

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 31st August 2018.

Dear Sir/Madam,

There will be a Meeting of Lazonby Parish Council on **Wednesday 5th September 2018, 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 nominations to fill the Council Member vacancy by Co-option following recent Councillor resignations.
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</i>

		<p><i>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.	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.	Super Fast Broadband.	TO RECEIVE an update regarding Super Fast Broadband.
8.	Report from the local Community Police.	<p>TO RECEIVE a report from the local Community Police.</p> <p><u>Report from the Police.</u> Mark Robson, PCSO 5398, reported that he had received a phone call from the Head teacher of Lazonby School who had reported that sometime between 8pm and 10 pm on Friday 10th August 2018, 4 youths have been messing about and have entered the swimming pool area, leaving rubbish everywhere, thrown a bench into the pool, made a mess of the changing room and climbed on its roof. It was also discovered that the wall on the school playing field had been dismantled and may cost £2000 to repair. If anyone has any information to help with the investigation could they give Mark Robson, PCSO 5398, a ring or ring 101 and quote crime number: NR1802515. Mark will be making his presence known in the village and will do all that he can to find the offenders. It has been suggested that it may have been youths between the ages of 12-14 (No names at this time) and there was four of them and it is believed they live locally in a nearby village.</p>
9.	Minutes of the Council Meeting of the 4th July 2018.	<p>RECOMMENDATION that the Minutes of the Parish Council meeting on the 4th July 2018 be approved and signed as a true record of those proceedings.</p> <p><u>Note: Please see Appendix 9a.</u></p>

<p>10.</p>	<p>Progress Reports on Recent Actions - progress reports regarding matters from the Minutes of the 4th July 2018 (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).</p>
<p>a. Lease with Croglin Designs Ltd (last minute no. 18/120).</p>	<p>TO RECEIVE an update regarding the Lease with Croglin Designs Ltd.</p> <p><u>Report of the Clerk to Council.</u> Andy Sharples, a retired surveyor and a parishioner, kindly agreed to look into the issue of the lease with Croglin Designs, It has now been agreed with Croglin Design’s Surveyor that Clause 5.2 should be amended as follows:</p> <p>“However the Tenant is not required to put the demised premises in a better state of repair than it will be in following the completion of repair works itemised in the Parish Councils Surveyors schedule at Items 3,4,6,7,8,9 and 10 (flags only, excluding the retaining wall), these repairs to be completed within four calendar months of the date of this agreement to assign. This to be evidenced by supporting photographic evidence.”</p> <p>This will be written into the Licence to assign. The new revision means that any tenant has to carry out the repairs and then maintain up to the standard of repair after they have effectively caught up with any obligations, and then they have to continue to keep the property in that condition from then on. A revised Licence to Assign will now need to be signed by the current tenant and the Parish Council.</p>
<p>b. Transfer of Assets and Service to the Parish (last minute no. 18/120).</p>	<p>TO RECEIVE an update regarding the ‘Transfer of Assets and Services’ to the Parish’.</p> <p><u>Report of the Clerk to Council.</u> The Footway lights agreement was signed in August 2018 by Councillors and the Clerk, and returned to Eden District Council. A copy, duly executed on behalf of Eden District Council has been returned for the retention of the Parish Council. The unadopted lights and the swings at Coronation Gardens are still to be dealt with.</p>
<p>c. Train Timetable (last minute no. 18/116).</p>	<p>TO RECEIVE an update regarding the train timetables for the Parish.</p> <p><u>Report of the Clerk to Council.</u> A letter was sent to Pete Myers, Stakeholder Manager at Northern Rail, making the following points in response to his previous letter:</p> <ol style="list-style-type: none"> 1. <i>The Parish Council will be contacting Cumbria County Council’s representative on Transport for the North.</i> 2. <i>The Parish Council were not aware until recently of the late arrival of the new units from Spain compounding in the delay to training of train crew on these units and the overrunning of engineering works in electrification of lines, which would free other units to be transferred to other areas of the network but feel this is not really relevant to the S&C lines timetable.</i> 3. <i>The increase in services is the addition of the 20.18 out of Carlisle but the Parish Council feel this is not an increase as it does not stop at Lazonby and Kirkoswald or Armathwaite.</i> 4. <i>The Parish Council also disagree with the issue of timings. The time given for the 2H81 Carlisle to Appleby is 42 minutes which is the same as the 1M53 express between Appleby and Carlisle being 42 minutes and at line speed arrives early. The 1E23 express Carlisle to Appleby timing is 37 minutes but this has time en route to catch up by 1 minute at</i>

Appleby, 1 minute at Kirkby Stephen, 2 minutes at Settle, 1 minute at Hellifield and 2 minutes at Skipton. Also, it is often stood at Leeds West Junction awaiting arrival time.

5. The Parish Council do appreciate that timetabling can be difficult due to other train timings on connecting journeys, as is the case with train timings on the part of the journey between Skipton and Leeds. The Parish Council agree that the stopping at Shipley, Bingley and Keighley are important to commuters using the 2H81, 2H94 and 2H96 services but these stop at Langwathby, Lazonby & Kirkoswald and Armthwaite too. However, the Parish Council suggest that other S&C services could miss Shipley, Bingley and Keighley stations as an alternative reduced stopping pattern, especially as Shipley, Bingley and Keighley are also serviced regularly by trains running on what is known as the 'Triangle'.
6. The Parish Council believe the next consultation for timetable changes is sometime in August 2018, so request that it is widely consulted and therefore expanded outside Northern's and Network Rail's Offices.

The following response was received from Mr Myers of Northern in answer to the letter the Clerk sent.

1. The Parish Council will be contacting Cumbria County Council's representative on Transport for the North: Please do contact Cumbria County Council as they are consultees, but so is the Settle and Carlisle Development Company (S&C DevCo) based on the Line out of Settle Town Hall, and as a community rail partnership they are very close to the detail. Therefore they are probably a better initial contact.
2. The Parish Council were not aware until recently of the late arrival of the new units from Spain compounding in the delay to training of train crew on these units and the overrunning of engineering works in electrification of lines, which would free other units to be transferred to other areas of the network but feel this is not really relevant to the S&C lines timetable. Our vehicles from Spain are not late, in fact the first is here. The issues with the May 18 timetable are all to do with the delayed electrification works around Bolton, which means that we are a large number of diesel trains short for our proposed May 18 timetable. This said the effect on the S&C has been low, as the enhanced services are operating. The problem was the short period of time we had to draw up the revised May 18 timetable (Jan to Mar when it would normally take a year), which meant that some of the services/connections are not as good as we would expect them to be.
3. The increase in services is the addition of the 20.18 out of Carlisle but the Parish Council feel this is not an increase as it does not stop at Lazonby and Kirkoswald or Armthwaite. I fully understand this, but it is an increase for the transit of the Line as a whole. Of course you are correct currently it does not call at the northern stations on the Line.
4. (and 5) Timetabling points. As I said in my letter it is not simply a matter of timings, but equally of the commercial impact that extra stops can produce. I do feel sure that we would not consider removing stops in West Yorkshire as they are extremely well used, but that is not to say that we would not look at a compromise elsewhere, to ensure that the majority are served.

Finally on the subject of further consultation, I do feel that you are a little unfair when you suggest that we did not consult outside of the industry, because that was certainly not the case. However, we are meeting with

the S&C DevCo in late August early September to discuss incremental changes to the timetable for this December. Please feed any desires into them for inclusion in this piece of work. As said above this change is likely to be minor, but we are happy to consider anything. “

However, the Clerk has contacted County Councillor Keith Little to inform him of the Parish Council’s correspondence with Northern about the train timetables and to ask if they could be included in any future timetable consultations on the Settle to Carlisle line, so that they can have a say on behalf of the parishioners who use the railways. Councillor Little replied to say that although they do not set the time tables, they can have some input with the operators, so he has forwarded the Email onto their Community Rail Manager Dawn McGough, who then got in touch with the Clerk to say the following:

“The world of rail timetabling is indeed very complex but it is possible to offer suggestions for timetable changes and generally we have found Northern are willing to listen and will take pro-active steps where possible to adapt timetables to better suit local needs. There are two key timetable change opportunities across the national network every year - in May and December. Train Operating Companies usually enter in to a period of consultation with stakeholders some six months or so prior to that. All timetable changes have to be submitted to Network Rail who are responsible for working out the consequential impacts of those changes across the network and fore giving approval to proceed. Northern’s franchise obligations as set by the Department for Transport and now monitored by Rail North/ Transport for the North, tasked Northern with major improvements to be implemented as part of the May 2018 timetable review. This has been beset with disruption due to a mixture of Northern’s internal operations and other external rail industry influences. The December 2018 timetable is now being considered and the latest news is that there will be minimal change planned – the latest announcement can be found via the link below and I attach a useful briefing note for your further information <https://www.raildeliverygroup.com/media-centre/pressreleases/2018/469774201-2018-07-09.html>. My understanding is that Northern had planned to undergo a formal period of consultation with stakeholders as they did very successfully for the May 2018 process. Given that there is little change planned for December, I think this will be reviewed. However, this should not stop the Parish Council from making their suggestions and seeking advice as to what can be considered for implementation at later dates. I will forward your concerns through the channels we use and will seek further advice on your behalf.”

d. Lazonby Litter Pick (The Great Cumbrian Litter Pick last minute no. 18/129).

TO RECEIVE an update about the Litter Pick on Friday 6th July 2018.

e. Post Office Changes (last minute no.18/147).

TO RECEIVE an update about the Post Office changes.

Report of the Clerk to Council.

The Clerk wrote to the Scot Mid and the Post Office to ask if the arrangement with the Post Office could be rethought and have the other two tills on the shop floor for purchases, and the Post Office counter till just for the Post Office, especially as there are concerns about ques and lack of privacy.

Scot mid answered that they has been in touch with the Store Manager to see what could be done in regards to the residents/customers complaint. They said that they do appreciate their concerns however due to our policy every counter

		<p>has to be set up for Post Office services as well as other counter services. "Please wait here" signs are out to help save the customer's privacy. The Store Manager confirmed that nothing has been reported in the store in terms of privacy or data loss. It was also pointed out that the next closest Post Office is in the town, which means it is beneficial to have the PO services set up in the counters, but unfortunately it's not possible to have only 1 set up for that, only if all of them offer the services or none. They said they appreciate the feedback and give their sincere apologies for any inconvenience caused.</p> <p>The Post Office also replied explaining... <i>" that the new local style format is a simpler operating model than a traditional style Post Office. It is designed to handle products and services that are automated, meaning that customers can be served quickly and efficiently and transactions processed more quickly. Although the local style format is a more modern way of offering Post Office services, it does not compromise the professional service standards that we provide at all of our branches. They work with the new operator to make sure there is an appropriate level of privacy at the Post Office service point. Staff are fully trained in all aspects of Post Office work which also includes excellent customer service and the need to respect customer confidentiality. We discuss issues like queue layout and asking customers to stand back from the counter whilst they are waiting for service. One of the benefits of integrating the model into the retail offer are the longer opening hours our operator can provide, as the Post Office branch will remain open for the same hours as the retail operation. The local model allows the operator to utilise his staff more efficiently as they are able to manage both shop and Post Office transactions. So that our partner can offer these extended hours, all staff members are trained on the Post Office system. The extended opening hours can also help with privacy as customers can choose to visit at a quieter time. All of our operators are expected to make sure that there is adequate counter cover to meet customer needs, particularly at peak times. We are very conscious of the impact queuing can have on customer satisfaction and will continue to monitor that the level of service continues to meet the high standards we expect at any of our branches."</i></p>
	f. Boundaries at The Meadows (last minute no. 18/151).	TO RECEIVE an update about the boundaries at The Meadows and other related issues.
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.	Lazonby Parish Projects:	
	a. Neighbourhood Plan.	TO RECEIVE an update regarding the Neighbourhood Plan.
	b. Traffic Issues Consultation.	TO RECIEVE an update about the Traffic Issues Consultation.
	c. Footpath between Eden Bridge and Lazonby Swimming Pool.	TO CONSIDER progressing the footpath project between Eden Bridge and Lazonby Swimming Pool again.

14.	Financial Report by the Treasurer.	TO RECEIVE the Financial Report from the Treasurer. <u>Note: Please see Appendix 14a.</u>
15.	Authority for Payments.	TO CONSIDER any requests for payment received by the Treasurer, Clerk or Council Members.
16.	Planning Applications – New (or Appeal).	<p>TO CONSIDER any new applications which have been issued for consultation by Eden District Council.</p> <ol style="list-style-type: none"> 1. Planning Application No: 18/0669 – Change of use of land to holiday lodge park with conversion of shed to ancillary visitor/administration hub, at Nord Vue farm, Armathwaite, Carlisle CA4 9TN. 2. Planning Application No: 18/0686 – Installation of underground LPG tank in front garden Pennine Cottage. Scaur lane, Lazonby CA10 1AH. <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 been circulated by Email to Councillors and a copy will be available at the meeting to view.</p> <p>ALSO TO RECEIVE a Planning Application report for approval regarding the following Planning Application, which was considered by the Planning Committee and Members of the Parish Council by Email, with written notification to parishioners via the parish notice boards, in July 2018. The Parish Council gave a NO COMMENTS response to the following planning application:</p> <ol style="list-style-type: none"> 1. Planning Application No: 18/0537 - Proposed extension and alterations, at Fairfield, Lazonby CA10 1BX. <p><u>Note: Please see Appendix 16a.</u></p>
17.	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:18/0434 - Advertisement consent for 1no landscape pole sign, on Land off Scaur Lane, Lazonby - GRANTED. 2. Planning Application No: 18/0510 –Two-storey rear extension to replace existing conservatory, at 2 Seat Hill, Lazonby, Penrith – GRANTED. 3. Planning Application No: 18/0537 - Proposed extension and alterations, at Fairfield, Lazonby CA10 1BX – 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>

18.	LPC Cumbria Highways Link Person Report.	TO RECEIVE any reports on other issues that has arisen since the last Council meeting concerning Cumbria Highways.
19.	CCTV Pa system and a Ticket Vending machine (TVM.) at Lazonby Railway Station.	<p>TO CONSIDER the plan to put in a CCTV Pa system and a ticket vending machine (TVM) at Lazonby Railway Station.</p> <p><u>Report of the Clerk to Council.</u> A parishioner has asked if Northern has plans for Lazonby station, and after making enquiries there is plans to put in a CCTV Pa system and a ticket vending machine (TVM) at Lazonby Railway Station. However, the Start date for this work has not been set as yet. The ticket vending machines do not take money only Cards. They are huge, unsightly with a big screen. There is no information as yet as to where they would put it or if there is to be one on both platforms. If not people will have to walk from platform to platform if travelling from non machine side.</p>
20.	Scaur Close Village Green.	<p>TO RECIEVE an update about the Scaur Close village Green status.</p> <p style="text-align: right;"><u>Note: Please see Appendix 20a.</u></p>
21.	Standing Orders and Committee Terms of Reference.	<p>TO RECOMMEND that the amendments to each of the Committee's Terms of Reference (TOR's), with the following words in italics being added to the existing point 4 of each TOR, be approved.</p> <p style="padding-left: 40px;">Point 4 - Membership of the Committee shall be not less than three and not more than five Councillors to be appointed annually at the annual meeting of the Council. <i>All members of the Council are Deputy Committee Members and when deemed necessary will be asked to volunteer to take the place of any absent Committee Members. If a Councillor is unable to attend a meeting, he/she should advise the Chair of the Committee and arrange for a Councillor colleague to deputise.</i></p> <p>ALSO TO RECOMMEND that the amendments to the Parish Council's Standing Orders be approved.</p> <p style="text-align: center;"><u>Please Note: This information has already been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></p>
22.	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>1. Gambling Act Consultation - The Gambling Act 2005 gives responsibility to Licensing Authorities to undertake a number of licensing and regulatory functions in relation to premises used for gambling. Under the Act, all Authorities are required to prepare and publish a Licensing Policy Statement every three years setting out the principles the Authority proposes to apply in exercising its functions under the Act. The policy, which was originally prepared jointly with each of the other Licensing Authorities in Cumbria, was first published in 2007 and was subsequently reviewed and published in 2010, 2013 and 2016. That policy must now be reviewed and a revised statement published in January 2019. Eden District Council are undertaking a 12-week consultation so that you or your organisation may comment on the contents of a revised draft policy which has been amended to reflect changes to guidance and legislation since the last policy review and which is available on the Council's website at</p>

		<p>www.eden.gov.uk/business-and-trade/licensing/gambling-act-2005/about-the-gambling-act-2005/ Copies are also available on request from the licensing office. All representations will receive due consideration prior to the final draft being placed before full Council for adoption from 31st January 2019. If you wish to comment on any aspect of the draft policy, it would be appreciated if you would please use a 'Consultation Response Form' available on our website. Responses to the consultation must be received in writing by no later than 25th September 2018.</p> <ol style="list-style-type: none"> 2. CALC's Membership Subscriptions Review 2018 – In the past, Parish Council's have been charged a fixed amount for their CALC subscription. The questions of fees for parish meetings will be considered further at the October Executive Committee Meeting. CALC would like to know if you have any thoughts on the new approach. 3. Eden District Council Signature Project Fund information - Grants are available from £10,000 - £100,000, and application information can be found on Eden District Council's website. 4. NALC Councillor Training – NALC are asking for Councillors thoughts on Councillor training and ask for any comments to be given by 10th September 2018. 5. CALC Annual General Meeting 2018 – to be will be held at 10.30am on Saturday 10th November at Newbiggin Village Hall, Penrith. We will be sending out invitations (with directions on how to find the venue) in September. As always every local Council is welcome to send as many members and staff as they wish with two voting representatives from each Council (who may be serving councillors or officers). Motions for Debate at the meeting must be received in writing by the CALC office by Friday 12th October 2018. Their guest speaker this year is Margaret Irving, from the Alzheimer's Society in Cumbria. Margaret is working with the Prime Minister's Task and Finish Group looking at the challenges and work being done to make rural communities more dementia friendly. <p><u>Please Note: This information has already been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></p>
23.	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. Water Bottle Refill Scheme in Eden – business are now allowing people to refill their water bottles from their taps. It has been organised by PACT in Penrith. If anyone runs a public building there is information form PACT on how to join the scheme. <p><u>Please Note: This information has already been circulated by Email to Councillors and a copy will be available at the meeting to view.</u></p>
24.	Date of the Next Meeting.	<p>RECOMMENDATION that the date of the next scheduled meeting be Wednesday 3rd October 2018, in the Jubilee Room, Lazonby Village Hall at 7.30pm.</p>

25.	Wall at Bankfoot.	<p>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 matter to be discussed.</p> <p>TO CONSIDER the next course of action regarding the collapsed wall at Bank Foot, Lazonby.</p> <p style="text-align: right;"><u>Note: Please see Appendix 25a.</u></p>
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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
September 2018 Meeting of the Parish Council
SUPPLEMENTARY APENDICES

ITEM NO: (Appendix)	ITEM
9a.	Minutes of the Council Meeting of the 4 th July 2018.
14a.	Financial Report by the Treasurer.
16a.	Planning Applications – New (or Appeal).
20a.	Scaur Close Village Green.
25a.	Wall at Bankfoot – CONFIDENTIAL MINUTE.