

LPC

LAZONBY PARISH COUNCIL

Minutes

For the Council Meeting held on Wednesday 17th June 2015, starting at approximately 7.30 p.m, in the Jubilee Rooms, Lazonby Village Hall.

Present: Chair Councillor Virginia Minihan.

Councillors John Judson, Christine Chamberlain, Christine Hill and Peter Minihan

Also in attendance: The Parish Council Treasurer Chris Hoy and Clerk to the Council Rebecca Wyatt.

Apologies for absence were received from Councillors Christine West and Gordon Nicolson, and County Councillor Hilary Carrick

ITEM / MINUTE No.	ITEM	BUSINESS
15/114	Chair's Declaration of Acceptance of Office for the Appointment of Chairman of the Council for 2015 - 2016.	<p>The Council received the Chair's signed Declaration of Acceptance of Office for the Appointment of Chairman of the Council for 2015 -2016.</p> <p>RESOLVED that the Chair, Councillor Virginia Minihan, signed her Declaration of Acceptance of Office as Chair which was witnessed by the Clerk to the Parish Council.</p>
15/115	The filling of Council Member Vacancies by Co-option.	<p>The Council considered nominations to fill the Council Member vacancies left unfilled at the election by reason of insufficient nominations.</p> <p>RESOLVED that it be noted that the Clerk has now advertised the vacant positions in the Parish Council on the parish notice boards and through the Parish Council Newsletter and website.</p> <p>ALSO RESOLVED that it be noted that the Parish Council will continue to look to co-opt a new Council Member to fill the remaining position.</p>
15/116	Requests for Dispensations.	<p>RESOLVED that it be noted that no requests were 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.</p>
15/117	Declaration of Interest.	<p>The Chair asked if there were any declarations by Council Members of any Personal or Prejudicial Interests relating to any items on the agenda for this meeting.</p> <p>RESOLVED that it be noted that no Members submitted any Declarations of Personal or Prejudicial Interests relating to any items on the agenda.</p>
15/118	Matters of Urgency.	<p>RESOLVED that it be noted that there were no matters of urgency raised for consideration.</p>
15/119	Minutes of the Council Meeting of the 20th May 2015.	<p>The Minutes of the Council Meeting of the 20th May 2015 were considered.</p> <p>RESOLVED that the Minutes of the Council Meeting of the 20th May 2015 be approved and signed as a true record of those proceedings.</p>

15/120	Matters Arising from the Minutes of the Council Meeting of the 20th May 2015.	The Council considered any matters arising from the Minutes of the 20th May 2015.
	13/245 - Public Participation - Lazonby Community Playground Maintenance.	<p>The Council received an update regarding the Community Playground. The Council discussed the issue of ownership of the land again. The land currently belongs to Lazonby & District Swimming Pool but the Parish Council would like to take on the ownership. It is understood that Eden District Council has first refusal regarding the ownership of the land, and as it has been said that Eden District Council are not interested. The Parish Council would like this in writing so that they can take action to take on the land themselves. There were also concerns expressed about the current public liability, especially as the Parish Council pays the annual maintenance bill. The logs regarding the weekly inspection and grass cutting of the Lazonby Community Playground were also discussed.</p> <p>RESOLVED that the Clerk ask Eden District Council if they would give the Parish Council an official letter to say that they do not wish to take over the ownership of the land where the Community Playground is situated.</p> <p>ALSO RESOLVED that the Clerk request to see the Eden District Council's logs of the weekly inspection and grass cutting of the Lazonby Community Playground.</p>
	15/75 - Maintenance of the Parish Notice Boards.	<p>The Council received an update about the maintenance of the parish notice boards. The Council also considered what to do about the broken tile on the notice board near the church because a replacement cannot be found that matches the existing tiles. John Manson has now completed the maintenance on the parish notice boards. As he was unable to find a matching tile to replace the broken tile on the notice board near the church, he gave it a few extra coats of varnish where the tile used to be to help protect it. He has invoiced the Parish Council for £160 for the work.</p> <p>RESOLVED that John Mason be paid for the work he has done to maintain the parish notice boards.</p> <p>ALSO RESOLVED that Councillor John Judson look into replacing the broken tile on the parish notice board near the church.</p>
	15/61 - Public Participation - Flower planters at the entrances into the village.	<p>The Council received an update about the flower planters at the entrances into the village.</p> <p>RESOLVED that it be noted that no volunteers had come forward yet to look after the flower planters, so the Clerk would continue to advertise for volunteers.</p>
	15/89 - Public participation - Blocked Guttering at Barton Dale.	<p>The Council received an update about the blocked guttering in Barton Dale. It was reported at the May 2015 meeting of the Parish Council that a parishioner was having trouble with blocked guttering on their house in Barton Dale which belongs to Eden Housing. The Clerk reported the problem to Eden Housing and they said they would deal with it. The Clerk also spoke to the parishioner to let them know but the parishioner believes the trees that over look the property are to blame and wants the Parish Council to consider this problem.</p> <p>RESOLVED that the issue of the trees in Scaur Close over looking houses in Barton Dale be dealt with through the proposed plans for the Scaur Close green project.</p>

<p>15/92 - Report from County Councillor Hilary Carrick.</p>	<p>The issue of Story Homes ensuring the road is correctly maintained near Lamb Lea and Scaur Lane following drainage work carried out by Story homes was brought up. This included the need to investigate the drainage to make sure it complied with the planning permission.</p> <p>RESOLVED that County Councillor Hilary Carrick and Councillor Gordon Nicolson be asked whether anything has been done regarding the road maintenance and drainage issues in Scaur Lane.</p>
<p>15/95 - Establishment of Committees and Working Groups 2015/2016.</p>	<p>It was recommended to the Council that Councillor Peter Minihan be asked to join the Finance and Budget Committee Members 2015 – 2016 as discussed in the May 2015 Meeting of the Parish Council.</p> <p>RESOLVED that Councillor Peter Minihan agreed to join the Finance and Budget Committee Members 2015 – 2016.</p>
<p>15/108 - Grass Cutting in Scaur Lane.</p>	<p>The Council received an update about grass cutting issues in Scaur Lane and in other areas in the parish. Councillor Chris West spoke to Vicky Boyd about cutting the grass at the entrance to Lamb Lea and she said that she is happy to do it. However, she would appreciate the other part being cut by the Council, which is the part next to the Scaur Close grass which was discussed at the May 2015 meeting. Another local parishioner has said that he is prepared to cut the grass verge near the bench on the High Street below Glovers Cottage.</p> <p>RESOLVED that Councillor Gordon Nicolson ask Eden District Council to cut the verge adjacent to Scaur Close/Scaur Lane.</p> <p>ALSO RESOLVED that the Clerk put an advert in the Parish Council Newsletter to ask for volunteers to cut grass in the parish.</p>
<p>15/121 Public Participation.</p>	<p>There were no parishioners wishing to make any comments at the meeting. However, the Council received correspondence from a parishioner who wished to raise the issue of the new ATM which has been installed at the Co-op shop. He said that the bright blue light was spilling into the street and causing a disturbance to traffic as it passed and a major disturbance to local residents as it is also spilling into their houses at night. He has sent the same correspondence to Eden District Council planning services. Other parishioners have also made complaints to Councillors regarding the neon light on the Co-op's new ATM.</p> <p>RESOLVED that the Clerk ask Eden District Council Planning Services if any action is being taken regarding the issue of the light pollution from the new ATM blue light at the Co-op, and to ask whether planning permission should have been sought to have this new ATM installed.</p>
<p>15/122 Fibre Optic Broadband.</p>	<p>RESOLVED that it be noted that there was no report given on the Fibre Optic superfast broadband.</p>
<p>15/123 Report from the District Councillor Gordon Nicolson.</p>	<p>RESOLVED that it be noted that there was no report from the District Councillor Gordon Nicolson about matters affecting the Parish, however Councillor Nicolson gave written reports for other matters on the agenda.</p>
<p>15/124 Report from County Councillor Hilary Carrick.</p>	<p>RESOLVED that it be noted that there was no report from County Councillor Hilary Carrick about County Council matters affecting the Parish.</p>

15/125	<p>Standing Orders and Financial Regulations.</p>	<p>The Council received the amendments made to the current Financial Regulations of the Council.</p> <p>The Treasurer reported that the amount of grant application and capital project expenditure has diminished slowly and therefore at some stage it may possibly be necessary to reduce the Precept if this trend continues beyond 2015/16. In order to help clearly define such a possibility that could also work in the opposite if expenditure increased he would like to recommend to the committee the introduction of a threshold amount for a contingency reserve. His proposal would be for an amount of £10k as a benchmark to consider future Precept levels and be written into our Financial Regulations. This would be adequate cover for any unexpected expense during the year. Should the budget project the yearend reserves in excess of £10k then consideration should be given to reduce the Precept by an agreed yet sensible amount. For example, a reserve of £12k would trigger this consideration. The Treasurer would lock in a realistic buffer of £2k as a safety margin before any implementation, i.e. £10-12k. Initial projections for reserves at yearend 2015/16 show £11,528 thus between the £10-12k margin so would indicate no necessary change to the Precept level. Below £10k and an increase would be considered. This would make the process transparent for the councillors and parishioners.</p> <p>The Council considered the following clause to be added to the Financial Regulations to determine the basis of allocating a Precept.</p> <p><i>"The Treasurer will provide a Budget for consideration in November that will present a projection of cash reserves at year end in the new financial year. The level of reserves will be a guide as to the amount of Precept the committee wishes to recommend to the council for approval. Should the budget project the yearend reserves in excess of £10k then consideration should be given to reduce the Precept by an agreed yet sensible amount. For example a reserve of £12k would trigger this consideration. The committee would lock in a realistic buffer of £2k as a safety margin before any implementation, i.e. £10-12k. Below £10k and an increase would be considered."</i></p> <p>RESOLVED that the Council agreed to accept the amendments to the Financial Regulations subject to CALCs approval.</p>
15/126	<p>Lazonby Parish Projects:</p> <p>a. Registration of Parish Land.</p>	<p>The Council received an update regarding the registration of parish land. The Solicitor has said that the O'Neil's have historical ownership of the land at Brooklyn Green which the Council could fight but it would be costly to do so. The O'Neil's have the title and have the land registered in their name due to their historical ownership. Therefore the Solicitor felt that the parish council had little chance of success and recommended that the council should no longer consider this small piece of land as part of the land they intend to register as belonging to the parish. The next step will be to have the statutory declaration covering the pieces of land for which the parish council do not have any deeds, issued to Councillor John Judson for signing, to state that the parish council are the rightful owners of the land. The statutory declaration and the deeds for the Sports Field will then be sent to the Land Registry. It was also confirmed that Coronation Gardens will not be included in the Statutory Declaration as it has now been found to be registered to Cumbria County Council and is not owned by the parish council.</p>

	<p>RESOLVED that the Parish Council now exclude the land at Brooklyn Green and Coronation Gardens from the land registry.</p> <p>ALSO RESOLVED that Councillor Virginia Minihan will instruct the Solicitor to issue the statutory declaration for Councillor John Judson to sign.</p>
b. Will Pool Project.	<p>The Council received an update regarding the Will Pool project. A parishioner has reported that the quality of the water is not good and there is a lack of flow. Councillor Christine Chamberlain spoke to someone from the Environment Agency who stated that there had been several reports of blue green algae in the north of the county. Councillor Chamberlain subsequently contacted the Eden Rivers Trust and a representative has offered to make an assessment of the pond and its flow. The flow has been better with the recent rain but still limited. The Council also discussed the other possible causes of the lack of flow and poor water quality that could be investigated.</p> <p>RESOLVED that the Council would wait to see what the Eden Rivers Trust reports back before they pursue other possible causes for the poor quality water and the lack of flow.</p>
c. Neighbourhood Plan.	<p>The Council received an update regarding the Neighbourhood Plan. The progress report on the work funded by the Locality Bridging Grant was submitted on 2nd June by Councillor Gordon Nicolson, and its receipt has been acknowledged. Copies of the report are being circulated. There is now a template for the Neighbourhood Plan which is currently being worked on by the Steering Group.</p> <p>RESOLVED that it be noted that the next Neighbourhood Plan Steering group meeting is July 2nd 2015, at 7.30pm in the Jubilee Room at the Village Hall.</p>
d. Street lighting in the Parish.	<p>The Council received an update regarding the Street lighting in the Parish. Councillor Gordon Nicolson has been in contact with Chris Slater, the Eden District Council Footway Lighting Project Officer, to ask when the footway light at the Village Hall will be replaced. Chris Slater has said that although they are having difficulty in securing an electricity supply in Lazonby for light 17 (near the Village Hall) --- they have not ruled this light out. They have also said that they have a number of lights in this situation and will instruct Amey Engineering to look into it further.</p> <p>RESOLVED that Councillor Gordon Nicolson will follow up with the Eden District Council lighting officer in July, especially as it is important that a light is in place before the dark nights draw in.</p> <p>ALSO RESOLVED that the Councillor Gordon Nicolson be thanked for his written report, the contents of which were noted.</p>
e. Footpath between Lazonby and Kirkoswald.	<p>RESOLVED that it be noted that there was nothing to report and that this item be taken off the agenda for the time being.</p>
f. Scaur Close Green	<p>The Council received the proposal plans for the makeover of Scaur Close Green from Geoff Wilson and Rob Sim. The Council discussed the possibility of an onsite meeting with Rob and Geoff to discuss the plans further. Also to find out whether local residents have been asked for their opinions on the proposed makeover.</p> <p>RESOLVED that the Clerk arrange a meeting with Councillors, Geoff Wilson and Rob Sim to discuss the plans further.</p>

		ALSO RESOLVED that Geoff Wilson and Rob Sim be thanked for the work that they have done regarding the Scaur Close Green
	g. Recycling Centre and Eden Bridge Car Park.	<p>The Parish Council received an update on the maintenance of the Eden Bridge Car Park surface.</p> <p>The Council also received notification that the wild flower project has ceased at Eden Bridge after the area was cut several times after several misunderstandings.</p> <p>The Council also received notification that the Fish & Chip van has changed ownership but will continue to operate at Eden Bridge Car Park on the days already arranged with the Parish Council.</p>
		<p>RESOLVED that it be noted that Councillor John Judson is ordering the hard core and will contact Councillors to help him repair the potholes on Eden Bridge Car Park.</p> <p>ALSO RESOLVED that the report about the wild flower project ceasing at Eden Bridge, after the area was cut several times after several misunderstandings, be noted.</p> <p>ALSO RESOLVED that the report about the Fish & Chip van changing ownership, but continuing to operate at Eden Bridge Car Park on the days already arranged with the Parish Council, be noted.</p>
15/127	Financial Report by the Treasurer.	<p>The Council received a report from the Treasurer (please see attached Treasurer's Report).</p> <p>The Treasurer is keeping a note of when the Neighbourhood Plan Steering group hire meeting rooms through the Parish Council. So far three meetings have been paid for by the Parish Council. The issue of the photocopier and amendments to the Financial Regulations are on the agenda for discussion.</p>
		<p>RESOLVED that the Chair Councillor Virginia Minihan and the Clerk to the Parish Council sign the annual return for the external audit.</p> <p>ALSO RESOLVED that the Treasurer be thanked for his report and review, the contents of which were approved, accepted and noted.</p>
15/128	Authority for Payments.	<p>RESOLVED that the Payment of £180 be paid to Office Technology Corporation to move the photocopier to the Clerk's new address.</p> <p>ALSO RESOLVED that it be noted that the Clerk spoke to the company leasing the photocopier about moving it herself but although they said that would be fine they also said that if it got damaged in the move then it could run into thousands to have it repaired, so the Clerk decided against doing it herself.</p>
15/129	Planning Applications – New (or Appeal).	RESOLVED that it be noted that there were no new Planning applications or Appeals for consideration.
15/130	Planning Applications – Decisions.	RESOLVED that it be noted that no Planning Application Decisions were received.
15/131	Police up-date.	RESOLVED that it be noted that no written or verbal report was received from the Police.
15/132	Lazonby Fire/Rescue Service.	RESOLVED that it be noted that no written or verbal report was received from Lazonby Fire/Rescue Service.

15/133	Housing Development in the Parish.	<p>The Council received an update regarding the Barton Dale signs. At the April 2015 Meeting of the Parish Council it was reported that Story Homes would be happy to assist the Parish Council with the signage for Barton Dale. As a resolution of the Parish Council the Clerk informed Story Homes that the Parish Council would be happy to take up the offer of assistance with the signage of Barton Dale and would like to know what this would involve. The Clerk is still awaiting a reply. There were no other issues relating to housing in the parish.</p> <p>RESOLVED that the Clerk has contact Story Homes again regarding the Barton Dale signs but still has not heard anything back.</p> <p>ALSO RESOLVED that the Clerk will continue to pursue the offer made to the Parish Council by Story Homes regarding assistance with the signage of Barton Dale.</p>
15/134	Traffic and Parking Issues in the Village.	<p>The Council received an update about the possibility of additional parking space at Bells of Lazonby to be used by rail travellers, to ease the shortage of parking spaces outside the Co-op. Councillors Gordon Nicolson and John Judson visited the site proposed by Bells of Lazonby to see how it might be used and managed. The site is some distance beyond the south bound platform and is secluded. The Councillors visiting the site considered that it is unlikely that rail travellers would use the site and it would difficult to justify the substantial cost involved in removing growth, levelling and surfacing the site for car parking. So due to the amount of work and finances it would need to change it into parking spaces the Parish Council decided not to pursue it.</p> <p>The Council also considered the removal of the parking restrictions and lines outside the Lofts, near the Co-op, which were supposed to be removed after a 6 month trial over a year ago but this did not happen.</p> <p>RESOLVED that the Clerk thank Mr Michael Bell of Bells of Lazonby for the chance to discuss the possible use of land for parking spaces and tell him that the Council have decided not to pursue it at present.</p> <p>ALSO RESOLVED that the Council ask County Councillor Carrick if she could ask Cumbria Highways about removing the parking restrictions outside of the Lofts near the Co-op.</p>
15/135	LPC Cumbria Highways Link Person Report.	<p>RESOLVED that it be noted that there was nothing further to report on any other issues that have arisen since the last Council meeting concerning Cumbria Highways.</p>
15/136	LPC mobile friendly website.	<p>The Council received information about the updating of the Parish Council website to make it mobile phone friendly.</p> <p>RESOLVED that the information about updating the Parish Council website to make it mobile phone friendly was noted</p> <p>ALSO RESOLVED that the Parish Council would like to thank Geoff Bennett for maintaining the Parish Council website.</p>
15/137	Photocopier Lease Review.	<p>The Council received information about the possible lease of a new photocopier. The Treasurer and Clerk have spoken to two photocopier companies to ask them for quotes for the lease of a new photocopier as the current photocopier lease is due for renewal and the current photocopier is old. Only one of the companies has given quotes. Unfortunately, there are not many local photocopier companies to ask for quotes, although Councillor Virginia Minihan knows of another one and will pass this information onto the Clerk.</p>

		RESOLVED that the Clerk seek further quotes for the lease of a photocopier from other companies.
15/138	Request to hold a Training Event on the Planning Process.	<p>The Council considered a request to host a training event on the planning process in Lazonby.</p> <p>The Clerk received an email from Gwyn Clark, Head of Planning Services at Eden District Council, who wrote:</p> <p><i>"We have a programme of training events now across the District, the idea (based upon a very successful event hosted by Brough PC a little while ago) is that we find a willing Parish to host the event, and with the help of Sonia at CALC give this publicity, and we come along to deliver some training on the planning process and how Parish Councils can most effectively engage with it. The training lasts about an hour and a half to two hours, depending upon questions and the discussions that might develop from these and so we would like to start reasonably early, 6.30pm or 7.00pm. We delivered training in Penrith yesterday, this was at the invitation of the new Town Council, and are visiting Morland on the 24th June, and after that have dates visiting Kirkby Stephen (30th June) and Alston (13th July), and I'm also waiting to hear from Dacre (who initially have suggested 10th August). I would like to find a venue in the north/northwest part of the District and hence my conversation with Gordon. Gordon thought that it might be a little difficult to find a date before the school holidays in which case it might be best to leave it till September, but either way if you are able to agree to host the event it would be good to get a date in our diaries. Apart from providing the venue all we would need you to do would be to email Parish Clerks in your local area to generate interest (when Brough PC did this it was most effective), Sonia could feature it in her Friday bulletin, and we would come along with our presentation. We had good feedback yesterday and I'm sure the Parish Councillors will benefit greatly."</i></p> <p>RESOLVED that the Clerk contact Gwyn Clark, Head of Planning Services at Eden District Council, to inform her that the Parish Council would be happy to host a training event on the Planning Process in September 2015.</p>
15/139	Invitations to Participate.	<p>The Council considered whether Members would like to take part in, attend, or send a representative to the following:</p> <ol style="list-style-type: none"> 1. Local Council Advisory Service Seminars 2015 - Zurich Risk Engineering have announced the details of their 2015 safety and risk management seminars - 9th July 2015 at Wigton Market Hall. <p>RESOLVED that the invitations to participate be noted.</p>
15/140	INFORMATION given for reference only.	<p>RESOLVED that it be noted that the following information was given to the Council for reference only.</p> <ol style="list-style-type: none"> 1. NALC Legal Briefing L03-15 22 May 2015 - The Local Government (Religious etc. Observances) Act 2015. 2. CALC Circular - June 2015. 3. Media statements from the CCG, the North Cumbria Trust and the Partnership Trust.
15/141	Date of the Next Meeting.	RESOLVED that it be noted that the date of the next scheduled Meeting be confirmed as Wednesday 8th July 2015, at 7.30pm in the Jubilee Rooms at Lazonby Village Hall.