

LPC

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: www.lazonbyparishcouncil.org

Email: LazonbyPC@googlemail.com

A NOTICE TO:

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

Date: Friday 24th February 2017

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 1st March 2017, 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.	Appointment of Chairman of the Council for 2016 - 2017.	TO RECOMMEND that proposals are invited from the floor for a Chair to be appointed for the year 2016 – 2017 from the 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</i>

		<p><i>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>
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 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>
6.	Minutes of the Council Meeting of the 1st February 2017.	<p>RECOMMENDATION that the Minutes of the Parish Council meeting on the 1st February 2017 be approved and signed as a true record of those proceedings.</p> <p><u>Note: Please see Appendix 6a.</u></p>
7.	Matters Arising from the Minutes of the Council Meeting of the 1st February 2017.	<p>TO CONSIDER any matters arising from the Minutes of the Council Meeting of the 1st February 2017.</p>
	16/60 – Public participation - Maintenance of the War Memorial.	<p>TO RECEIVE an update about the re-pointing of the War Memorial as discussed at the April 2016 meeting of the Parish Council.</p>
	16/112 - Steps to the Railway Station.	<p>TO RECEIVE an update about the steps to the Railway Station.</p> <p><u>Report of the Clerk to Council.</u> The Clerk has not heard from Mr Walsh of Trust Inns as yet but has seen that the railings have now been installed.</p>
	16/254 - Report from the District Councillor Gordon Nicolson – Keep Britain Tidy Campaign.	<p>TO RECEIVE an update about the Keep Britain Tidy Campaign.</p>
	16/265 – New Council Policies.	<p>TO RECEIVE an update on the New Council Policies.</p> <p><u>Report of the Clerk to Council.</u> The Health & Safety Policy has been reviewed again and updated. All the Policies were run by the Parish Councillors again with no further amendments.</p>

		<p>RECOMENDATION that the Council now agreed to adopt the following Parish Council Policies:</p> <ol style="list-style-type: none"> 1. Complaints Procedures 2. Data Protection Policy 3. Equal Opportunities Poly 4. Freedom of Information Policy 5. Health & Safety Policy 6. Press & Media Policy 7. Protocol on the Recording and Filming of Council Meetings 8. Retention of Documents Policy 9. Risk Management Policy.
	16/266 - Invitations to Participate - BT Programme of Payphone Removals.	TO RECEIVE an update about the BT Programme of Payphone Removals.
	17/07 – Public Participation – the Story Homes sign at the railway station.	TO RECEIVE an update about the Story Homes sign at the Railway Station.
	17/18 - Grass Cutters and their Storage.	<p>TO RECEIVE a report about the grass cutters and their storage.</p> <p><u>Report of the Treasurer to Council.</u> Members of the Swimming Pool Committee & volunteers have recently met at the grass cutters storage to decide what can be thrown out. Jill asked Geoff Wilson if he could attend so that they could be sure belonged to the Parish Council in the store. However Geoff was unable to make the day they were meeting so asked Councillor John Judson to meet them instead. The Swimming Pool Committee were told that the only equipment in the shed that belongs to the Parish Council is the two rotary grass cutters with grass boxes; the two trimmers / brush cutters; and the dumpy bag in which are various items such as the plastic fuel cans, oil, trimmer harness, safety helmet, ear defenders, eye protectors, trimmer chord, and brush cutter blades. Regarding the sky-light and door Jill says that they are not intending to continue to use the shed for storage for much longer – and instead are planning to have a shed within the Pool area to make access to the equipment easier. Therefore it will be up to the Parish Council to arrange with the school the repairs needed.</p>
8.	Public Participation.	<p>TO RECEIVE any contributions from the parishioners relating to:</p> <ol style="list-style-type: none"> a) Any item on the agenda; b) And any other parish-related matter which they may wish to raise.
9.	Super Fast Broadband.	TO RECEIVE an update regarding Fibre Optic Broadband from Brian Smythe.
10.	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.
11.	Report from County Councillor Hilary Carrick.	TO RECEIVE a report from County Councillor Hilary Carrick about County Council matters affecting the Parish.
12.	Lazonby Parish Projects:	
	a. Registration of Parish Land.	TO RECEIVE an update regarding the registration of Parish land.

b. Neighbourhood Plan.	<p>TO RECEIVE an update regarding the Neighbourhood Plan.</p>
c. Scaur Close Green.	<p>TO RECEIVE an update regarding the Scaur Close Green triangle project.</p>
d. Community Play Park.	<p>TO RECEIVE an update about the Community Play Park.</p> <p><u>Report of the Clerk to Council.</u> The Clerk asked the following questions of Paul Emmerson of Eden District Council regarding the invoice for £1852.08 (incl. VAT) for the Playground repairs and fencing:</p> <ol style="list-style-type: none"> 1) Why did the repairs take so long to be completed, which appears to have cost the Parish Council more regarding the fencing? <ol style="list-style-type: none"> a. <i>The repairs were required on equipment supplied by Wicksteed Leisure Ltd. who are based in Kettering, Northants and we were dependant on them to supply the appropriate parts. Special tools are required and they arrange to come up here to fit them.</i> 2) How much did it cost to hire the fencing? <ol style="list-style-type: none"> a. <i>The hire cost of fencing was £800, which equates to 5 panels at a hire rate of £8 per week each, making £40 per week for 20 weeks. Safety measures (fencing) had to be put in place so that the public were prevented from using the equipment in a faulty condition.</i> 3) Please can the Parish Council have a breakdown of costs on every item? <ol style="list-style-type: none"> a. <i>Please see the financial breakdown previously sent to the Parish Council.</i> 4) Why did it take over a year to get the bill for these works? <ol style="list-style-type: none"> a. <i>Our contractors have to issue a considerable number of invoices for a range of additional works on several contracts and it takes time to process them all.</i>
e. Wall at Bank Foot.	<p>TO RECEIVE a report on the collapsed wall at Bank Foot.</p> <p>ALSO TO RECEIVE an update on the Council folder about the collapsed wall at Bank Foot.</p> <p><u>Report of the Treasurer to Council.</u> The Clerk has looked for the possibly missing file regarding the collapsed wall at Bankfoot in the filing cabinet, where the Clerk found five files which are as follows:</p> <ol style="list-style-type: none"> 1. One file marked LPC 46 - Former Egg Packing Station (Laces Store) - Wall collapse 2005 - which is full of information from 2003 upwards when Norman Thomson was Clerk and compiled by him; 2. A temporary folder - LPC 47 which has written on it that original folder was with Paul Foote and Simon Young from the same time as above and compiled by Norman Thomson; 3. A folder called Wall Collapse 1975 - that I believe was put together by Geoff Wilson when he was Chair and contains information from the 1970's;

		<p>4. A folder called Council Extracts 1895 - 1999 - which has Minutes extracts in it and was put together by Geoff Wilson when HE WAS Chair of the Parish Council;</p> <p>5. A Miscellaneous Supportive Documents File - which is full of plans and maps - which again I believe was put together by Geoff Wilson;</p> <p>6. The latest folder - compiled by the Clerk from recent dealings with the wall and some of the old dealings with Geoff and Norman.</p> <p>The Clerk does not know what the original folder/information but could be one of those as above. The Clerk immediately contacted Paul Foote about the suspected missing folder, when Norman Thomson alerted her on hearing Paul Foote was leaving Eden District Council. The Clerk Emailed and spoke to Paul Foote on the phone who said that he has looked for it and found nothing. So if the Clerk has not got the file that Norman is concerned about, and it's not among those in the filing cabinet then the Clerk is not sure where it is, as the Clerk was not aware of any missing files until Norman contacted her.</p>
13.	Financial Report by the Treasurer.	<p>TO RECEIVE the Financial Report from the Treasurer.</p> <p><u>Note: Please see Appendix 13a.</u></p>
14.	Authority for Payments.	<p>TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members.</p>
15.	Planning Applications – New (or Appeal).	<p>TO CONSIDER any new applications which have been issued for consultation by Eden District Council.</p> <p><u>Please Note:</u> 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.</p>
16.	Planning Applications – Decisions.	<p>TO RECEIVE and be NOTED decisions on Planning Applications which have been issued by Eden District Council.</p> <p><u>Please Note:</u> 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.</p>
17.	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>
18.	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 any other reports on other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
19.	Parish Grass-cutting for 2015.	<p>TO RECOMMEND that the parish grass-cutting volunteers should be mobilised again for 2017 with a letter from the Chair to the volunteers.</p>
20.	Parish Field and Grazing to Let.	<p>TO CONSIDER the Parish Field and grazing to let for 2016.</p> <p><u>Report of the Clerk to Council.</u></p>

		The Clerk has contacted the Cub Scout Leaders to ask if they would like to continue to use the Parish field under the same arrangement as last year when they rented the larger part of the field as the sole user, and the Parish Council put the remaining part out to bids for the grazing. The Clerk is waiting for a reply so that the advertising can reflect these arrangements. The Clerk will need to put a poster on the Parish notice boards regarding the grazing in the next week or so with a dead line for bids.
21.	Invitations to Participate.	<p>TO CONSIDER if Council Members would like to comment, take part in, attend, or send a representative to the following:</p> <ol style="list-style-type: none"> 1. Legal Training Day - 5 April 2017. The topic will be "Communications". The event will again take place at 109 Great Russell Street, London. The price for the day is £75 plus vat for the first county association representative, £50 plus vat for other representatives, the same as the November event. Lunch and refreshments will be provided by NALC. County associations will be expected to pay their own travel and accommodation. NALC legal staff will look at how councils deal with their members, employees and the public (including the impact of social media). We are very fortunate to have Phil Parry whose session will be on face-to-face communication. As well as being Chair of Chalgrave Parish Council in Bedfordshire, Phil is also an experienced and entertaining communications trainer with a world-wide client base. For more information go to Phil's website -http://www.philparryassociates.co.uk/ There may be scope for local council staff and council members to attend. Please let me know if the training day would interest any of your councils. If you are interested in attending please reply to NALC legal (legal@nalc.gov.uk) by 1 March 2017 to confirm your place(s). 2. Cumbria in Bloom Pride in Your Community Competition 2017 information and entry forms. <p><u>Please Note: This information has already been given out on Email to Councillors.</u></p>
22.	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. Rainfall Gauge Data Information. <p><u>Please Note: This information has already been given out on Email to Councillors.</u></p>
23.	Date of the Next Meeting.	RECOMMENDATION that the date of the next scheduled meeting be Wednesday 5 th April 2017, in Lazonby Village Hall, at 7.30 pm.

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

March 2017 Meeting of the Parish Council

SUPPLEMENTARY APENDICES

ITEM NO: (Appendix)	ITEM
6a.	Minutes of the Council Meeting of the 1st February 2017.
13a.	Financial Report by the Treasurer.