

# LPC

## LAZONBY PARISH COUNCIL

---

### Minutes

**For the Meeting of Lazonby Parish Council on  
Wednesday 6<sup>th</sup> December 2023, in Lazonby Village Hall, at 7.30 pm.**

**Present:** Chair Councillor Peter Foley

Councillors Ruth Hookway, Maralyn Wade, Craig Wilkinson and Colin Bryce.

Also in attendance: One Parishioner, County Councillor Hilary Carrick, Treasurer to the Council Chris Hoy and Clerk to the Council Rebecca Wyatt.

ITEM / MINUTE No.	ITEM	BUSINESS
23/232	<b>Appointment of Temporary Chair.</b>	<b>TO CONSIDER</b> the appointment of an acting Chair for the purpose of this meeting.
		<b>RESOLVED that the</b> Council present agreed that Councillor Peter Foley be nominated to be the acting Chair for this meeting.
23/233	<b>Apologies for absence.</b>	<b>RESOLVED</b> that the apologies received from Parish Councillors Tim Wright, Phillip Whitehead and Andrew Miller be accepted and noted.
23/234	<b>Appointment of Chairman of the Council for 2023 - 2024.</b>	It was recommended that proposals were invited from the floor for a permanent Chair to be appointed for the year 2023 – 2024 from the Council Members.  Due to the resignation of the Chair the Parish Council, Members need to elect a new Chair; or if no one comes forward for the position the Parish Council needs to make sure there is an acting Chair at each meeting that can support the Clerk and Treasurer over that month.
		<b>RESOLVED</b> that there were no nominations for a Chair to be appointed for the year 2023 – 2024 from the Council Members present.  <b>ALSO RESOLVED</b> that this appointment of permanent Chair agenda item will be brought back to the next meeting of the Parish Council in February 2024.
23/235	<b>The Filling of Council Member Vacancies.</b>	The Council considered any nominations to co-opt new Council Members as the Parish Council have five Councillor seats to fill after recent resignations.  Parishioner Colin Bryce having completed a Councillor co-option application form and observed a past Parish Council meeting, now wishes to be co-opted onto the Parish Council.  Two other parishioners have also shown their interest in becoming Parish Councillors, with one parishioner already observing a meeting and it is hoped will submit a Councillor Co-option form.
		<b>RESOLVED</b> that Colin Bryce be co-opted onto the Parish Council proposed by Councillor Ruth Hookway, and seconded by Councillor Maralyn Wade, with all Councillors present in agreement.

		<b>ALSO RESOLVED</b> that the Clerk ensure the correct forms are filled out for the new Councillor Colin Bryce and submitted to Westmoreland & Furness Council.
23/236	<b>Requests for Dispensations.</b>	<b>RESOLVED</b> 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.
23/237	<b>Declaration of Interest.</b>	<b>RESOLVED</b> that there were no declarations of interest from the Council Members present.
23/238	<b>Matters of Urgency.</b>	<b>RESOLVED</b> that there were no matters of urgency to consider.
23/239	<b>Public Participation.</b>	<b>RESOLVED</b> that the Chair asked the parishioner from Meadow Close to present her report and join in the discussion during the 'Recent Flooding Issues in the Parish' Agenda item (Minute 23/251 of these Minutes) and the parishioner was happy to do that.
23/240	<b>Broadband in the Parish.</b>	<b>RESOLVED</b> that there was nothing further to report regarding broadband in the parish at present.
23/241	<b>Report from the local Community Police.</b>	<b>RESOLVED</b> that it be noted that Erica Norman has now left her position as a PCSO, as Erica will be starting training to become a police officer, so as at the moment there is no one to replace her, if needed the Parish Council can send any future enquiries to a police email so that it can be viewed by sergeants and tasked to one of her colleagues.  <b>ALSO RESOLVED</b> the Eden Focus Police Newsletter for Eden Rural and the Penrith & Alston for October & November 2023 be noted.
23/242	<b>Minutes of the Council Meeting on the 1<sup>st</sup> November 2023.</b>	It was recommended that the Minutes of the Parish Council meeting on the 1 <sup>st</sup> November 2023 be approved and signed as a true record of those proceedings.  <b>RESOLVED</b> that Councillor Peter Foley was present at the November 2024 meeting of the Parish Council.  <b>ALSO RESOLVED</b> that on Minute 23/216 Progress Reports on Recent Actions - h. Footway Lighting Repairs (Last minute 23/187) of the November 2023 meeting Minutes should read the footway light by the Bowling Club on Rectory Hill reported to be on all of the time.  <b>ALSO RESOLVED</b> that subject to the above amendments to the Minutes of the Parish Council meeting on the 1 <sup>st</sup> November 2023 be approved and signed as a true record of those proceedings.
23/243	<b>Progress Reports on Recent Actions.</b>	The Council received progress reports regarding matters from the Minutes of the Council Meeting on the 1 <sup>st</sup> November 2023.
	<b>a. Donations at Eden Bridge Car Park (Last minute 23/216).</b>	<b>RESOLVED</b> that it be noted that the issue of donations for using Eden Bridge car park is still ongoing.
	<b>b. State of footpaths in the Village (Last minute 23/216).</b>	<b>RESOLVED</b> that it be noted that the report on the state of the footpaths in the parish is still on going.

<p><b>c. Parish Fishing (Last minute 23/216).</b></p>	<p><b>RESOLVED</b> that it be noted that Treasurer Chris Hoy spoke with the Swimming pool and the shopkeepers at Kirkoswald Village shop to explain the new permit system</p> <p><b>ALSO RESOLVED</b> that Councillors Peter Foley and Tim Wright will talk to the Angling Club, to make sure that they are OK with the proposals before proceeding.</p> <p><b>ALSO RESOLVED</b> that a meeting is to be arranged between Members of the Parish Council and the Angling Club to confirm everything is in place before the contract starts hopefully in the new financial year (April 2024).</p>
<p><b>d. Mud on Road from Quarry Vehicles and Blocked Gulley (Last minute 23/216).</b></p>	<p><b>RESOLVED</b> that it be noted that the repairs on the gulley which involved redesigning the drain system, have now been completed and is working well.</p> <p><b>ALSO RESOLVED</b> that it be noted that it was reported that Highways will continue to monitor the amount of mud on the road and act accordingly.</p>
<p><b>e. Social Media Presence for the Parish Council (Last minute 23/216).</b></p>	<p><b>RESOLVED</b> that the Parish Council agreed to adopt the Social Media Policy.</p> <p><b>ALSO RESOLVED</b> that delegated authority will need to be given to the Councillors who will be managing the social media platforms for the Parish Council at the next meeting of the Parish Council in February 2024.</p>
<p><b>f. Speed Limit Signs Coming into the Village (Last minute 23/216).</b></p>	<p><b>RESOLVED</b> that it be noted that although the sites of the speeding signs have been assessed and a judgement formed, the results of the assessments on the relocation of the 30 mph speed limit signs on the roads to Great Salkeld and Carlisle have not been released as yet, so will now hopefully be reported back at the February 2024 meeting of the Parish Council.</p>
<p><b>g. Steps up to the Railway Station (Last minute 23/216).</b></p>	<p><b>RESOLVED</b> that it be noted that the overgrown steps going up passed the Midland Hotel towards the Railway Station were still needing to be fully cleared, so the owners of the land will need to be approached again.</p>
<p><b>h. Footway Lighting Repairs (Last minute 23/216).</b></p>	<p>The Council received an update on the following footway lights which were both reported as not working:</p> <ol style="list-style-type: none"> <li>1. A footway Light reported to be out near the co-op shop.</li> <li>2. A footway light reported to be out on the corner of Scarrows Lane and Carlisle road.</li> <li>3. The footway light by the Bowling Club on Rectory Hill was also reported to be constantly on.</li> </ol> <p><b>RESOLVED</b> that it be noted that the footway light that is out on the corner of Scarrows Lane and Carlisle road has now been repaired.</p> <p><b>ALSO RESOLVED</b> that it be noted that the Clerk reported the lights on Rectory Hill and near the Co-op to Highways but they haven't been repaired as yet.</p> <p><b>ALSO RESOLVED</b> that the Clerk contact Highways again about the lights that have not been repaired as yet.</p>
<p><b>23/244</b></p>	<p><b>Report from the Westmorland &amp; Furness Councillor.</b></p> <p>The Council received a report from Westmoreland &amp; Furness Councillor Hilary Carrick about Westmorland &amp; Furness matters affecting the Parish.</p> <ol style="list-style-type: none"> <li>1. Westmorland &amp; Furness Council's wants to work more closely with Town and Parish Councils, which will mean working in consultation with CALC, which was agreed in October 2023.</li> </ol>

		<p>However, there has been criticism that CALC are the advice givers and not the voice for every Town and Parish Council. However, they are going to continue with the decision but in future will consult with Town and Parish Councils before making such decisions.</p> <ol style="list-style-type: none"> <li>2. Local Tax Reduction Scheme for 2024/2025 is the same scheme as last year, and one of the most generous in the country. It will top up DWP housing payments and those needing help need to get in touch with Westmorland &amp; Furness Council.</li> <li>3. The Voreda House refurbishment was assured by Eden District Council to cost no more than 4.5 million, after identifying the issues still to be resolved they need a further 3.2 million to complete it, which will mean the final cost will be 8.3 million to refurbish.</li> <li>4. Westmorland &amp; Furness Council's Community Asset Transfer Scheme. Local groups and organisations can now apply for long term leases on Westmorland and Furness Council buildings and land for sustainable projects and initiatives. Councillor Carrick has asked for a breakdown of land owned by Westmorland &amp; Furness Council in the parish to see if the Parish Council can put any of it to use.</li> </ol> <p><b>RESOLVED</b> that Westmoreland &amp; Furness Councillor Hilary Carrick be thanked for her report, the contents of which were noted.</p> <p><b>ALSO RESOLVED</b> that it be noted that Westmoreland &amp; Furness Councillor Hilary Carrick reserved the right to request to speak on other issues on the agenda.</p> <p><b>ALSO RESOLVED</b> to put the Westmorland &amp; Furness Council's Community Asset Transfer Scheme on the Parish Council's February 2024 meeting agenda for further discussion.</p>
23/245	<p><b>Lazonby Parish Projects:</b></p> <p><b>a. Proposed Development of Lazonby Egg Packing Station.</b></p>	<p>The Council received a report about the proposed development of the Lazonby Egg Packing Station. The new grant policy is going to be considered at a meeting next week. Councillor Carrick has seen the updated Westmorland &amp; Furness grant application and has sent it to Gordon Nicolson, Councillor Peter Foley and Treasurer Chris Hoy for their views. The costing for the project still needs to be updated.</p> <p><b>RESOLVED</b> that the report about the Egg Packing Station Housing Development be noted.</p>
23/246	<p><b>Financial Report by the Treasurer.</b></p>	<p>The Council received a report from the Treasurer for November 2023 (please see attached Treasurer's Report).</p> <p>The Council were also presented with the new staff wage rise. NALC (National Association of Local Councils) have finally agreed this years' pay rise, an increase of £1 an hour from £11.63 to £12.63 on Scale Point 7. This will be paid as soon as possible back valued from 1<sup>st</sup> April 2023. <b>The Clerk</b> will receive an extra payment of £376, being 7 months hours at an increase of £1 per hour. The new monthly pay will be paid on 1<sup>st</sup> Dec from £624.14 to £677.81 an increase of £53.67 a month. <b>The Treasurer</b> will receive an extra payment of £78 and this will be paid in the new year in amalgamation with his annual expenses claim. His new monthly payment will increase</p>

		<p>from £129.87 to £141.04 being £11.17 a month, paid value 1<sup>st</sup> Dec. In accordance with the Councils Financial Regulations the Treasurer will be paid by bank cheque early next year.</p> <p><b>RESOLVED</b> that the Treasurer be thanked for his monthly report (see attached report), the contents of which were approved, accepted and noted.</p> <p><b>ALSO RESOLVED</b> that the Council agreed to the new staff pay rises of a £1 per hour increase as recommended by NALC.</p>
23/247	<b>Authority for Payments.</b>	<p><b>RESOLVED</b> that the Council considered requests for payment received by the Treasurer, Clerk or Council Members, and agreed to pay the following:</p> <ol style="list-style-type: none"> <li>1. The sum of £214.68 to the Clerk Rebecca Wyatt to cover travel and office expenses between September and December 2023.</li> </ol>
23/248	<b>Planning Applications – New (or Appeal).</b>	<p>The Council considered any new applications which have been issued for consultation by Westmorland and Furness Council.</p> <ol style="list-style-type: none"> <li>1. <b>Planning Application No. 23/0746</b> - Replacement of existing garage and outbuilding with new garage/store/gym/WC/workshop/carport building, at Woodside, Lazonby.</li> <li>2. <b>Planning Application No. 23/0761</b> - Variation of conditions 2 (plans compliance), 3 (landscaping) and 4 (materials), attached to approval 21/0498, at Field West of Clear View, Lazonby.</li> </ol> <p>1. <b>RESOLVED</b> that the Council had <b>NO OBJECTIONS</b> to Planning Application No. 23/0746 - Replacement of existing garage and outbuilding with new garage/store/gym/WC/workshop/carport building, at Woodside, Lazonby.</p> <p>2. <b>RESOLVED</b> that the Council had <b>NO OBJECTIONS</b> to Planning Application No. 23/0761 - Variation of conditions 2 (plans compliance), 3 (landscaping) and 4 (materials), attached to approval 21/0498, at Field West of Clear View, Lazonby.</p>
23/249	<b>Planning Applications – Decisions.</b>	<p><b>RESOLVED</b> that it be noted that the following Planning Application Decisions were received:</p> <ol style="list-style-type: none"> <li>1. Planning Application No. 23/0662 - Detached garage, at Weldun, Scarrows Lane, Lazonby, Penrith - <b>GRANTED</b>.</li> </ol>
23/250	<b>LPC Cumbria Highways Link Person Report.</b>	<p><b>RESOLVED</b> that it be noted that the fly-tipping at the Westmorland &amp; Furness depot in the parish was the result of the chain on the gate being cut to allow the fly-tippers access to the land, so Westmorland &amp; Furness Council are currently looking into it.</p>
23/251	<b>Recent Flooding Issues in the Parish.</b>	<p>The Council received information from parishioners about recent flooding that has affected them in the parish.</p> <p>The Council also considered if the Parish Council wants to help set up a community-led emergency group to deal with flooding issues, and any other emergency issues in the parish.</p> <p>A parishioner from Meadow Close explained On the morning of 14<sup>th</sup> November 2023, residents in Meadow Close noticed pooling of the water on the road outside properties 20 - 24. Suddenly, within about 10 minutes, further water flowed into this area and also around the back of the above properties, causing water to flow into properties 20 and 21. Two fire engines attended and were there for 6 - 7 hours pumping water, which</p>

		<p>included accessing the upstream farm to block the flow of water temporarily in order to control the situation. Around midday water was then released from upstream in a controlled manner which resulted in water recovering the road outside properties 20-24. So two houses were flooded and are still not occupied, and there were several near misses on Meadow Close, and other properties in the Harrowbeck region were also near misses. Also there were concerns that pumping water at the top could also affect lower down the village. There has been a local leaflet drop in those areas to see if anyone would like to be a part of a group to help each other. The Environmental Agency, the Housing Association who owns the flooded houses, and The Meadows Estate Management have all been contacted. Last year work was carried out on the drains and lighting, however, it's believed that more work needs to be carried out. It is believed that the culvert is an issue and the drainage from neighbouring farm land. They would like to know what the Parish Council and the Parish could do as a whole.</p> <p>Councillor Maralyn Wade made a site visit and walks the route of the water causing the flooding issues, and made some important observations that, indicated that the drainage on the neighbouring land is ineffective, and the gully leading to a small drainage pipe is also inadequate as water backs up made worse by at the already saturated land from constant rain fall in recent months, the water has then burst out and cause the flooding, breaking down a bank in the process. The gully is also partially blocked coming down the hill from the telephone exchange which compounds water going into the drains.</p> <p>The Environment Agency has been to inspect and survey it. Councillor Hilary Carrick has so far reported the blocked drains and culvert issues, and the fact that the drainage pipe is twice the size going out than the pipe going in to the culvert, to Westmorland &amp; Furness Flood Risk Team.</p> <p>Councillor Hilary Carrick is the point of contact for the Westmorland &amp; Furness Flood Group. The Council discussed what they could now do to help resolve the flooding issues.</p> <p>A parishioner also made the Parish Council aware that twice over the last 12 months their drive had been washed away by water running off Scarrows Lane and over their drive. They contacted Highways but absolutely no remedial action on the ditches and drainage was undertaken. The parishioner has spent time digging sand gravel and tarmac out of their cattle grid, and are waiting for a groundworker to call and sort out the drive which is wrecked. Having submitted another online form to Westmoreland and Furness they were not optimistic anything would be done. The parishioner asked if there was someone they could speak to about how this can be sorted out long term. The Clerk put Councillor Hilary Carrick in touch with the parishioner.</p> <p><b>RESOLVED</b> that it be noted that Councillor Hilary Carrick will liaise with Councillors Collin Bryce, Maralyn Wade and Craig Wilkinson plus the residents from Meadow Close and affected parishioners, and relevant external bodies, with the view to meeting to discuss the situation.</p> <p><b>ALSO RESOLVED</b> that Councillor Hilary Carrick liaised with the Highways team and they confirmed that an officer would contact the parishioner directly to gain a better understanding of the flooding issue in Scarrows Lane and carry out improvements to try and alleviate the problem.</p>
--	--	--

23/252	<b>Annual Request to Fund the Parish Christmas Tree.</b>	<p>The Council considered a request for the Parish Council to buy a Christmas tree for the village again this year. The Christmas tree is usually placed at the War Memorial.</p> <p><b>RESOLVED</b> that the Parish Council agreed to pay up to £55 for the purchase of the Christmas tree for the village.</p> <p><b>ALSO RESOLVED</b> that Treasurer Chris Hoy will inform the parishioners requesting the tree of the Parish Council's decision.</p>
23/253	<b>Filling Internal and External Councillor Positions.</b>	<p>The Council considered filling the following positions after the recent resignations of three Councillors.</p> <ol style="list-style-type: none"> <li>1. Finance &amp; Budget Committee - Two Members.</li> <li>2. Environment &amp; Neighbourhood Committee – One Member</li> <li>3. Governance Committee – One Member</li> <li>4. Eden Association of Local Councils – One representative.</li> </ol> <p><b>RESOLVED</b> that Councillors Colin Bryce and Maralyn Wade will be the new members of the Environment &amp; Neighbourhood Committee.</p> <p><b>ALSO RESOLVED</b> that the remaining positions to be filled will be done at the Annual General Meeting in May.</p>
23/254	<b>Friends of Settle Carlisle Line Complimentary Membership.</b>	<p>The Council considered if they would like a complementary membership to the Friends of the Settle Carlisle Line (FoSCL). The Clerk received the following email from the Membership Secretary, Friends of the Settle-Carlisle Line</p> <p><i>“The Friends of the Settle Carlisle Line (FoSCL) have recently adopted a new strategy and I would like to take this early opportunity of sharing it with you. We like to see ourselves as the 'Independent Champions' of the line, and as well as having a main aim of increasing passenger numbers and freight traffic on the line - more sustainable ways of travelling and moving goods - we make clear our wish to work in partnership with others who share our objectives. We recognise Parish Councils along/near the line as bodies who may well share these aims and so we have thought about how we might work more closely together with you. I am therefore writing to you to offer Lazonby Parish Council complimentary membership of The Friends of the Settle Carlisle Line. For example, we could promote any of your activities on our website, and perhaps you could share details of our membership offering and activities with your members? The Friends are the largest rail user and support group in the UK with around 2700 members, spread across the world. Activities include: Provision of a quarterly magazine, packed with news, views and updates on our activities and everything Settle-Carlisle!</i></p> <ul style="list-style-type: none"> <li>• <i>Shops at Settle and Appleby and an online shop selling books, DVDs, souvenirs and Settle-Carlisle clothing and memorabilia.</i></li> <li>• <i>Campaigning for improved services over the line and better trains. We also contribute towards the cost of rural bus services to meet trains at our stations.</i></li> <li>• <i>Managing the holiday accommodation at Dent Station, the highest mainline railway station in England.</i></li> <li>• <i>Provision of on-train guides for groups travelling along the line.</i></li> <li>• <i>Adoption of stations, restoration of signal boxes and maintenance of buildings and gardens.</i></li> <li>• <i>Running guided walks near the line including from Ribbleshead Visitor Centre.</i></li> </ul> <p><i>I attach an electronic copy of our latest quarterly magazine for your perusal.</i></p>

		<p><i>Members also have the option of a printed version. Please let me know if you would like a printed version by emailing your address to our membership office <a href="mailto:membership@settle-Carlisle.com">membership@settle-Carlisle.com</a> You can read all about us by visiting <a href="http://www.foscl.org.uk">www.foscl.org.uk</a> If this offer is of interest, please contact me to discuss things further on 07522 592895 if you would like to join us. I will simply need the name and address of your representative who is to receive the magazine along with their contact details, but of course I, or one of my colleagues, would also be delighted to speak with you about any thoughts you may have for joint working."</i></p> <p><b>RESOLVED</b> that the Parish Council would be happy to accept the kind offer of the complementary membership to the Friends of the Settle Carlisle Line (FoSCL).</p> <p><b>RESOLVED</b> that the Clerk will reply to Friends of the Settle Carlisle Line (FoSCL) to let them know the Parish Council would like to accept the kind offer of the complementary membership to the Friends of the Settle Carlisle Line (FoSCL).</p>
23/255	<b>Invitations to Participate.</b>	<p>The Council considered if Council Members would like to comment, take part in, attend, or send a representative to any invitations to participate.</p> <ol style="list-style-type: none"> <li>1. <b>Draft NALC Response - Govt. Consultation on Very Hard To Reach Broadband Areas - Chance to Track Change / Seek Council Evidence</b> - NALC sent out the information regarding the Government consultation on very hard to read broadband areas. If this is something applicable to your area, please complete and return to NALC for them to use as evidence on their response to the Government.</li> <li>2. <b>Westmorland &amp; Furness forum event</b> regarding <i>Westmorland and Furness Budget Consultation for 2024-25 and We are winter ready, are you?</i> Westmorland and Furness Parish Council Association in partnership with Westmorland &amp; Furness Council are holding a virtual forum on Tuesday the 12<sup>th</sup> of December 2023 at 7.00 pm. There will be opportunities for questions and answers.</li> <li>3. <b>Westmorland &amp; Furness Council's 'We are Winter Ready, are you?' Campaign information.</b></li> <li>4. <b>Westmorland and Furness Council's Planning Register is changing</b> - From w/c 20<sup>th</sup> November, the former legacy Eden and South Lakeland District Council Planning Registers will combine to form one new register for Westmorland and Furness. The legacy Barrow Council and Minerals &amp; Waste Registers will remain separate for now. <b>The new Westmorland and Furness Planning Register will be accessible from Monday morning via the following url <a href="http://www.planningregister.westmorlandfurness.gov.uk">www.planningregister.westmorlandfurness.gov.uk</a></b></li> </ol> <p>The online Planning Register helps you to find, view and make comments on planning applications. The new Register includes enhanced features such as:</p> <ul style="list-style-type: none"> <li>- Alerts which can be set up to notify you of any planning applications in your area.</li> <li>- The facility to track an application.</li> <li>- Access the weekly list of valid planning applications and applications determined.</li> <li>- Ability to respond to consultations.</li> <li>- Ability to comment on an application</li> </ul>

		<p>Please note that the register provides access to documents relating to applications from 2010 onwards, for access to documents prior to this please contact Development Management. The Weekly List of valid planning application, and applications determined by the Council during the previous week, will be made available online every Monday morning – emails will no longer be circulated to existing mailing lists, the onus is on yourself to monitor the register and track applications of interest.</p>
		<b>RESOLVED</b> that invitations to participate be noted.
23/256	<b>INFORMATION given for reference only.</b>	<p><b>RESOLVED</b> that it be noted that the following information was given to the Council for reference only:</p> <ol style="list-style-type: none"> <li>1. <b>Local Government Services Pay Agreement 2023 Information.</b></li> <li>2. <b>StreetLink Information</b> - StreetLink is a vital service in helping end rough sleeping and its purpose is to enable members of the public to connect people sleeping rough in England and Wales to local support that meets their needs.</li> <li>3. <b>Holiday Activity and Food Programme Eden - Winter 2023</b></li> <li>4. <b>Information on PCCU (Credit Union) info on their Christmas Club, DWP info on Autumn Statement, Summary of how people can access hardship payments (funded from HSF) from each of the Councils.</b></li> <li>5. <b>CALC Newsletter – September &amp; October 2023.</b></li> </ol>
23/257	<b>Date of the Next Meeting.</b>	<b>RESOLVED</b> that the date of the next scheduled meeting be Wednesday 7 <sup>th</sup> February 2024, at 7.30 pm, in the Village Hall. There is no scheduled meeting for January 2024.

**At this point in the meeting, the Chair asked that any members of the public and press who were in attendance withdraw from the meeting at this point due to the confidentiality of the matter to be discussed.**

**RESOLVED** that the Council agreed that members of the public and press who were in attendance withdraw from the meeting at this point due to the confidentiality of the matter to be discussed.

**During the following agenda item the Chair addressed the Parish Council present to ask if they wished to carry on business beyond the two-hour time limit for Parish Council meetings. It was RESOLVED to continue to complete all business on the agenda.**

23/258	<b>Parish Council's Finance &amp; Budget for 2024 – 2025.</b>	<p><b>PLEASE NOTE</b> that this was discussed at the full Parish Council meeting instead of a separate Finance and Budget Committee meeting due to recent Parish Council membership issues. Furthermore, it was also being discussed in the confidential part of the meeting due to the confidential business to be discussed at that time. However, the information from that agenda item is now being made public through the December 2023 Minutes of the Parish Council as part of the minutes to be approved at the February 2024 meeting of the Parish Council.</p> <p>The Parish Council received the following Notes and guidance regarding Grants, Budget and Precept from the Treasurer Chris Hoy.</p>
--------	---	--

## **1 Grant Requests.**

The FellRunner applied for £810 to provide a scheduled local bus service for parishioners.

(Previously granted £316 for same reason in 2021/22, applied again in 2022/23 but missed deadline).

**Penrith Swift Group** Applied for £600 to install 40 Swift nesting boxes in suitable locations around Lazonby.

**Total amount applied for £ 1410**

However, since the issue of this report to the Parish Council the Penrith Swift Group have now withdrawn their request for funding due to now using volunteers to carry out the work.

## **2 Explanations and recommendations on Yearend Reserves, Budget and Precept.**

The Treasurer calculated the yearend reserves for **31/03/24** based on the agreed balances to Bank on **31/10/23**, including any further income less the expected expenditure from business transactions between **01/11/23** and **31/03/24**.

Current Account Reserves (Agreed with Bank 31/10/23)	4302
Deposit Account Reserves (Agreed with Bank and <b>Excluding</b> Egg Packing Station Grant 31/10/23)	15439
Total Bank Reserves	<b>19741</b>

Total Bank Reserves	<b>19741</b>
Expected Income (01/11/23 – 31/03/24)	<u>4226</u>
	23967
Expected Expenditure (01/11/23 – 31/03/24)	(9417)
Expected Yearend Reserves <b>31/03/24</b>	<b><u>14550</u></b>

### **The Preliminary Budget 2024/25 before Full Committee Approval**

#### **Main Considerations**

Income :- **PRECEPT** assumption at present unchanged.

**FISHING PERMITS** assumes completed contract with Fishing Club for agreed annual payment.

**VAT Reclaim** guaranteed amount of £450, plus expected £400 which is claimed after financial yearend.

**RENTS** includes Chip Van £960, Barugh Produce/Smoke n Steel £960, Bud Designs Ltd £1450, plus £650 buildings Ins, Parish Field £200.

Expenditure :- **SALARIES** present agreed National Levels+ contingency for Pay Rises.

**STAFF EXPENSES** general historic levels.

**LOCAL GRANTS** presumed 100% allocation.

**MAINTENANCE** includes Footway Lights (£2500 to cover adopted in total 33 with costings from W&FC for maintenance, electricity price increases), plus general costs of £1000.

**OPERATING COSTS** usual costs+ Lazonby Pool Service Agreement (Max £2500).

**CAPITAL/PROJECTS EXP** at present the Egg Packing Station Project has been excluded as the funding is matched against expense.

**Expenditure**

Salaries	10500
Staff Expenses	800
Local Grants 100%	1410
Subscriptions	280
Training	200
Maintenance	3500
Operating Costs	5250
Capital/Projects	0

Total 21940

## Income

Precept	14350
Fishing Permits	1750
Recycling Credits	500
Vat Recovery	850
Rents	4220
Wayleave	35

Total            21705

-----  
Total Income 2024/25            21705

Total Expenditure 2024/25    21940

Total Deficit 2024/25            (235)

Expected Yearend Reserves 31/3/24    **14550**

Preliminary Budget Deficit 2024/25    (235)

Total Reserves Expected 31/3/25        **14315**

### Analysis – 2024/25

Reserves are projected at **£14315** as at close of business **31<sup>st</sup> March 2025**.

The financial year 2022/23 marked the end of higher reserves and heralded more value for the parishioners. Whilst spending during that year provided greater benefit to the parish the concerns for the effects of a lower reserve/value ratio have so far proved unfounded. However this will depend on the following analysis.

- 1 Salaries are expected to rise more considerably if inflation remains high over the next few years.
- 2 The Lazonby Pool Service Agreement that allocates funding up to a maximum of £2500 per annum has never yet breached £1800, however the new agreement will allocate some extra cost for repairs and replacements to equipment which may result in a maximum cost in future years.
- 3 Rental income could be affected, it is not certain that the Chip Van will remain in use, Barugh Produce and Smoke and Steel are new entrants and their viability is unknown at present. Bud Designs Ltd has another 3 years on its lease.

		<p>4 Footway Lights in the village may cost considerably more if electricity remains expensive.</p> <p>5 Entering into an agreement with the Fishing Club could cap the precept when no major unfunded projects are projected.</p> <p><b><u>The Treasurers View</u></b></p> <p>The Council had spent significantly and wisely and was correct to have reduced reserves in 2022/23 with a very minor increase in the precept of £1000 in 2021/22 to help mitigate this. The reserves are projected with some good health and looking further forward I believe the main expenditure concerns are inflationary costs incurred in staff salaries and the supply of electricity for our village lighting. Local grants are unpredictable and the Lazonby Pool agreement has a ceiling.</p> <p>The Treasurer said it would be best to avoid any increase in the precept this year as we have some reserves around the contingency base, enough to support the parishioners who are facing years of rising costs impacting their disposable incomes and pensions. So in the Treasurers view raising the precept should be a reaction to costs that cannot be budgeted in advance over a few years when unaided with relevant information for guidance, local grant allocation is one example and in the new financial year take up for consideration is very small in comparison.</p> <p>The Council’s decision to adopt the footway lights was correct and costs whilst higher in the short term should not reflect the Council’s decision to raise the precept on that premise. Therefore the Treasurer is of the opinion that no change is necessary at present when enough reserve is available, reacting only to substantial changes as he has mentioned.</p> <p>This is why a clause was written into the Parish Council’s Financial Regs to have a candid approach to setting the Precept with all the present day facts available A reminder of the Financial Regs 3.4:</p> <p><b>“offers the full committee the benefit either to leave the Precept unchanged, decrease or increase depending on the projected reserves being greater or less than the contingency reserve (£10k). A buffer between £10k and £12k would act as a safety margin before any implementation.</b></p> <p><b>RESOLVED</b> that the Parish Council having considered the grant applications for 2024 – 2025 awarded the Fellrunner the full amount of £810 due to the important bus service they provide to the parish and because of the significant rise in the costs of fuel and other related expenses in order to keep the service running.</p> <p><b>ALSO RESOLVED</b> that the Council agreed to keep the precept unchanged at £14.350 for 2024 – 2025.</p> <p><b>ALSO RESOLVED</b> that the Treasurer be thanked for his report on the budget and precept for 2024 – 2025 which was approved, accepted and noted.</p>
23/259	Marking Chris West’s Retirement from the Parish Council.	<b>RESOLVED</b> that it be noted that the Parish Council continued to discuss marking Chris West’s retirement from the Parish Council in the confidential part of the meeting due to the nature of the discussion.

The meeting finished at 10.00 pm.