

LPC

LAZONBY PARISH COUNCIL

Minutes

For the Annual General Meeting (AGM) of Lazonby Parish held on Wednesday 10th May 2017, starting at approximately 7.30 p.m, in the Jubilee Rooms, Lazonby Village Hall.

Present: Chair Councillor John Nicol.

Councillors Chris Hill, Chris West, Virginia Minihan, Peter Minihan, John Judson and Gordon Nicolson.

Also in attendance: County Councillor Hilary Carrick, Broadband Champion Brian Smythe, the Parish Council Treasurer Chris Hoy and one parishioner.

Apologies for absence were received from Councillors Christine Chamberlain, and Tim Wright.

ITEM / MINUTE No.	ITEM	BUSINESS
17/68	Appointment of Chairman of the Council for 2017 - 2018.	<p>The Council considered nominations for the position of Chair of the Council to serve for the 2017 – 2018 municipal year, from the Council Members present. Councillor Gordon Nicolson was acting Chair for the purpose of this vote.</p> <p>RESOLVED (all in favour) that Councillor John Nicol be appointed as Chair of the Council for the 2017 - 2018 Municipal Year.</p> <p>ALSO RESOLVED that it be noted that Councillor John Nicol signed the Chair's Declaration of Acceptance of Office.</p> <p>ALSO RESOLVED that it be noted that Councillor Gordon Nicolson be thanked for being the acting Chair over the past year.</p>
17/69	Appointment of Vice-chairman of the Council for 2017 - 2018.	<p>The Council considered nominations for the position of Vice Chair of the Council to serve for the 2017 – 2018 municipal year, from the Council Members present.</p> <p>RESOLVED (all in favour) that Councillor Chris West be appointed as Vice-Chair of the Council for the 2017 - 2018 Municipal Year.</p> <p>ALSO RESOLVED that it be noted that Councillor Chris West signed the Vice-Chair's Declaration of Acceptance of Office.</p> <p>ALSO RESOLVED that it be noted that Councillor Chris West be thanked for being the Vice Chair over the past year.</p>
17/70	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>
17/71	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 Councillor Gordon Nicolson declared a personal and prejudicial interest in matters concerning Eden District Council.</p>

17/72	Matters of Urgency.	<p>The Council received the following matters which arrived too late to be otherwise placed on the agenda, or were omitted by mistake, so were introduced in this part of the agenda. These are as follows:</p> <ol style="list-style-type: none"> 1. A wooden fence is on the road past the Auction Mart road in Lazonby, on the left between the top of the brow after the auction field and the bend, is leaning out towards the road and there are concerns that it may fall soon. <p>RESOLVED that the Clerk write to H & H King, who are known to be the guardians of the land, to ask them to mend the fence.</p>
17/73	Minutes of the Council Meeting of the 5th April 2017.	<p>The Minutes of the Council Meeting of the 5th April 2017 were considered.</p> <p>RESOLVED that the Minutes of the Council meeting of the 5th April 2017 be approved and signed as a true record of those proceedings.</p>
17/74	<p>Matters Arising from the Minutes of the Council Meeting of the 5th April 2017.</p> <p>16/266 - Invitations to Participate - BT Programme of Payphone Removals.</p> <p>17/18 - Grass Cutters and their Storage.</p> <p>17/50 – Public Participation – Convex Mirror request.</p> <p>17/64 - Transparency Code.</p>	<p>The Council considered the agenda items relating to matters arising from the Minutes of the 5th April 2017.</p> <p>RESOLVED that it be noted that there was no further update about the BT Programme of Payphone Removals.</p> <p>RESOLVED that it be noted that there were no further reports to be made about the grass cutters and their storage.</p> <p>The Council received an update about the request for a convex mirror to be erected opposite the lane that exits between the church and the railway bridge. County Councillor Hilary Carrick explained that Cumbria Highways will not install convex mirrors on their land. However, a convex mirror can be installed on private land with permission from the owner.</p> <p>RESOLVED that the Clerk ask Councillor Tim Wright to inform the parishioner about the information received about the convex mirror.</p> <p>The Council received an update about the Transparency Code and making sure the Parish Council complies. There is still a need to identify the Parish Council assets, especially as it also relates to sending to the external Auditors (BDO) so needs to be done as soon as possible.</p> <p>RESOLVED that the Council Members send any thoughts or comments to the Clerk in the next 7 days regarding the Parish Council Assets.</p> <p>ALSO RESOLVED that the Clerk put a notice in the Parish Council’s Newsletter about removing the goal posts from the Parish Playing Field as they are not used but still costing the Parish Council in insurance.</p> <p>ALSO RESOLVED that the Finance and Budget Committee meet to discuss the issue of the assets.</p>
17/75	Public Participation.	<p>RESOLVED that it be noted that there were no parishioners present who wished to make any comments, and no written communications were received from parishioners prior to the meeting.</p>

17/76	Super fast Broadband.	<p>The Council received a verbal report regarding Fibre Optic Superfast Broadband from Broadband Champion Brian Smythe. There is still no reported change to the coverage provided or planned for Lazonby Parish under the Connecting Cumbria programme. There are currently road works between Kirkoswald and Glassonby where BT are installing ducting. Connecting Cumbria's next meeting is on 7th June 2017 which Brian will be attending. LonsdaleNet have not met the forecasts reported at the April meeting of the Parish Council. There is not further update other than they have had equipment problems. The backhaul is to be updated by the end of May 2017. The repeater mast at Low Plains is now operational, with one user so far reporting a 40 meg download speed. The service is now available to everyone in line sight of the repeater mast.</p> <p>RESOLVED that Brian Smythe be thanked for his report about Superfast Broadband, the contents of which were noted.</p>
17/77	Report from the District Councillor Gordon Nicolson.	<p>The Council received a report from the District Councillor Gordon Nicolson about Eden District Council matters affecting the Parish.</p> <p>1. It was reported that the refuse collectors now work bank holidays.</p> <p>RESOLVED that it be noted that District Councillor Gordon Nicolson reserved the right to speak on other issues on the agenda.</p> <p>ALSO RESOLVED that District Councillor Gordon Nicolson be thanked for his report, the contents of which were noted.</p>
17/78	Report from County Councillor Hilary Carrick.	<p>The Council received a report from County Councillor Hilary Carrick about County Council matters affecting the Parish. The Parish Council also congratulated County Councillor Hilary Carrick on her appointment as County Councillor for another 4 years.</p> <p>1. There is no overall control in Cumbria County Council, although the Conservatives received the most seats.</p> <p>2. A number of issue such as the Station Road barriers, and the issue of traffic and parking on the main road through the village are to be progressed again now that the local elections have been held.</p> <p>RESOLVED that it be noted that County Councillor Hilary Carrick reserved the right to speak on other issues on the agenda.</p> <p>ALSO RESOLVED that County Councillor Hilary Carrick be thanked for her report, the contents of which were noted.</p>
17/79	Review of Standing Orders, Financial Regulations and other policies and procedures.	<p>The Council considered if any amendments needed to be made to the current Standing Orders and Financial Regulations of the Council, and any other relevant Parish Council Policy.</p> <p>RESOLVED that the Parish Council's Governance Committee meet to discuss any amendment needed to the Standing Orders and Financial Regulations of the Council.</p> <p>ALSO RESOLVED that Council Members be given 14 days to comment on the Standing Orders and Financial Regulations of the Council, and for the comments to past onto the Governance Committee for consideration.</p> <p>ALSO 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>

17/80	<p>Schedule of Council Meetings and Venues for 2017 - 2018.</p>	<p>The Council considered the schedule for Council Meetings and the venues from June 2017 until May 2018. It was recommended that the following dates be booked, being the first Wednesday of every month. These dates exclude August 2017 and January 2018 as no scheduled Council Meeting is held during those months:</p> <p>Wednesday 7th June 2017; 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> <p>RESOLVED that the Parish Council meet on the recommended dates, with such meetings to be held in the Village Hall, when available, starting at 7.30 pm, except for the Open Parish Meeting on 2nd May 2018 which will start at 7 pm followed by the ordinary meeting of the Parish Council.</p> <p>ALSO RESOLVED that the Clerk to book these dates with the available venues.</p>
17/81	<p>Establishment of Committees and Working Groups 2017 - 2018.</p>	<p>The Council considered 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 3. Finance and Budget Committee Members 2016 – 2017: Councillors John Judson, Peter Minihan, Tim Wright and Treasurer Chris Hoy. 4. Governance Committee Members 2016 – 2017: Councillors Gordon Nicolson, Peter Minihan and Tim Wright. <p>The Council also considered if any new Committees or Working groups needed to be established.</p> <p>RESOLVED that the Committee Members for 2017 - 2018 are as follows:</p> <ol style="list-style-type: none"> 1. Planning Committee Members 2017 – 2018: Councillors Virginia Minihan, Chris Hill and Christine Chamberlain. 2. Environment and Neighbourhood Committee Members 2017 – 2018: Councillors Chris Hill, Chris West, John Judson and Gordon Nicolson 3. Finance and Budget Committee Members 2017 – 2018: Councillors John Nicol, Tim Wright, Peter Minihan and Treasurer Chris Hoy. 4. Governance Committee 2017 – 2018: Councillors Gordon Nicolson, John Nicol and Tim Wright. <p>ALSO RESOLVED that the Clerk ask Councillors Tim Wright and Carole Taylor if they wish either to remain Committee Members on the Committees they are presently on or become new Committee Members for either of the Committees.</p> <p>ALSO RESOLVED that no new Committees or Working groups needed to be established at present.</p>

17/82	Representatives on Outside Bodies 2017 - 2018.	<p>The Council considered the appointment of representatives to serve on the following outside bodies for 2017 - 2018. The following were the 2016 - 2017 Parish Council representatives.</p> <ol style="list-style-type: none"> 1. Eden Association of Local Councils – Councillor Gordon Nicolson; 2. Low Plains Quarry Liaison Forum – Councillor Virginia Minihan; 3. Lazonby Village Hall Management Committee – Councillor Chris Hill; 4. Lazonby and District Swimming Pool Association Management Committee – Councillor Christine Chamberlain. <p>RESOLVED that the following Members to be appointed to represent the Parish Council for 2017- 2018, as indicated:</p> <ol style="list-style-type: none"> 1. Eden Association of Local Councils – Councillor Gordon Nicolson; 2. Low Plains Quarry Liaison Forum – Councillor Virginia Minihan; 3. Lazonby Village Hall Management Committee – Councillor Chris Hill. <p>ALSO RESOLVED to ask Councillor Christine Chamberlain if she wished to continue as the Parish Council representative for the Lazonby and District Swimming Pool Association Management Committee</p>
17/83	Lazonby Parish Projects:	
a. Registration of Parish Land.	<p>RESOLVED that it be noted that there was nothing further to report at present about the registration of parish land.</p> <p>ALSO RESOLVED that the Clerk ask Bethan Griffiths of Cartmell Shepherd Solicitors about the Land Registrations progress.</p>	
b. Neighbourhood Plan.	<p>The Council received an update regarding the Neighbourhood Plan. Rachael Armstrong, the Planning Officer (Policy) at Eden District Council has written to the Clerk to confirm that a response has been received from the three statutory consultees that they have consulted with regarding the screening of the Lazonby Neighbourhood Plan. Rachael hopes to be able to complete her screening reports and get them back to the Parish Council in the next couple of weeks, as soon as they have responded to the Local Plan Inspector’s urgent requests (following last week’s Hearing sessions).</p> <p>RESOLVED that the report about the Neighbourhood Plan be noted.</p>	
c. Scaur Close Green.	<p>The Council received a progress report regarding the Scaur Close Green project. Parishioners Geoff Wilson and Rob Sim reported the following:</p> <p>“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.</p> <p>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.</p> <p>The application for the FLD environmental improvement grant will now be progressed.</p> <p>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</p>	

		<p>been planted. The two apple trees remain to be planted in autumn.</p> <p>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.”</p>
		<p>ALSO RESOLVED that Geoff Wilson and Rob Sim be thanked for their work on, and report about, the Scaur Close Green Project.</p>
	d. Community Playground.	<p>The Council received an update about the Community Playground. The Funding Agreement between Lazonby Parish Council and Lazonby and District Swimming Pool Association has now been agreed and signed and the funding of £1800 awarded. Also ‘No Man’s land’ and near the Swimming Pool and Community Playground has been looked at regarding adoption by the Swimming Pool however they have been told that they are not able too, as were the Parish Council. The land included a footpath which is now been looked at by County Council for adoption.</p>
		<p>RESOLVED that the report about the Community Playground be noted and discharged from the agenda as the project was now complete.</p>
	e. Wall at Bank Foot.	<p>There were no further reports about the collapsed wall at Bank Foot to give to the Council. However the Council discussed the issue that the wall could still pose a possible risk to health and safety, even though the site was inspected and deemed not to be a risk to the public. It has always been seen as a civil matter between the land owners however the problem all along has been that ownership was in dispute.</p>
		<p>RESOLVED that Councillor John Nicol would look through all the proceedings regarding the collapsed wall to see if anything further could be done.</p> <p>ALSO RESOLVED that Councillor Gordon Nicolson ask the Eden District Council Law Department for further advise.</p>
17/84	Financial Report by the Treasurer.	<p>The Council received a report from the Treasurer (please see attached Treasurer’s Report).</p> <p>The Treasurer also suggested that the Will Pool Path project could now proceed using some of the funding the Parish Council had.</p>
		<p>RESOLVED that it be noted that David Stevens has completed the audit and is satisfied that the accounts are correct.</p> <p>ALSO RESOLVED that the Will Pool Path Project now be put on the agenda for further discussion.</p> <p>ALSO RESOLVED that the Treasurer be thanked for his report, the contents of which were approved, accepted and noted.</p>
17/85	Authority for Payments.	<p>The Council considered any requests for payment received by the Treasurer, Clerk or Council Members.</p> <ol style="list-style-type: none"> 1. Annual Subscription 2017 / 2018 for Cumbria Association of Local Councils (CALC) of £218.28. 2. The Clerks Expenses of £144.80. 3. The cost of £510.50 (plus VAT) for a bench for the Scaur Close Project. 4. The payment of £70 to David Stevens for carrying out the internal audit for the 2016/2017 accounts.

		<p>RESOLVED that the Council agreed to pay the sum of £218.28 for the Annual Subscription 2017 / 2018 for Cumbria Association of Local Councils (CALC).</p> <p>ALSO RESOLVED that the Council agreed to pay the Clerk the sum of £144.80 for expenses relating to the work of the Clerk.</p> <p>ALSO RESOLVED that the Council agreed to pay the sum of £510.50 (plus VAT) for a bench for the Scaur Close Project.</p> <p>ALSO RESOLVED that the Council agreed to pay the sum of £70 to David Stevens for the internal audit for the 2016/2017 accounts.</p>
17/86	<p>Planning Applications – New (or Appeal).</p>	<p>The Council considered the following Planning Applications, which were issued for consultation by Eden District Council or Cumbria County Council.</p> <ol style="list-style-type: none"> 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. <p>RESOLVED that the Council has NO COMMENTS to make regarding Planning Application No. 17/0160 – (Full Application) proposed roof over silage pit, at West Brownrigg Farm, Plumpton, Penrith CA11 9PF.</p> <p>RESOLVED that the Council has NO COMMENTS to make regarding Planning Application No. 17/0305 - (Full Application) Replacement rear extension and alterations, at Thorn Tree, Lazonby, Penrith CA10 1BL.</p>
17/87	<p>Planning Applications – Decisions.</p>	<p>RESOLVED that the following Appeal Decision - Appeal Ref: APP/H0928/W/16/3164864 be noted:</p> <ol style="list-style-type: none"> 1. 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.” <p>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>
17/88	<p>Housing issues and Development in the Parish.</p>	<p>RESOLVED that it be noted that all the Barton Dale signs have now been put in place.</p>

17/89	LPC Cumbria Highways Link Person Report.	<p>The Council received the following reports on Highways issues in the parish:</p> <p>The issue of the removed barrier at the bottom of Station Road is still ongoing, with County Councillor Hilary Carrick working with Michael Bell of Bells of Lazonby, the Parish Council and Cumbria Highways, to resolve the issue which is more than just the barriers and the turning out of Station Road but also the general issue of parking and traffic on the main road through the village.</p> <p>The Council are still waiting on dates from Story Contractors about when they wish to use Eden Bridge Car Park in order to carry out the work on Eden Bridge.</p> <p>RESOLVED that the reports about the Station Road/Main Street traffic issues be noted.</p> <p>ALSO RESOLVED that the report about the Story Contractors at Eden Bridge be noted.</p>
17/90	Keeping the Parish Tidy.	<p>The Council consider how they wished to proceed with ways to keep the Parish tidy.</p> <p>RESOLVED that a meeting of the Environment and Neighbourhood Committee be convened to discuss ways to keep the parish tidy, who would report back to the Council at a later date.</p>
17/91	Wildflowers and grass Management on the Verge at Eden Bridge Car Park.	<p>The Council considered again a request from Kirkoswald parishioners Nigel and Lois Harbron regarding the wildflowers and grass management on the Verge at Eden Bridge Car Park. 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> <p>RESOLVED that Councillor John Judson would ask the Grass cutters not to cut the verge at Eden Bridge Car park for the time being.</p> <p>ALSO RESOLVED that the Environment and Neighbourhood Committee would discuss the issue of the balsam at their next meeting.</p>
17/92	Invitations to Participate.	<p>RESOLVED that it be noted there were no invitations to participate for consideration.</p>
17/93	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. Pre-election Guidance 2017 – “Purdah: A short guide to publicity during the pre-election period.” 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

		<p>Members.</p> <p>5. Governance and Accountability: A Practitioner's Guide information from CALC.</p> <p>6. HIMS Launch Communication – information from CALC.</p> <p>7. Police Parish Newsletter - April 2017</p> <p>8. CLB Strategy for Industry Paper – information from CALC.</p>
17/94	Date of the Next Meeting.	RESOLVED that it be noted that the date of the next scheduled meeting will be confirmed as Wednesday 7 th June 2017, at 7.30 pm, in Lazonby Village Hall.