 th July 2022;	Wednesday 1 st February 2023;	Wednesday 7 th September 2022;	Wednesday 1 st March 2023;	Wednesday 5 th October 2022;	Wednesday 5 th April 2023;	Wednesday 2 nd November 2022;	Wednesday 10 th May 2023.
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Wednesday 5 th October 2022;	Wednesday 5 th April 2023;											
Wednesday 2 nd November 2022;	Wednesday 10 th May 2023.											
17.	Establishment of Committees and Working Groups 2022 - 2023.	<p>TO CONSIDER the re-establishment of existing Committee and Working Groups for 2022 - 2023. The following are the current 2021 - 2022 Committees, Members and Deputy Members.</p> <ol style="list-style-type: none"> 1. Planning Committee Members 2021 – 2022: Councillors Andrew Miller, Tim Wright and Steve Craig. 2. Environment and Neighbourhood Committee Members 2021 – 2022: Councillors John Judson, Gordon Nicolson and Peter Foley. 3. Finance and Budget Committee Members 2021 – 2022: Councillors John Judson, Tim Wright, Chris West with Treasurer Chris Hoy in an advisory capacity. 4. Governance Committee Members 2021 - 2022: Councillors Gordon Nicolson, Peter Foley and Tim Wright. <p>Please note: that all Parish Council Members are considered to be Deputy Members of the Committees.</p> <p>ALSO TO CONSIDER if any new Committees or Working groups need to be established.</p>										

18.	Representatives on Outside Bodies 2022 - 2023.	<p>TO CONSIDER the appointment of representatives to serve on the following outside bodies for 2022 – 2023. The following are the 2021 - 2022 Parish Council representatives.</p> <ol style="list-style-type: none"> 1. Eden Association of Local Councils – Councillor Gordon Nicolson; 2. Lazonby Village Hall Management Committee – Councillor Tim Wright.
19.	<p>Lazonby Parish Projects:</p> <p>a. Proposed Development of Lazonby Egg Packing Station.</p> <p>b. Footway between Eden Bridge and Lazonby Swimming Pool.</p> <p>c. New Lazonby Signs.</p>	<p>TO RECEIVE an update on the proposed development of the Lazonby Egg Packing Station.</p> <p>ALSO TO RECOMMEND that Members of the Council agree to consider any further information deemed confidential, as part of a confidential agenda item at the end of the agenda, where the public and press who are in attendance will be asked to withdraw from the meeting due to the confidentiality of the matters to be discussed.</p> <p>TO RECEIVE an update on the footway project between Eden Bridge and Lazonby Swimming Pool.</p> <p>TO RECEIVE an update about the Lazonby signs on the main roads into the village.</p>
20.	Financial Report by the Treasurer.	<p>TO RECEIVE the April 2022 Treasurer’s Report for approval.</p> <p>Note: Please see Appendix 20a.</p>
21.	Funding Agreement for Lazonby & District Swimming Pool.	<p>TO RECEIVE an update about the new Funding Agreement for Lazonby & District Swimming Pool.</p> <p>Report of the Treasurer to Council. The Treasurer has looked through the Funding agreement for the Lazonby & District Swimming Pool and the only changes at present are at point No 2 - dates from 1st April 2022 to 31st March 2027, and point No 8 - not later than 1st June and first available meeting after 1st June. The Lazonby & District Swimming Pool Committee have also asked if the Parish Council would consider costs for repairs and renewals to play equipment this year, so this needs to be addressed by the Council now so the funding agreement can be amended. The Council needs to decide if they do or not, and if they do wish to then it will need to be included as part of the maximum payment of £2500. If so this clause will need to be added to the contract at point No 5.</p>
22.	Queen’s Platinum Jubilee Funding, Events and Information.	<p>TO CONSIDER funding requests for the Queen’s Platinum Jubilee by community groups and organisations.</p>
23.	Authority for Payments.	<p>TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members.</p> <ol style="list-style-type: none"> 1. The annual subscription 2022/2023 for the Cumbria Association of Local Councils (CALC) of £254.91.

24.	Planning Applications – New (or Appeal).	<p>TO CONSIDER any new applications which have been issued for consultation by Eden District Council.</p> <p>Please Note: At the time of this Agenda being issued there were no 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>
25.	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.22/0110 – Listed Building Consent for the replacement of cement render with lime render, at Willow Barn, Low Plains Court, Calthwaite, Penrith – GRANTED. 2. Planning Application No: 22/0089 - Proposal: Discharge of conditions 3 (surface water drainage scheme and 4 (construction management plan), attached to approval 21/0583, at Land South West of Bank Top, Lazonby – GRANTED. <p>Please Note: 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>
26.	LPC Cumbria Highways Link Person Report.	<p>TO RECEIVE any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
27.	Local Government Reorganisation.	<p>TO RECEIVE an update about the Local Government Reorganisation (LGR).</p> <p>ALSO TO RECEIVE updates and newsletters on Local Government Reorganisation (LGR) - Newsletters – 7th April 2022, 13th April 2022 and notification that the LGR Programme Office roles are now live on 14th April 2022.</p> <p>Please Note: This information has been circulated by Email to Councillors.</p>
28.	United Utilities Water Limited – Storm Overflow Assessment Framework Programmes – Sewer Outfall Surveys.	<p>TO CONSIDER a request to gain consent for United Utilities, to carry out ecological surveys taking place in the River Eden in May 2022 due to access may be needed via Council owned land. The ecological study is to do with their Storm Overflow Assessment Framework Programmes – Sewer Outfall Surveys.</p> <p>Please Note: This information has been circulated by Email to Councillors.</p>
29.	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> <ol style="list-style-type: none"> 1. Building Community Resilience- Questionnaire for Town & Parish Councils - Resilience is about innovative adaption to the rapidly changing world we live in – The Council can complete this online questionnaire for Town and Parish Councils, by clicking here: Building Community Resilience Questionnaire for Town & Parish

Councils. This will help them find out how they can best support Council to further build their resilience and help them to create a Resilience Ready Toolkit that is relevant to Council's needs.

2. NALC Smaller Councils Committee letter to smaller Councils asking them if there are specific services or issues that NALC could offer to help smaller Councils with. Respond by Friday 6th May 2022.

3. Code of Conduct Training - CALC have arranged 4 virtual training sessions to provide an overview of the new code of conduct. The cost of this training session is £15. The session will cover:

- Why was the code reviewed?
- Acting as a Councillor
- Respect, Bullying & Harassment
- Impartiality
- Confidentiality & Access to Information
- Disrepute
- Compliance
- Gifts & Hospitality
- Registration of Interests
- Declaration of Disclosable Pecuniary Interests
- Declaration of other interests
- Bias and predetermination

This training is beneficial to all councillors, as there is a new Code of Conduct for Cumbria. Training dates are – 23rd May 2022 6.30pm —8.30pm; 25th May 2022 1.30pm – 3.30pm; 6th June 2022 6.30pm—8.30pm; and 8th June 2022 1.30pm – 3.30pm.

4. CALC is hosting a 'Together With Refugees' Countywide Forum for Cumbria Town and Parish Councils representatives: 8th June 2022, 7 pm - 8.15 pm via Teams. If you wish to attend please let CALC know.

5. Sector Finance Survey 2022 - The NALC Funding task and finish group met recently and agreed on the below survey to gather views/experiences from member Councils of all sizes regarding their finances and direct funding. The survey is a snapshot survey and will close promptly at 11:45 p.m. on 17th May 2022 so they would be very grateful if the Parish Council could complete the survey by the above-mentioned deadline:

<https://www.surveymonkey.co.uk/r/CXB6X8V> . A report containing data analysis, case studies and recommendations to the government will be created from the survey data collated.

6. Greening Campaign Agenda and associated event from last summer - Following the event, or other information the Parish Council have received, has the Parish Council declared a Climate Emergency and/or has the Parish Council signed up to undertake the Greening Campaign? CALC would very much appreciate any information that the Parish Council can supply.

Please Note: This information has been circulated by Email to Councillors.

30.	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. Regular NALC Updates and Bulletins, including the Practitioner's Guide 2022; Smaller Councils Committee letter to smaller Councils regarding 2. Information on CALC becoming an affiliate member of the Internal Auditor Forum. 3. CALC New Resilience Project** to provide Support and Information for Town & Parish Councils to Build Community Resilience. 4. Eden Rivers Trust Events and Newsletters. 5. NW England Coast Path update - April 2022 6. Cumbria in Bloom April Newsletter 2022. 7. Action for Health & Mental Health Provider Forum Bulletin. <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
31.	Date of the Next Meeting.	RECOMMENDATION that the date of the next scheduled meeting be Wednesday 1 st June 2022. Venue to be confirmed.

TO RECOMMEND 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.		
32.	Confidential information on the Proposed Development of Lazonby Egg Packing Station.	TO RECEIVE confidential information on the proposed development of Lazonby Egg Packing Station.

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

May 2022 Annual General Meeting of the Parish Council

SUPPLEMENTARY APPENDICES

ITEM NO: (Appendix)	ITEM
11a.	Minutes of the Council Meeting on the 6 th April 2022.
20a.	Financial Report by the Treasurer.