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LAZONBY PARISH COUNCIL – WORKING FOR THE COMMUNITY

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

Tel: 0843 2894416

Website: Error! Hyperlink reference not valid.

Email:

LazonbyPC@googlemail.com

A NOTICE TO:

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

Date: Friday 31st May 2024.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 5th June 2024, 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</i>

		<p><i>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>
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><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>
6.	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.
7.	Broadband in the Parish.	TO RECEIVE an update about broadband issues in the parish.
8.	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 April and May 2024.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
9.	Minutes of the Annual General Meeting on the 1st May 2024.	<p>TO RECOMMEND that the Minutes of the Parish Council's Annual General Meeting on the 1st May 2024 be approved and signed as a true record of those proceedings.</p> <p><u>Note: Please see Appendix 9a.</u></p>
10.	Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the Parish Council's Annual General Meeting on the 1st May 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 24/93).	TO RECEIVE an update about the donations for Eden Bridge Car Park..
	b. Parish Fishing. (Last minute 24/93).	TO RECEIVE an update about the Fishing Rights and Bailifing in the parish.
	c. Social Media Presence for the Parish Council (Last minute 24/93).	TO RECEIVE an update about the social media presence for the Parish Council.
	d. Speed Limit Signs Coming into the Village (Last minute 24/93).	TO RECEIVE an update on the relocation of the 30 mph speed limit signs on the roads to Great Salkeld and Carlisle.
11.	Report from the Westmorland & Furness Councillor.	TO RECEIVE a report from Westmorland & Furness Councillor Hilary Carrick about Westmorland & Furness matters affecting the Parish.

12.	New Financial Regulations.	<p>TO RECEIVE notification that the new Financial Regulations have been released by NALC.</p> <p>RECOMMENDATION that the Clerk will adapt the new Financial Regulations to fit the Parish Council's criteria and then bring them back to a future meeting for Council approval.</p>
13.	Establishment of Committees and Working Groups 2024 - 2025.	<p>TO CONSIDER the re-establishment of existing Committee and Working Groups for 2024 - 2025. The following are the current 2024 - 2025 Committees, Members and Deputy Members decided at the Parish Councils Annual General Meeting in May 2024, however, some of the committees still need Members and ideally should have three Members at least.</p> <ol style="list-style-type: none"> 1. Planning Committee Members 2024 – 2025: Councillors Andrew Miller and Maralyn Wright. 2. Environment and Neighbourhood Committee Members 2024 – 2025: Councillors Ruth Hookway and Maralyn Wade. 3. Finance and Budget Committee Members 2024 – 2025: Councillor Craig Wilkinson with Treasurer Chris Hoy in an advisory capacity. 4. Governance Committee Members 2023 – 2024: No nominated Councillors at present. <p>Please note: that all Parish Council Members are considered to be Deputy Members of the Committees if a member cannot attend or if the committees membership is low.</p>
14.	Representatives on Outside Bodies 2024 - 2025.	<p>TO CONSIDER the appointment of representatives to serve on the following outside bodies for 2024 – 2025.</p> <ol style="list-style-type: none"> 1. Lazonby Village Hall Management Committee Representative.
15.	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.
16.	Parish Maintenance:	
	a. Will Pool.	TO RECEIVE an update about the placing of a straw bale in Will Pool to help prevent algae build up.
	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.
17.	Financial Report by the Treasurer.	TO RECEIVE the May 2024 Treasurer's Report for approval. Note: Please see Appendix 17a.
18.	The Annual Internal Audit Report 2023/24.	TO APPROVE the Annual Internal Audit Report 2023/24. John Kidd has completed the Internal Audit Review and has found no matters of concern and therefore confirms that these accounts are a true and fair representation of the Parish Financial Records.
19.	Section 1 Annual Governance Statement 2023/24.	TO APPROVE Section 1 Annual Governance Statement 2023/24. The Chair and Clerk to sign where approval has been given for ensuring a sound system of internal control, including arrangements for the preparation of the Accounting Statements.
20.	Section 2 Accounting Statements 2023/24.	TO APPROVE Section 2 Accounting Statements 2023/24. The Chair and Responsible Financial Officer to sign where approval has been given on the Income and Expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.
21.	The Certificate of Exemption - AGAR 2023/24 Form 2.	TO APPROVE the Certificate of Exemption - AGAR 2023/24 Form 2. The Chair and Responsible Financial Officer to sign where approval has been given to certify the Parish Council as exempt from a Limited Assurance Review.
22.	Dates for the Notice of Public Rights.	TO APPROVE the Dates for the Notice of Public Rights. The Notice of Public Rights is published along with all the relevant AGAR forms/accounting records on the Parish website before 30 th June 2024. The Notice of Public Rights gives an opportunity to any Parishioner to contact the Responsible Financial Officer between certain dates and times should they wish to inspect and or make copies of the accounting records. Therefore approval is required by the Parish Council to agree that the dates for Public Rights will be announced on Tuesday 18 th June 2024 and will commence on Wednesday 19 th June 2024 and end on Thursday 18 th July 2024.
23.	Authority for Payments.	TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members.
24.	Planning Applications – New (or Appeal).	TO CONSIDER any new applications which have been issued for consultation by Westmorland and Furness Council. 1. Planning Application Ref: 2024/0579/FPA - Proposed road link - Part retrospective, at Roxane UK Ltd, Armathwaite Carlisle, CA4 9TU. 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.

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.	<p>TO RECEIVE any reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
27.	Eden Bridge Car Park Surface	<p>TO CONSIDER further the possibility of making a more permanent repair to the pot holes in Eden Bridge car park.</p>
28.	Request for a Bike Park.	<p>TO CONSIDER a request for the Parish Council to support the installation of a bike park for children in the parish.</p>
29.	Request for the Mountain Rescue to use the River Eden.	<p>TO CONSIDER a request from Mountain Rescue to use the River Eden for a training exercise on the 8th August 2024.</p>
30.	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. Help shape Westmorland and Furness Council's new Customer Charter/Promise – feedback form. Westmorland & Furness Council are currently in the process of developing a Customer Charter/Promise and would like partners to complete a short feedback form. This will help them to determine what partners/local organisations would like to see included in the document. There is a website link to the feedback form. 2. Westmorland and Furness Local Plan briefing - Westmorland and Furness Council (WaF) determines planning applications and prepares the Local Plan for parts of the District outside the National Parks. There are currently the four existing legacy local plans. WaF are starting the process of preparing a new local plan which will replace the four existing legacy local plans including the minerals and waste plan for the planning area. The new Local Plan will set out the Council's vision for how the area will change over the next 15 years and how that vision will be delivered. Before WaF put pen to paper on the new plan, they want to hear from stakeholders and communities about what is important to them. So WaF are about to embark on an 'Early Conversation' with communities (between 8 July – 6 September 2024). CALC have arranged a session with WaF to brief you on what form this Early Conversation will take and explain how you can help your communities to get involved. This briefing has been arranged for 27th June at 7pm, via Teams. 3. Cumbria Local Nature Recovery (LNRS) Strategy Measure Workshops – There is now a draft list of priorities for nature recovery, and they need to determine what actions or measures they would like to have in order to achieve these priorities. Many technical experts from across the county are already supporting the LNRS through a review of the evidence base such as existing actions plans and strategies. The workshops in June 2024 will focus on National Character Areas (NCAs) in Cumbria to allow participants to think strategically at more of a landscape scale, rather than focusing on habitat themes as we have done previously. The outputs from each workshop will be collated to ensure that everything that was discussed is captured. Council Members are more than welcome to join as many workshops as they like, which will be hosted at Redhills, Penrith.

Please book your places via the internet to secure your place, and cancel your ticket if you can no longer attend to give someone else the chance to join. Please note that all workshops will be **in-person only**, with the added benefit that they will provide lots of hot drinks and cakes.

Name of workshop	Date	Time
Cumbria LNRS Measure Workshop – Solway Basin and Eden Valley	Monday 10 th June	9:30 – 12:00
Cumbria LNRS Measure Workshop – Morecambe Bay, Low Fells,WCCP	Monday 10 th June	13:00 – 15:30
LNRS Measure Workshop – N.Pennines, Border Moors, Tyne Gap	Weds 12 th June	9:30 – 12:00
LNRS Measure Workshop – Yorkshire Dales,Howgill & OrtonFells	Weds 12 th June	13:00 – 15:30
Cumbria LNRS Measure Workshop – Cumbria High Fells	Friday 14 th June	9:30 – 12:00

4. CALC Training event – 3 June – 7pm – on Teams – FREE - The CALC training event will give Parish Council’s an opportunity to tell CALC what training they want and will give Parish Council’s the chance to speak to the CALC training facilitators and ask any questions which Parish Council’s may have. The CALC training facilitators will be present and will give an overview of the current training which CALC run, followed by a Q&A session. If Councillors are planning on attending, it would be beneficial for CALC to know so they can be aware of numbers attending.

5. Westmorland and Furness Town & Parish Council Event: Making the link and encouraging the flow - 19th of June - Westmorland and Furness Council is currently developing a new Customer Charter, a document that outlines how an organisation promises to communicate and work with its customers. It sets out information on the standards of service that customers can expect to receive from an organisation and what is requested of customers in return. CALC’s Westmorland and Furness Locality Association is offering a Councillor and Clerk forum where they can learn how this work is progressing and give feedback to help shape the charter’s content. The forum will also be an opportunity to hear how the three Locality Boards are promoting close working with Town and Parish Councils to ensure that local voices are heard when they develop services and policies.

Date: Wednesday 19 June 2024

Time: 7.15pm for 7.30pm start

Place: Virtual meeting room on Teams.

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

31. INFORMATION given for reference only.

TO RECEIVE and be **NOTED** any information that has been given out for reference only:

- 1. CALC Training events information.**
- 2. CALC News – March and April 2024.**
- 3. Healthy Homes Guide to Damp and Mould.**
- 4. NALC April 2024 Legal Bulletin.**
- 5. Cumbria Local Nature Partnership Update.**
- 6. Fibrus Community Fund Information.**
- 7. Adult Learning Courses and Workshops Information.**
- 8. Friends of the Settle Carlisle Line – May 2024 Journal.**
- 9. CALC AGM date information - 12th October 2024.**

		<p>10. ENWL funding opportunity re Community Energy Projects information.</p> <p>11. Information on Volunteers' Week Events – 3rd - 9th June 2024.</p> <p>12. Safety of Lithium ion Batteries and E-bikes and Scooters Campaign Information.</p> <p>13. The Good Councillor – 2024 Edition.</p> <p>14. Speaking Truth - South Lakes PTC - May Stakeholder Update - Getting into our stride in the Working Groups.</p> <p>15. Information on the Westmorland & Furness Council Plan Delivery Framework.</p> <p>16. Deputy Prime Minister Resilience Speech: Details, Tools & Resources Information.</p> <p>17. Star Council Awards 2024 information.</p> <p>18. Eden Community Resilience Forum - Information from CVS.</p> <p>19. Carer Support Carlisle & Eden Newsletter - May 2024.</p> <p><u>Please Note: This information has been circulated by Email to Councillors.</u></p>
32.	Date of the Next Meeting.	RECOMMENDATION that the next scheduled meeting will be Lazonby Parish Council Meeting on 3 rd July 2024, at 7.30 pm, in the Jubilee Room, in the Village Hall.

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
June 2024 Meeting of the Parish Council
SUPPLEMENTARY APPENDICES

ITEM NO: (Appendix)	ITEM
9a.	Minutes of the Council Meeting on the 1 st May 2024.
17a.	Financial Report by the Treasurer.