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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 26th April 2024.

Dear Sir/Madam,

There will be an **Annual General Meeting (AGM)** of Lazonby Parish Council on **Wednesday 1st May 2024, 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 2024 - 2025.	TO RECOMMEND that proposals are invited from the floor for a Chair to be appointed for the year 2024 – 2025 from the Council Members.
2.	Appointment of Vice-chair of the Council for 2024 - 2025.	TO RECOMMEND that proposals are invited from the floor for a Vice-chair to be appointed for the year 2024 – 2025 from the Council Members.
3.	Apologies for Absence.	TO RECEIVE any apologies for absence.
4.	The Filling of Council Member Vacancies.	TO CONSIDER any nominations to co-opt new Council Members.
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> <i>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.</i></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.
9.	Broadband in the Parish.	<p>TO RECEIVE an update about broadband issues in the parish.</p>
10.	Report from the Local Community Police.	<p>TO RECEIVE a report from the local Community Police.</p> <p>ALSO TO RECEIVE the Eden Focus Police Newsletter for Eden Rural and the Penrith & Alston Police Newsletter for March and April 2024.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
11.	Minutes of the Council Meeting on the 3rd April 2024.	<p>TO RECOMMEND that the Minutes of the Parish Council Meeting on the 3rd April 2024 be approved and signed as a true record of those proceedings.</p> <p><u>Note: Please see Appendix 11a.</u></p>
12.	Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the Council Meeting on the 3rd April 2024 (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 24/70).	<p>TO RECEIVE an update about the donations for Eden Bridge Car Park..</p>

17.	Representatives on Outside Bodies 2024 - 2025.	<p>TO CONSIDER the appointment of representatives to serve on the following outside bodies for 2024 – 2025. The following are the 2023 – 2024 Parish Council representatives.</p> <ol style="list-style-type: none"> 1. Eden Association of Local Councils – No Councillor at present. 2. Lazonby Village Hall Management Committee – Councillor Tim Wright. 3. Highways Link person – Councillor Craig Wilkinson
18.	Lazonby Parish Projects:	
	a. Proposed Development of Lazonby Egg Packing Station.	TO RECEIVE an update about the proposed development of the Lazonby Egg Packing Station.
	b. Planting for Pollinators Project.	TO CONSIDER the Planting for Pollinators Project in the parish.
19.	Parish Maintenance:	
	a. Village Tidy Up Day.	<p>TO CONSIDER further organising a day for parish volunteers and Council Members to tidy up areas in the village.</p> <p>ALSO TO CONSIDER the placing of a straw bale in Will Pool to help prevent algae build up.</p>
	b. Parish Notice Boards.	TO CONSIDER further the possibility of putting up a larger notice board in a prime location in the village to allow more public notices as the smaller notice boards are constantly full up to over brimming and can only have A5 size posters..
	c. 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).
	d. Flooding Issues in the Parish.	TO RECEIVE an update about the flooding issues and the Flood Action Group in the parish.
	e. Footpaths in the Village.	TO RECEIVE an update about the state of the footpaths in the village.
	f. Tree between Lazonby Swimming Pool and Eden Bridge.	TO RECEIVE an update on the removal of the overhanging tree between Lazonby pool and the Bridge following further complaints regarding high vehicle strikes by Highways.
20.	Financial Report by the Treasurer.	<p>TO RECEIVE the April 2024 Treasurer’s Report for approval.</p> <p style="text-align: right;"><u>Note: Please see Appendix 20a.</u></p>
21.	External Audit.	<p>TO CONSIDER what action needs to be taken under the audit.</p> <p><u>Report of the Treasurer to Council.</u> The Accounts and Audit Regulations 2015 and Local Audit (Smaller Authorities) Regulations 2015 allow an Authority to decide upon sending a Limited Assurance Review (Full Review) or declare a Certificate of Exemption if certain criteria are met. Therefore smaller authorities where the higher of all gross annual income or gross annual expenditure does not exceed £25,000 are able to declare themselves exempt from sending a completed Annual Governance and Accountability Return to the external auditor. However they may opt for a Full Review at a cost of £300 otherwise it remains at no cost.</p> <p>The last few years the Council has submitted a Full review due to the Egg</p>

		<p>Packing Station Grants and the Footway Donations and costs. In 2023/24 the gross annual income and or expenditure has not exceeded the £25k threshold :- Income being £22,124 and Expenditure £19,708.</p> <p>The Treasurer would like the Council to decide what action needs to be taken under the audit.</p> <p>Either way full details have to be published onto our website before 30th June and only the Certificate of Exemption is returned to the external auditor.</p> <p>The Treasurers recommendation is for a declaration of a certified exemption with a cost saving of £300 as it is not necessary when audit fees have been paid through turnover generated by outside sources in the past few years since the law changed in 2015.</p>
22.	NALC/CALC Subscription for 2024/25.	<p>TO CONSIDER the if the Parish Council would like to continue the annual subscription to CALC along with the benefits of membership of CALC.</p> <p>Please note that payment must be received by 31st August 2024. CALC services will be put on hold for Parish Councils who do not pay by that date.</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. In December 2023 both the Clerk and Treasurer received a pay rise back valued from April 1st 2023. The Clerk was paid and the Treasurer deferred his till later under this Agenda Item. The Clerks pay meant that for that month the Parish Council as an employer breeched the threshold for employers NI contributions triggering a charge of £29.76 on the PC payable to HMRC (Bank Transfer No 128). 2. The Treasurer claims an annual expense which was not claimed in the last financial year due to bank signatory changes. The Treasurer deferred his back pay rise until full expenses had been accrued as under PC Financial Regulations the Treasurer is paid only by cheque which incurs additional banking charges. To limit this the Treasurer has claimed once being £134.59 (£78 back pay and £56.59 general expenses for stationary and postage) (Cheque No 100592). 3. Annual Subscription Fees are due to CALC (Cumbria Ass of Local Councils) of £298.78 (Bank Transfer No 129).
24.	Planning Applications – New (or Appeal).	<p>TO CONSIDER any new applications which have been issued for consultation by Westmorland and Furness Council.</p> <ol style="list-style-type: none"> 1. Resubmission of Planning Application Ref: 2023/1105/FPA (Full Application) – Extension of main bakery building, extension of gluten free bakery building, erection of a storage building, and reconfiguration of internal access road and car parking area, including associated operations, at Bells Of Lazonby Ltd Edenholme Bakery Lazonby Penrith CA10 1BG. <p>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</p>

		been circulated by Email to Councillors.
25.	Planning Applications – Decisions.	<p>TO RECEIVE and be NOTED decisions on Planning Applications which have been issued by Westmorland and Furness Council.</p> <p>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.</p>
26.	Report from the Highways Link Person.	TO RECEIVE any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.
27.	Eden Bridge Car Park Surface	TO CONSIDER further the possibility of making a more permanent repair to the pot holes in Eden Bridge car park.
28.	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. Local Council Award Scheme Information Session - Would you like to find out more about the Local Council Award Scheme? Is your council interested in applying for the Local Council Award Scheme? If so, we have an information session on 24 June at 7pm on Teams, come along and find out more. 2. Street Lighting Policy - Westmorland and Furness Council has contacted Parish Council's through CALC to say that they are currently in the process of reviewing their existing policies relating to Street Lighting including footway lighting with a view to having a single authority wide policy approach to how we manage and maintain street lighting in Westmorland and Furness. On this basis they would be very keen to hear and understand any issues that Parish Council's may currently have with the ongoing maintenance of street lighting including footway lighting in your parish. It is their intention to consult and discuss any matters that Parish Councils have as they progress with the development of this new policy and they will be arranging further meetings to discuss this in more detail. If there are any issues the Parish Councils would like to raise at this stage please email the Lighting Manager, Scott McLauchlan on scott.mclauchlan@westmorlandandfurness.gov.uk 3. NALC Sector snapshot survey - Committee on Standards in Public Life public bodies accountability consultation - The Committee on Standards in Public Life (COSIPL) have recently issued a consultation on accountability in public bodies and NALC will be responding. The consultation document can be read here (2024-03-21 Accountability within public bodies - open consultation final (publishing.service.gov.uk)) and the terms of reference for the consultation can be read here (2024-03-21 Accountability within public bodies - terms of reference final (publishing.service.gov.uk)). In order to inform its own response NALC has generated a short snapshot sector survey which they are asking to be forwarded straight onto member councils in the area. The survey will close at 23:45 on Friday 17th May 2024. 4. Westmorland and Furness: Joint Local Health and Wellbeing Strategy - The Westmorland and Furness Health and Wellbeing Board is developing a new Joint Local Health and Wellbeing Strategy. This will

		<p>describe how partners and organisations across Westmorland and Furness will work together to improve the health and wellbeing of the local population and reduce inequalities. They have undertaken a series of engagement events across Westmorland and Furness in recent months and have used the feedback to develop the draft strategy. They would like to invite you to an interactive session on MS Teams on 16th May 2024 which will provide an update on the development of this new Strategy, with a presentation of the work undertaken so far and the draft strategy. The event will also include facilitated breakout sessions to provide an opportunity to hear your views on the identified priorities. They hope that one member per organisation will join this event on Thursday 16th May 2024, 1 – 3 pm. A space will need to be booked.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
29.	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. CALC Training events information. 2. Information on the Furness Railway Line Reopening - with Plans being underway to reopen the Furness Line and resume services on Monday 22nd April 2024. 3. Help to Claim Universal Credit Update- Additional support 2024/25 Information. 4. A595 Grizebeck Improvement Scheme Information. <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
30.	Date of the Next Meeting.	<p>RECOMMENDATION that the next scheduled meeting will be Lazonby Parish Council Meeting on 5th June 2024, at 7.30 pm, in the Jubilee Room, in the Village Hall. However, this date is still to be confirmed.</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

May 2024 Annual General Meeting of the Parish Council

SUPPLEMENTARY APPENDICES

ITEM NO: (Appendix)	ITEM
11a.	Minutes of the Council Meeting on the 3 rd April 2024.
20a.	Financial Report by the Treasurer.