

# LPC

## LAZONBY PARISH COUNCIL

### THE ANNUAL OPEN PARISH MEETING of the PARISH COUNCIL

#### Minutes

held on Wednesday 2<sup>nd</sup> May 2018, starting at 7 p.m. in the Jubilee Rooms,  
Lazonby Village Hall.

**Present:** Vice-Chair Councillor Chris West

Councillors Christine Hill, Gordon Nicolson, John Judson, Gill Sharples and Jeff Bellas.

Also in attendance: 4 parishioners, Treasurer Chris Hoy and the Parish Council Clerk Rebecca Wyatt and Broadband Champion Brian Smythe.

ITEM / MINUTE No.	ITEM	BUSINESS
1.	<b>Apologies for absence.</b>	<b>RESOLVED</b> that it be noted that apologies for absence were received from Councillor Tim Wright and County Councillor Hilary Carrick.
2.	<b>Minutes of the Annual Open Parish Meeting held on the 10<sup>th</sup> May 2017.</b>	The Minutes of the Annual Open Parish Meeting held on the 10 <sup>th</sup> May 2017 were considered. <b>RESOLVED</b> that the Minutes of the Annual Open Parish Meeting held on the 10th May 2017 be approved and signed as a true record of those proceedings.
3.	<b>Reports from the Minutes of the Annual Open Parish Meeting held on the 10<sup>th</sup> May 2017.</b>	Any reports from the Minutes of the Annual Open Parish Meeting held on the 10th May 2017 were considered. <b>RESOLVED</b> that it be noted that all matters were dealt with at the following meetings of the Parish Council after the May 2017 meeting of the Parish Council.
4.	<b>Vice - Chair's Report for the period May 2017 - May 2018</b>	
	<p><b>Introduction</b></p> <p>As Vice Chair I am pleased to present this report of the Parish Council activities over the last year. The Parish Council has an extensive agenda and has tackled many projects and questions from parishioners over the last year.</p> <p>The pace of activity is like the tide. It ebbs and flows. The report will demonstrate the commitment and determination of your Parish Councillors and the interest taken by residents in local matters.</p> <p>Over the year, Lazonby Parish Council has been very well served by its officers – Clerk Rebecca Wyatt and Treasurer Chris Hoy. I would like to thank them for their support and hard work.</p> <p><b>Parish Council Membership</b></p> <p>There have been a number of changes to Parish Council membership in 2017/18. Councillors Chamberlain, Minihan [Peter and Virginia], Nicol and Taylor resigned. Councillors Bellas and Sharples joined. I wish to thank the departing members for their efforts and welcome our new members. A new</p>	

Parish Council Chair will be elected on May 2 at the Annual General Meeting.

All Parish Councillors attend meetings regularly, contribute to the discussions and willingly take on board the business of the Council. I would like to thank them for their support and for the work they do. This is voluntary.

There are presently three vacancies and expressions of interest from residents would be very welcome. I am particularly interested in hearing from residents in the new developments in Lazonby and from those who live out of the main Lazonby settlement.

### **Parish Council Meetings**

Eleven meetings were held between May 2017 and April 2018. [The Council does not usually meet in January and August but did hold an extraordinary meeting in October 2017.] In addition, the Planning Committee met once virtually on Email, after notices were put up in the Parish to consider the Parish response to planning applications and approximately 17 planning applications were looked at overall through the full Council Meetings. The Finance Committee met twice. The Governance Committee met once and the Neighbourhood and Environment Committee met three times.

Public participation is an important part of the monthly meetings. Residents have raised a number of matters including maintaining public footpaths and rights of way, traffic and parking issues, litter and dog fouling. Parish Councillors work closely with District and County Councillors where appropriate to deal with the matters raised by residents.

### **Parish Council Projects**

The Parish Council has worked closely with the **Neighbourhood Plan Steering** Group and has acted as the accountable body for grants received to fund this work. In 2017/18 two grants totalling over £2000 were received. This paid for meeting costs, printing costs and sundry expenditure.

A comprehensive pre-submission consultation exercise was completed in August 2017. This resulted in representations about public footpaths and rights of way from local landowners. These matters were addressed and the Plan and supporting documents were submitted to Eden District Council in September 2017. For reasons beyond the control of Lazonby Parish Council and the Neighbourhood Plan Steering Group, there has been a delay in progressing the Plan. These have been addressed and it is now hoped that the Plan will be cleared for a local referendum and adoption later in 2018.

Thanks go to parishioners Gordon Malcolm, Roger Campbell and Neil Kennedy and to Councillors Chris Hill, Peter and Virginia Minihan and Gordon Nicolson for their sterling work in getting the Plan to this stage.

The **Scaur Close Green** project is now completed. Regular reports on progress have been provided in the monthly newsletter. The Council are currently working to give it village green status. Thanks to Geoff Wilson and Rob Sim for making the idea, a reality.

Now that we are in the growing season, **the volunteer grass cutting scheme** has restarted. Thanks to Councillor John Judson for organising this work and to our volunteer grass cutters who give up their time.

2017/18 saw the retiral of Geoff Bennett, **our long serving webmaster**. Geoff was a volunteer for many years and I would like to thank him for his outstanding service to our community. Geoff has been replaced by Shaun Bunting, another volunteer. I wish to thank Shaun and wish him success in his new role. Shaun is presently revamping the website. Please have a look at [www.lazonbyparishcouncil.org](http://www.lazonbyparishcouncil.org)

The Parish Council resolved to **extend the footpath from Meadow End to the Will Pool**. This will provide safer, easier access to the Will Pool for people in wheelchairs, people with prams and pushchairs and for pedestrians, all of whom will not have to walk on the road. A scheme of work has been agreed with Cumbria County Council and funding being sought. Councillor Gordon Nicolson is leading this work.

Eden District Council has announced that a number of local services will be transferred to Parish Councils if they wish to have them. **In Lazonby this covers the footway lights and the swings and**

**bench at Coronation Park in Scaur Lane.** The Parish Council believes that residents will wish to see these services maintained and is in discussion with Eden District Council about costs and transfer arrangements. Residents will be consulted before final arrangements are agreed.

An experimental **traffic speed monitoring project** has been introduced. This is led by Councillor Gill Sharples who set up the project and recruited a team of volunteers. The results will be evaluated. Your Parish Council will also be conducting a major consultation exercise on traffic and highway issues within the village. The details are being prepared by County Councillor Carrick in consultation with Cumbria Highways.

**Changes to Data Protection Regulations** will require the Parish Council to review its arrangements for securing and storing data. This work will be led by the Clerk to the Council.

July 2017 saw the completion of **registering of Parish land** after several years of working on this project. Thanks to former Councillor Virginia Minihan for her work on this project.

Running the Parish Council means contending with bureaucracy. The Parish Council is obliged to have and maintain many policies and regulations governing its activities. There is a requirement to review and update them usually on an annual basis. Current policies are published on the Council website. This is my opportunity to express thanks to Beccy Wyatt for her hard work and commitment over the year.

**Working with Lazonby Community Organisations**

Lazonby is very fortunate in having a number of thriving clubs and societies and a superb village hall. One of the ways the Parish Council supports local organisations is to offer an annual grants programme. This has continued over the past year and grants totalling £1407 were awarded to four organisations. The recipients were the Great North Air Ambulance, the Fellrunner, the 2<sup>nd</sup> Eden Valley Scout and Lazonby & District Swimming Pool.

**Conclusions**

It has been a busy and challenging year for the Council. Much has been achieved much remains to be done. There are a number of matters that keep coming back. For example, traffic congestion, damage to the pedestrian barrier at Station Road, dog fouling and fly tipping at the recycling site. Perhaps there will be solutions to these problems in the future.

In this report, I have thanked many people but there is always the risk of omitting someone. The Parish Council exists with the support of many people and is here for the benefit of residents.

Finally, I am delighted to say that the Parish precept is unchanged for this year.

Councillor Chris West  
Vice-Chair, Lazonby Parish Council

5.	<b>Treasurer's Financial Report 2017 - 2018.</b>	<p>The Treasurer presented the Financial Statement (please see attached), which was issued to all those present after which questions were invited. The following report was given.</p> <p>Total Reserves held at year end were £17,823.60.</p> <p>The external auditors strongly recommend that the maximum Reserves should not exceed twice the Precept amount. The Precept for the year is £10350. Therefore the maximum Reserve balance would equate to £20700. Reserves were below this threshold by £2877.</p> <p>In November 2016 the Finance and Budget Committee met to recommend the Budget, Precept and Grant allocation for 2017/18. The Precept was reduced by £1500 as Reserves were high with no new Parish projects and reduced Grant applications. Apart from the Neighbourhood Plan which is nearing completion and funded by Grants the only other outstanding project reached a conclusion, the Scaur Green Project with the purchase of a seat overlooking the green.</p>
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Reviewing the total income there is a difference of £4660 less between the accounts of 2016/17 and 2017/18. The main examples of this shortfall in income derive from the following.

Recycling Credits were down £96 a continual decline over the years as more Parishioners succumb to kerbside collections. VAT Reclaim was down £646 due to no claims made yet. HMRC have updated their software systems thus preventing any immediate claims. Now we have obtained a new client number linked to the new systems the claim is now in progress. Rents down £90 partly from a reduction in bids for renting the Parish Sports Field and changes in the frequency of payments by Croglin Ltd as agreed from semi-annual to quarterly. £100 was also obtained from Metcalfe Engineering for use of the car park at the recycling centre. Grants received were down £2327 as the majority funding was allocated to the Neighbourhood Plan in 2016/17 with a smaller allocation in 2017/18 as the Neighbourhood Plan nears completion. £650 was also obtained from Friends of The Lake District towards costs for the Scaur Green Project.

Reviewing the total expenditure there is a difference of £2695 less between the years 2016/17 and 2017/18. Most notably Staff Salaries were up £153 linked to a 1% pay rise and the Council's decision to promote the Clerk and the Treasurer from pay grade 16 to 17 as recognition of their long service and high working standards. Staff Expenses were up £81 predominately due to the Clerks mileage allowance with extra visits to the Parish to place notices for Councillor vacancies and special meetings. Local Grants were down £1269 as fewer applications were received, Training was up £132. Maintenance was up £1387 primarily due to the repairs undertaken on the stone wall behind the War Memorial for £865. Eden DC was also paid £786 as the final costs associated with the upkeep of the Children's Playground beside the Swimming Pool which was deferred from the previous year as the Parish Council successfully negotiated a reduction in costs. Operating Costs were up £2054 in main due to the first payment under the Lazonby Pool Annual Service Agreement. The Pool has resumed control of the Children's Playground and the Service Agreement provides the Pool with 80% of funding up to a limit of £2500. The costs incurred were £1822. Other increases were Hall Hire up £92 reflecting the new governance committees meetings, Printer Fees up £216 for the benefit of the Neighbourhood Plan and reclaimed later through Grants. Dog Fouling campaign at the entrance to the campsite cost £33 and £113 for Defibrillator Signs attached to road signs at the village entry points. Some reductions in operating costs were evident in the council's Insurance Premiums becoming £159 less as the liability and replacement costs of the goalposts in the Parish Sports Field were removed.

Capital/Project Expenditure was down £3373 as total projects for 2016/17 incurred costs of £4079 attributed to the Neighbourhood Plan and Scaur Green Project. Opposed to costs of £706 for 2017/18 relating to the balance of the Scaur Green Project and incidental costs for the Neighbourhood Plan.

Miscellaneous Expenses were down £1864 as the Grants obtained for the Neighbourhood Plan over the two years were not spent in full. In 2016/17 an underspend of £2735 was returned to the originator and in 2017/18 an underspend of £871 was returned.

Finally, the Budget for 2018/19 has projected a net deficit of £2647 which has projected Reserves as at 31/03/2019 of £15176.

It is important to note that should the council decide to adopt the Street Lights then any additional costs outside the phased Grants to be allocated by Eden DC under the proposed agreement over the next 3-4 years will be met by Reserves in the 2018/19 Budget. These will naturally be reviewed in November 2018 in anticipation of the Budget for 2019/20.

**RESOLVED** that the Financial statement submitted by the Treasurer be noted and approved and that the Treasurer be thanked for his report.

6.	<b>Open Forum – Parishioners’ Questions &amp; Suggestions.</b>	<p>The Chair opened the Meeting to the floor and invited those present for their contributions for debate.</p> <p><b>1. Footpaths at ‘The Meadows’ Development</b></p> <p>A parishioner brought up the issue of the Footpaths at ‘The Meadows’ Development and the texture of the footpath not being wheelchair friendly. Councillor West reported that she had spoken to Mr McNally of Story Homes about them installing the 7 metres of link path to the public path at Harrow Beck at a standard that is suitable for wheelchairs but Story Homes have said that they will only install it as a bark-covered path. He also sent copies of the appeal which supports this and does not ask them to do anything more.</p> <p>Another Parishioner wanted the Parish Council to note that due to previous actions by Story Homes to install steps on the other sections of footway, which is contrary to what was expected, that wheel-chair access to the path has been denied by Story Homes' actions alone. Consequently, the parishioner wanted to express regret to Story Homes and to impress on Story Homes that making this short section of path wheel-chair friendly is just a small action for them to take in compensation for the denial of wheel-chair access to the rest of the path.</p> <p>The Parish Council listed all the actions they had taken to improve issues on The Meadows regarding the footpaths, steps, railings around the culvert and installing a grill over it and landscaping as minuted in previous Parish Council Minutes.</p> <p>2. A parishioner complained about the continued state of the roads and the current potholes on the road to Carlisle. It was explained extra funding is being received from Central Government to deal with the issue of potholes after the harsh winter.</p>
		<p><b>1. RESOLVED</b> that the issues raised about the footpaths at ‘The Meadows’ Development be noted and the issue is on the Annual General Meeting Agenda for the meeting following this meeting.</p> <p><b>2. RESOLVED</b> that County Councillor Hilary Carrick and District Councillor Gordon Nicolson will pursue the issue of potholes in the parish, and to note that extra funding is being received from Central Government to deal with the issue of potholes after the harsh winter.</p>
7.	<b>Traffic Mounting Pavements on the B6413.</b>	<p>The Council received a parishioner’s request to discuss the issue of traffic mounting pavements on the B6413 near the village hall because they are worried about their property, and problems getting out of their drive when people drive on the path and have had many a near miss.</p> <p><b>RESOLVED</b> that this discussion be moved to the Annual General Meeting, which is to follow this meeting, under agenda item 26 - LPC Cumbria Highways Link Persons Report ( Minute18/105 of the May 2018 Annual General Meeting Minutes) due to the Annual Open Parish Meeting running over time.</p>
<p>There being no further items raised for discussion the Chair concluded the Meeting by thanking all Parishioners for their attendance and closed the meeting at approximately 7.45 pm.</p>		