

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.

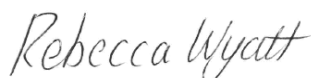
Date: Friday 5th May 2017.

Dear Sir/Madam,

There will be an **Annual General Meeting (AGM)** of Lazonby Parish Council on **Wednesday 10th May 2017, in the Jubilee Rooms, 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 AGM 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.	Appointment of Chairman of the Council for 2017 - 2018.	TO RECOMMEND that proposals are invited from the floor for a Chair to be appointed for the year 2017 – 2018 from the Council Members.
3.	Appointment of Vice-chairman of the Council for 2017 - 2018.	TO RECOMMEND that proposals are invited from the floor for a Vice-chair to be appointed for the year 2017 – 2018 from the Council Members.
4.	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.
5.	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</i>

		<p>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.</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>
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.	Minutes of the Council Meeting of the 5th April 2017.	<p>RECOMMENDATION that the Minutes of the Parish Council meeting on the 5th April 2017 be approved and signed as a true record of those proceedings.</p> <p style="text-align: center;"><u>Note: Please see Appendix 7a.</u></p>
8.	Matters Arising from the Minutes of the Council Meeting of the 5th April 2017.	TO CONSIDER any matters arising from the Minutes of the Council Meeting of the 5 th April 2017.
	16/266 - Invitations to Participate - BT Programme of Payphone Removals.	TO RECEIVE an update about the BT Programme of Payphone Removals.
	17/18 - Grass Cutters and their Storage.	TO RECEIVE an update about the grass cutters storage.
	17/50 – Public Participation – Convex Mirror request.	TO RECEIVE an update about the request for a convex mirror be erected opposite the lane that exits between the church and the railway bridge.
	17/64 - Transparency Code.	<p>TO RECEIVE an update about the Transparency Code and making sure the Parish Council complies. This will include the review of inventory of land and assets including buildings and office equipment.</p> <p><u>Report of the Clerk to Council</u> The Treasurer has comprised a list of assets already reported to BDO (External Auditor) and items that he can recall would be necessary to report. Please see appendix. Please could all Councillors add any further items missed that are deemed acceptable for the register for discussion. This is imperative that the Council decide as soon as possible as the Treasurer has a filing deadline with BDO to report any changes to the assets register with the Annual Return. BDO have to be pre-warned before submission otherwise an extra fee will be incurred, he will be contacting BDO for an</p>

		<p>extension however they are very tight with extensions. Also consideration must be given to a cost, a proxy cost or £1 value and if the Council should add insurance as liability is only covered not Theft or damage. Mowing equipment is covered as well as the Old School and the goalposts if adopted. The issue of land is resolved and when agreed with the other assets we can publish on our website which will have to match the Annual Return.</p> <p style="text-align: right;">Note: Please see Appendix 8a.</p>
9.	Public Participation.	<p>TO RECEIVE any contributions from the parishioners relating to:</p> <p>a) Any item on the agenda; b) And any other parish-related matter which they may wish to raise.</p>
10.	Super Fast Broadband.	TO RECEIVE an update regarding Fibre Optic Broadband from Brian Smythe.
11.	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.
12.	Report from County Councillor Hilary Carrick.	TO RECEIVE a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.
13.	Review of Standing Orders, Financial Regulations and other policies and procedures.	<p>TO CONSIDER if any amendments should be made to the current Standing Orders and Financial Regulations of the Council.</p> <p>TO NOTE that due to only recently adopting other Parish Council policies these will not be reviewed until the next Annual General Meeting in 2018.</p>
14.	Schedule of Council Meetings and Venues for 2017 - 2018.	<p>TO CONSIDER the schedule for Council meetings and the venues from June 2017 until May 2018.</p> <p>TO RECOMMEND that the following dates to be booked, being the first Wednesday of every month. These dates exclude August 2017 and January 2018 as no Council meeting is held during those months:</p> <p>Wednesday 7th June 2017 - <i>(However this may clash with the general election on 8th June so the Council may wish to change the date);</i> Wednesday 5th July 2017; Wednesday 6th September 2017; Wednesday 4th October 2017; Wednesday 1st November 2017; Wednesday 6th December 2017; Wednesday 7th February 2018; Wednesday 7th March 2018; Wednesday 4th April 2018; Wednesday 2nd May 2018.</p>
15.	Establishment of Committees and Working Groups 2017 - 2018.	<p>TO CONSIDER the re-establishment of existing Committee and Working Groups for 2017 - 2018. The following are the 2016 - 2017 Committees and Members.</p> <ol style="list-style-type: none"> 1. Planning Committee Members 2016 – 2017: Councillors Virginia Minihan, Chris Hill and Christine Chamberlain. 2. Environment and Neighbourhood Committee Members 2016 – 2017: Councillors Chris Hill, Chris West, John Judson and Gordon Nicolson

		<p>3. Finance and Budget Committee Members 2016 – 2017: Councillors John Judson, Peter Minihan, Tim Wright and Treasurer Chris Hoy.</p> <p>4. Governance Committee Members 2016 – 2017: Councillors Gordon Nicolson, Peter Minihan and Tim Wright.</p> <p>ALSO TO CONSIDER if any new Committees or Working groups need to be established.</p>
16.	Representatives on Outside Bodies 2017 - 2018.	<p>TO CONSIDER the appointment of representatives to serve on the following outside bodies for 2017 - 2018. The following are the 2016 - 2017 Parish Council representatives.</p> <p>a) Eden Association of Local Councils – Councillor Gordon Nicolson; b) Low Plains Quarry Liaison Forum – Councillor Virginia Minihan; c) Lazonby Village Hall Management Committee – Councillor Chris Hill; d) Lazonby and District Swimming Pool Association Management Committee – Councillor Christine Chamberlain.</p>
17.	Lazonby Parish Projects:	
	a. Registration of Parish Land.	TO RECEIVE an update regarding the registration of Parish land.
	b. Neighbourhood Plan.	TO RECEIVE an update regarding the Neighbourhood Plan.
	c. Scaur Close Green.	<p>TO RECEIVE an update regarding the Scaur Close Green triangle project.</p> <p><u>Report of the Clerk to Council.</u> The Clerk received the following report from Geoff Wilson and Rob Sim:</p> <p><i>“A quote has been received from Kedel Ltd. (and an order placed) for a 3-seater bench made of recycled materials and in the same style as the benches installed at the Will Pool community site. The cost is £510.50.</i></p> <p><i>The application has been completed for registering Scaur Close Green as a village green, and is currently being processed in relation to being signed and counter-signed, so that it can be submitted within the next week to the Commons Registration Team at Cumbria County Council.</i></p> <p><i>The application for the FLD environmental improvement grant will now be progressed.</i></p> <p><i>The wild flower / old meadow area is now looking quite established, and some careful removal of pernicious weeds has taken place. The cowslips donated by Chris Hill have been planted in the meadow area. All the trees and shrubs appear to have taken and many are now in leaf. Considerable re-growth of couch-grass has been removed from the area of shrubs. The herbs that were reported as purchased at last month's meeting have now been planted. The two apple trees remain to be planted in autumn.</i></p> <p><i>The quite large group of parishioners who took the History Society Village Walk on Sunday 30 April were introduced the Scaur Close Green, and the Parish Council's role in creating it was explained.”</i></p>
	d. Community Play Park.	TO RECEIVE an update about the Community Play Park.

	e. Wall at Bank Foot.	TO RECEIVE a report on the collapsed wall at Bank Foot.
18.	Financial Report by the Treasurer.	TO RECEIVE the Financial Report from the Treasurer. Note: Please see Appendix 18a.
19.	Authority for Payments.	TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members. 1. Annual Subscription 2017 / 2018 for Cumbria Association of Local Councils (CALC) of £218.28.
20.	Planning Applications – New (or Appeal).	TO CONSIDER any new applications which have been issued for consultation by Eden District Council. 1. Planning Application No: 17/0160 – (full application) Proposed roof over silage pit, at West Brownrigg Farm, Plumpton, Penrith CA11 9PF. 2. Planning Application No: 17/0305 - (full Application) Replacement rear extension and alterations, at Thorn Tree, Lazonby, Penrith CA10 1BL. 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 given out on Email to Councillors and a copy will be available at the meeting to view.
21.	Planning Applications – Decisions.	TO RECEIVE and be NOTED decisions on Planning Applications which have been issued by Eden District Council. 1. Appeal Decision - Appeal Ref: APP/H0928/W/16/3164864 Land adjacent Scaur Lane, Lazonby - Site visit made on 27 February 2017 by David Cross BA (Hons), PGDip, MRTPI an Inspector appointed by the Secretary of State for Communities and Local Government. Decision date: 11 April 2017 <ul style="list-style-type: none"> • The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission. • The appeal is made by Mr Adam McNally of Story Homes against the decision of Eden District Council. • The application Ref 16/0685, dated 20 July 2016, was refused by notice dated 17 November 2016. • The development proposed is stated on the application form as “retrospective full planning permission for retention of steps leading up to the seating area adjacent to Scaur Lane footway and to some privately owned driveways.” Decision The appeal is allowed and planning permission is granted for steps leading up to the seating area adjacent to Scaur Lane footway and to some privately owned driveways at Land off Scaur Lane, Lazonby in accordance with the terms of the application, Ref 16/0685, dated 20 July 2016, and the plans submitted with it.

		<p><u>Please Note: This information has already been given out on Email to Councillors and a copy will be available at the meeting to view.</u></p> <p><u>Also Please Note: 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.</u></p>
22.	Housing issues and Development in the Parish.	<p>TO RECEIVE an update regarding the Barton Dale signs.</p> <p>TO CONSIDER any other issues relating to housing issues in the parish.</p>
23.	LPC Cumbria Highways Link Person Report.	<p>TO RECEIVE an update about the barriers at the bottom of Station Road near the Co-op.</p> <p>ALSO TO RECEIVE an update on the Story Contractors use of Eden Bridge Car Park in order to carry out repairs at Eden Bridge on behalf of Cumbria County Council.</p> <p>ALSO TO RECEIVE any other reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
24.	Keeping the Parish Tidy.	TO CONSIDER ways to keep the Parish tidy.
25.	Wildflowers and grass Management on the Verge at Eden Bridge Car Park.	<p>TO CONSIDER again a request from Kirkoswald parishioners Nigel and Lois Harbron regarding the wildflowers and grass management on the Verge at Eden Bridge Car Park.</p> <p><u>Report of the Clerk to Council.</u></p> <p>The Clerk received an Email from Nigel and Lois Harbron asking again if the Parish Council would be willing to treat the grassed areas near Eden Bridge in a more environmentally sensitive way, to encourage the growth of flora. Two years ago they met with Councillor John Judson to discuss the issue, submitted a management plan and also planted some wild flowers from their garden. Unfortunately, due to a misunderstanding the whole area was cut and the idea had to be shelved. They have said that this year they have noticed the area has not be cut as yet and, as a result, there is a beautiful display of cuckoo flower, and positive signs of many wild flowers to come - if not mown. However, they have said that the area has become rather dominated by dandelion, and this is a direct result of the regular mowing. They are asking the Parish Council if they are willing to try again with the project, and if it would be, could this message be passed on to stop the cutting of the grass. However, they are aware that there will be some cutting to do, particularly in the Picnic Area, and there is an increasing need for control of balsam on the river-edge of the car park (presumably it was washed downstream by the floods).</p>
26.	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><u>Please Note: At the time of the agenda being issued there were no invitations to participate. However, if any relevant invitations to participate come in between the agenda being issued and the meeting they will be dealt with in this agenda item, and a copy will be available at the meeting to view.</u></p>
27.	INFORMATION given for reference only.	<p>TO RECEIVE and be NOTED any information that has been given out for reference only:</p> <p>1. Pre-election Guidance 2017 – “Purdah: A short guide to publicity during the pre-election period.”</p>

		<ol style="list-style-type: none"> 2. Chief Executive's Bulletin 16 - 28 April 2017 3. The 2017 Editions of the Good Councillor Guide – information from CALC. 4. Older Persons' Housing Strategy - EDC Link for Parish Councils and Members. 5. Governance and Accountability: A Practitioner's Guide information from CALC. 6. HIMS Launch Communication – information from CALC. 7. Police Parish Newsletter - April 2017 8. CLB Strategy for Industry Paper – information from CALC. <p><u>Please Note: This information has already been given out on Email to Councillors and a copy will be available at the meeting to view.</u></p>
28.	Date of the Next Meeting.	<p>RECOMMENDATION that the date of the next scheduled meeting be Wednesday 7th June 2017 - the venue is still to be announced.</p> <p><i>However, as this could clash with the general election on 8th June 2017 the Council may wish to change the date.</i></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 2017 Meeting of the Parish Council

SUPPLEMENTARY APENDICES

ITEM NO: (Appendix)	ITEM
7a.	Minutes of the Council Meeting of the 5th April 2017.
8a.	Matters Arising from the Minutes of the Council Meeting of the 5th April 2017 - 17/64 - Transparency Code.
18a.	Financial Report by the Treasurer.