

LPC

LAZONBY PARISH COUNCIL

Minutes

**For the Annual General Meeting of Lazonby Parish Council on
Wednesday 7th May 2025, in Lazonby Village Hall, at 7.30 pm.**

Present: Chair Councillor Phillip Whitehead.

Councillors Andrew Miller, Ryan Wilson-Lane, Maralyn Wade and Andrew Sharples.

Also in attendance: Westmorland & Furness Councillor Hilary Carrick, the Clerk to the Council Rebecca Wyatt and 6 parishioners.

ITEM / MINUTE No.	ITEM	BUSINESS
25/83	Appointment of Chair of the Council for 2025 - 2026.	The Council considered nominations for the position of Chair of the Council to serve for the 2025 – 2026 municipal year, from the Council Members present.
		RESOLVED that Councillor Phillip Whitehead be appointed as Chair of the Council for the 2025 – 2026 Municipal Year (Proposed by Councillor Ryan Wilson-Lane and seconded by Councillor Maralyn Wade, all in favour). ALSO RESOLVED that it be noted that Councillor Phillip Whitehead signed the Chair's Declaration of Acceptance of Office.
25/84	Appointment of Vice-chair of the Council for 2025 - 2026.	The Council considered nominations for the position of Vice-Chair of the Council to serve for the 2025 – 2026 municipal year, from the Council Members present.
		RESOLVED that Councillor Maralyn Wade be appointed as Vice-Chair of the Council for the 2025 - 2026 Municipal Year (Proposed by Councillor Phillip Whitehead and seconded by Councillor Ryan Wilson-Lane, all in favour). ALSO RESOLVED that it be noted that Councillor Maralyn Wade signed the Vice-Chair's Declaration of Acceptance of Office.
25/85	Apologies for absence.	RESOLVED that the apologies received from Councillor Tim Wright be accepted and noted.
25/86	The Filling of Council Member Vacancies.	The Council considered any nominations to co-opt new Council Members onto the Parish. There were no nominations at present. The Councillor notice of vacancy brought about by the resignation of Councillor Craig Wilkinson has been up on the notice boards, and there were no nominations received during the notice period, so the Council can now co-opt a new Councillor. This means there are now four seats to fill through Co-option.
		RESOLVED that it be noted that there were no new nominations at present but the Parish Council would continue to seek new Parish Councillors to fill the remaining four seats.

25/87	Requests for Dispensations.	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.
25/88	Declaration of Interest.	RESOLVED that there were no declarations of interest given.
25/89	Matters of Urgency.	RESOLVED that it be noted that there were no matters of urgency to consider.
25/90	Public Participation.	The Chair asked those present if they wished to make any contributions relating to any items on the agenda, or any other parish-related matter which they may wish to raise. 1. A parishioner introduced his two children, one of whom gave a small presentation in order to ask if the Council would support a new bike track on the parish playing/sports field. The Council discussed this with the parishioners and gave them some information on where to possibly get funding, where on the playing field it could be situated as well as other things to consider too. 2. A parishioner made representation relating to agenda item 12(b) and previous minute 25/60. The parishioner understands that the Parish Council is considering a request from a parishioner for the placing of litter/waste bin in Bargeat Wath lane because of the amount of bagged dog faeces that is claimed to be left deposited in the lane. The parishioner wished the Parish Council to note their objection to public funding being employed for the provision of a waste bin in this predominantly rural and relatively isolated location. The parishioner expects it is a minority of dog owners who appear unwilling to carry-away the waste from their dog/s is no reason to pander to the minority. Placing dog-faeces in a bin is not the end of the problem is it; someone still has to empty the bin. The Parish Council should take the opportunity to give out the message that owners of dogs must carry-away their dog-waste and not leave it for someone else to deal with, even though they may have placed it in a bin as an interim position. Not so long ago, when walking in Bargeat Wath lane, from a distance the parishioner saw a dog-owner bag dog's waste and place the bag in the verge. They caught up with the dog-owner and asked why the waste had not been carried away. The response was that the bag would be collected on the way back home; but the owner took the opportunity to seek to excuse the leaving of dog waste by expressing the view that the lane was a popular dog-walk and that a waste-bin should be provided. They asked the dog walker who would supply/install such a bin and then empty it, but didn't get a practical answer. They shouldn't be questions that need to be asked or answered. Please do not provide bins for what the parishioner expects is a minority community of inconsiderate dog-owners. 3. A parishioner requested that a litter bin be put at the Eden Bridge/car park recycling centre after they had to clean out general rubbish from one of the recycling bins before they could put their recycling in it, especially as many people use the area. The parishioner was aware that a bin has been refused down there before due to flooding but suggested that it could be fixed down and that the flooding was only every few years. 4. Stone wall on the road to Carlisle near the rubbish bin has been pushed over again.

		1. RESOLVED that the Council will look into the possibilities of a new bike track being put on the playing field. 2. RESOLVED that the Council noted the objection from a parishioner about putting a litter bin on Bargerts Wath, which is on the agenda for discussion later on in the meeting. 3. RESOLVED that the Clerk will ask Westmorland & Furness Council about having a bin put at the Eden Bridge recycling centre. 4. RESOLVED that the Council will ask Lazonby Estates if they know who owns the land the wall is situated on.
25/91	Broadband in the Parish.	RESOLVED that it be noted that the wayleaves on Parish Council land are still to be finalised. ALSO RESOLVED that it be noted that the new B4RN representative has asked to attend a future Parish Council meeting and give a short presentation; however, due to low Council numbers at the June meeting, and usually very few parishioners attending, the Parish Council will suggest that it would be better for B4RN to organise their own parish meeting. ALSO RESOLVED that the Parish Council invite the new B4RN representative to attend a future meeting to discuss the wayleaves on Parish Council Land issue.
25/92	Report from the local Police.	RESOLVED that the Eden Focus Police Newsletter for Eden Rural and the Penrith & Alston Police Newsletter for March & April 2025 be noted. ALSO RESOLVED that it be noted that Councillor Ryan Wilson-Lane, as the Parish Council's representative on the Neighbourhood Policing Pledge, is still waiting to hear more about the Neighbourhood Policing pledge meetings, as they are still finalising representatives from each Parish Council.
25/93	Minutes of the Council Meeting on the 2 nd April 2025.	It was recommended that the Minutes of the Council Meeting on the 2nd April 2025 be approved and signed as a true record of those proceedings.
		RESOLVED that Council's Meeting Minutes of the 2 nd April 2025 be approved and signed as a true record of those proceedings.
25/94	Progress Reports on Recent Actions.	The Council received progress reports regarding matters from the Minutes of the Council Meeting on the 2 nd April 2025.
	a. Broken Culvert in School Lane (Last minute 25/64).	RESOLVED that it be noted that the broken culvert in School Lane has now been repaired.
	b. V E Day (Last minute 25/64).	The Council received an update about V E Day 80th Anniversary events and one-off funding grants of £80. The Council received an update about the V E 80th Anniversary one-off funding grants. The Council received three funding application letters from Eden Valley Players, the Friends of Lazonby School and Lazonby Village Hall. Councillor Maralyn Wade and Councillor Ryan Wilson-Lane, assisted by the Clerk, were given delegated authority to make the decision on who to award the one off V E 80th Anniversary funding to and how much to give them. All three projects were awarded £80 each towards their V E Day 80th anniversary events.

		The Eden Valley players have now had their V E day 80th Anniversary celebration at the Midland with 1940's style food, music, decorations and a quiz. Lazonby school children are planting a tree this Thursday in the community playground to commemorate the V E 80th Anniversary, and the Friends of Lazonby School are also organizing a street party, dressing up in war time clothing and war time games for the children. Lazonby Village Hall is holding a Community Café event this Saturday to coincide with the V E 80th Anniversary. The plan is for the usual café time to have a focus on wartime foods with the main hall being decorated with V E anniversary bunting, tables decorated with flags and balloons and badges given out to children who attend on the day. There will be a stall based around the theme of Dig for Victory, a stall where participants can swap items or make a donation to the Royal British Legion. A range of games and activities will also be on offer and a jigsaw depicting an image of end of war celebrations, which people can join in completing it. RESOLVED that the report about the V E 80th Anniversary events in the parish be noted. ALSO RESOLVED that it be noted that Eden Valley Players, the Friends of Lazonby School and Lazonby Village Hall were all awarded an £80 one-off grant towards their V E 80th Anniversary events.
	c. Rubbish Bin on Bargeat Wath (Last minute 25/60).	The Council received an update about the rubbish bin on Bargeat Wath. A Contracts Officer from Westmorland & Furness Waste & Environmental Services met Councillor Maralyn Wade at Bargeat Wath to consider the Parish Council's request for the provision of a litter bin at this location. Unfortunately, this request did not meet the required criteria for the provision of a litter bin, primarily due to it being a rural location with no nearby amenities and facilities such as shops/food outlets/ schools/ churches/parks /sports facilities/pubs/bus stops etc. and the location not being within a residential area. Whilst it was noted that the requested location for the litter bin is on an established dog walking route resulting in some deposits of dog fouling and litter unfortunately these stand-alone issues do not meet the criteria required for the provision of a litter bin. It was advised that as the request for a litter bin did not meet the required criteria it may be possible for the Westmorland & Furness Environmental Enforcement Officers to visit this location to erect some signage in an attempt to discourage dog walkers from leaving discarded bags of dog waste in the area, which seemed to be the main issue noted. Environmental Officers will hopefully be able to provide some assistance in an attempt to address this matter. RESOLVED that the report about the refusal of a rubbish bin being put on Bargeat Wath be noted. ALSO RESOLVED that it be noted that the Parish Council will wait to see if Environmental Enforcement Officers visit this location to erect some signage in an attempt to discourage dog walkers from leaving discarded bags of dog waste in the area,
25/95	Report from the Westmorland & Furness Councillor.	The Council received a report from Westmorland & Furness Councillor Hilary Carrick about Westmorland & Furness matters affecting the Parish. 1. Councillor Hilary Carrick attended the Westmorland & Furness Council (W&FC) Annual General Meeting. The new Chairman of W & F Council is Councillor Doug Rathbone and Councillor Mark Rudhall is the Deputy Chairman of W & F Council. The Council's

		Annual Report is on the Westmorland & Furness Council website for last year. They have also agreed on an annual plan which is being done this year. 2. The Devolution submission proposals were put in on 13th April 2025. Westmorland & Furness Council submitted a proposal which was a well balanced proposal indicating concerns as well. They are hoping for a wider population response on the consultation. The next Westmorland & Furness Council meeting will be in July 2025, and it is hoped September is when they will progress it.																				
		RESOLVED that Westmorland & Furness Councillor Hilary Carrick be thanked for her report, the contents of which were noted. ALSO RESOLVED that it be noted that Westmorland & Furness Councillor Hilary Carrick reserved the right to request to give a report on other issues on the agenda.																				
25/96	Review of Standing Orders, Financial Regulations, Terms of Reference for Committees, and other policies & procedures.	The Council considered if any amendments should be made to the current Standing Orders, Terms of Reference for Committees, and other Parish Council policies and procedures. The Council also received an update about the new version of the Financial Regulations for 2025. The Clerk also reminded the Council that the Parish Council’s Risk Assessment needed to be updated. RESOLVED that there were no amendments needed at present to the current Standing Orders, Terms of Reference for Committees, and other Parish Council policies and procedures. ALSO RESOLVED that the new version of the Financial Regulations for 2025 is still being reviewed by the Clerk who will be asking the Treasurer to have input on their preparation due to it being to do with finances, as some of the original text needs to be transferred to the new version. ALSO RESOLVED that the Parish Council’s Risk Assessment be put on the June 2025 Parish Council’s meeting agenda for further consideration.																				
25/97	Schedule of Council Meetings and Venues for 2025 - 2026.	The Council considered the schedule for Council meetings and the venues from June 2025 until May 2026. It was recommended that the following dates be scheduled for Council Meetings, being the first Wednesday of every month. These dates exclude August 2025 and January 2026 as there is no scheduled Council meeting is held during those months: <table><tr><td>Wednesday 4th June 2025;</td><td>Wednesday 3rd December 2025;</td></tr><tr><td>Wednesday 2nd July 2025;</td><td>Wednesday 4th February 2026;</td></tr><tr><td>Wednesday 3rd September 2025;</td><td>Wednesday 4th March 2026;</td></tr><tr><td>Wednesday 1st October 2025;</td><td>Wednesday 1st April 2026;</td></tr><tr><td>Wednesday 5th November 2025;</td><td>Wednesday 6th May 2026.</td></tr></table> RESOLVED that the Parish Council meet on the recommended dates: <table><tr><td>Wednesday 4th June 2025;</td><td>Wednesday 3rd December 2025;</td></tr><tr><td>Wednesday 2nd July 2025;</td><td>Wednesday 4th February 2026;</td></tr><tr><td>Wednesday 3rd September 2025;</td><td>Wednesday 4th March 2026;</td></tr><tr><td>Wednesday 1st October 2025;</td><td>Wednesday 1st April 2026;</td></tr><tr><td>Wednesday 5th November 2025;</td><td>Wednesday 6th May 2026.</td></tr></table> ALSO RESOLVED that these meetings will be held in the Village Hall where possible, starting at 7.30 pm, except for the Open Parish Meeting in May 2026, which will start at 7 pm followed by the Annual General Meeting	Wednesday 4 th June 2025;	Wednesday 3 rd December 2025;	Wednesday 2 nd July 2025;	Wednesday 4 th February 2026;	Wednesday 3 rd September 2025;	Wednesday 4 th March 2026;	Wednesday 1 st October 2025;	Wednesday 1 st April 2026;	Wednesday 5 th November 2025;	Wednesday 6 th May 2026.	Wednesday 4 th June 2025;	Wednesday 3 rd December 2025;	Wednesday 2 nd July 2025;	Wednesday 4 th February 2026;	Wednesday 3 rd September 2025;	Wednesday 4 th March 2026;	Wednesday 1 st October 2025;	Wednesday 1 st April 2026;	Wednesday 5 th November 2025;	Wednesday 6 th May 2026.
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		of the Parish Council at approximately 7.30 pm. ALSO RESOLVED that the Clerk will now book the Jubilee Room at the Village Hall for the agreed dates and times.
25/98	Establishment of Committees and Working Groups 2025 - 2026.	The Council considered the re-establishment of existing Committee and Working Groups for 2025 - 2026. The following are the current 2024 - 2025 Committees, Members and Deputy Members. PLEASE NOTE due to low Council Member Numbers and resignations during the last financial year then some committees are not at full member capacity. 1. Planning Committee Members 2024 – 2025: Councillors Andrew Miller and Tim Wright. 2. Environment and Neighbourhood Committee Members 2023 – 2024: Councillors Philip Whitehead and Maralyn Wade. 3. Finance and Budget Committee Members 2024 – 2025: Councillors Tim Wright, with Treasurer Chris Hoy in an advisory capacity. 4. Governance Committee Members 2024 – 25 – no Councillors at present. Please note: that all Parish Council Members are considered to be Deputy Members of the Committees. The Council also considered if any new Committees or Working groups need to be established. 1. Establishing a new Community Planning Working Group. RESOLVED that the Committee Members for 2025 - 2026 are as follows: 1. Planning Committee Members 2025 – 2026: Councillors Andrew Miller and Andrew Sharples. 2. Environment and Neighbourhood Committee Members 2025 – 2026: Councillors Phillip Whitehead and Maralyn Wade. 3. Finance and Budget Committee Members 2025 – 2026: Councillor Tim Wright and Ryan Wilson-Lane with Treasurer Chris Hoy in an advisory capacity. 4. Governance Committee Members 2025 – 2026: Councillors Maralyn Wade and Ryan Wilson-Lane. ALSO RESOLVED that no new Committees or Working groups be established at present, such as a Community Planning Working Group, due to current low Council numbers and the current projects being undertaken.
25/99	Representatives on Outside Bodies 2025 - 2026.	The Council considered the appointment of representatives to serve on the following outside bodies for 2025 – 2026. The following are the 2024 – 2025 Parish Council representatives. 1. Lazonby Village Hall Management Committee – No Councillor at present. 2. Highways Link person – No Councillor at present. 3. Hesket & Lazonby Place Action Group (PAG) – Councillor Maralyn Wade RESOLVED that it be noted that the Highways Link person position was not filled.

		ALSO RESOLVED that it be noted that the representative for the Hall Management Committee was not filled. ALSO RESOLVED that Councillor Maralyn Wade agreed to continue as the Hesket & Lazonby Place Action Group (PAG) representative for the Parish Council. ALSO RESOLVED that it be noted that Councillor Ryan Wilson-Lane is now the Cumbria Constabulary Neighbourhood Policing Pledge representative for the Parish Council.
25/100	Parish Projects:	
	a. Will Pool Revamp.	The Council received an update on the Will Pool renovations. Councillor Maralyn Wade's husband has kindly planted an apple tree at Will Pool and tidied the area up. The ecologist is not able to give an assessment of Will Pool at the moment so that's on hold for now. The volunteer is still willing to revamp the dipping platform. The Council need to find out about having another information board made. RESOLVED that Councillor Wades husband be thanked for planting the apple tree at Will Pool and tidying the area up. ALSO RESOLVED that the Clerk contact the printers who originally made the information board to see if they still have the art work and ask for an up-to-date quote to have the board remade.
	b. Donation Box at Eden Bridge Car Park.	RESOLVED that the donation box at Eden Bridge car park is still ongoing and will be made once the car park has been resurfaced.
	c. Resurfacing of Eden Bridge Car Park.	The Council received an update on the resurfacing of Eden Bridge Car Park. Councillor Phillip Whitehead reported that the project is still progressing but some final issues need to be resolved before the resurfacing starts. Brampton Skips would be happy to take away the old car park surface that could not be reused. A risk assessment will need to be carried out for the project, and the Environment Agency needs to be contacted regarding any licenses that may be required to allow construction work to be carried out near a Site of Special Scientific Interest (SSSI) and the river. RESOLVED that it be noted that Councillor Phillip Whitehead be thanked for the report about the resurfacing of Eden Bridge car park. ALSO RESOLVED that it be noted that Councillor Phillip Whitehead will continue to progress the project.
25/101	Parish Maintenance:	
	a. Flooding Issues in the Parish.	RESOLVED that it be noted that there was no further updates on the Flooding Report at present but it is still ongoing.
	b. Footpaths in the Village.	RESOLVED that the footpaths in the parish are now undergoing repairs by Highways, where it is needed.
	c. Parish Tree Survey.	RESOLVED that it be noted that the parish tree survey is still ongoing.
	d. Damaged Fence at Eden Bridge Car Park.	RESOLVED that it be noted as reported at the last meeting that the damaged fence will be repaired when the car park surface is redone. ALSO RESOLVED that the Council agreed to Councillor Phillip Whitehead seeking three quotes for the cost of replacing all of the fence at Eden Bridge

		car park, not just the damaged part. ALSO RESOLVED that it be noted that the Clerk contacted via email, the Kirkoswald parishioner who was responsible for damaging the fence in order to give them an update on the fence repair.
	e. Damaged Fence at Bateman Lane.	RESOLVED that it be noted as reported at the last meeting the damaged fence at Bateman Lane will now be repaired when the other fence is repaired at Eden Bridge car park.
	f. Recycling Centre.	The Council considered the request for rubbish bin at the Eden Bridge car park/recycling centre. A parishioner informed the Parish Council that they had been to the recycling centre but before they could recycle their aluminium, they had to remove loose litter and bagged litter from the aluminium recycling bin. This is not the first time this has happened at the recycling centre. The Parish Council have been told in the past that they would not get recycling credits for contaminated bins. There has been a request for a litter bin at the centre before, but it was rejected due to flooding issues. However, as the parishioner who requested a rubbish bin pointed out the site floods infrequently, perhaps every few years, and if the litter bin were sited on a concrete plinth, it would not move if there was flooding. The site is also well used by kayakers, canoeists, rafters, cyclists, walkers and the odd overnight stay by a camper van, plus there is also fishing in the area. So a bin would encourage people to keep the site tidy without contaminating the recycling bins. RESOLVED that the Clerk contact Westmorland & Furness Council to ask if they would reconsider their decision about not placing a rubbish bin at the Eden Bridge car park/recycling centre. ALSO RESOLVED that the Clerk put an article about not dumping rubbish in the recycling centre in a future Parish Council newsletter.
	g. Other Maintenance Issues in the Parish.	RESOLVED that it be noted there were no other maintenance issues to report in the parish.
25/102	Financial Report by the Treasurer.	The Council received a report from the Treasurer for April 2025 (please see attached Treasurer's Report). RESOLVED that the Treasurer be thanked for his monthly report for April 2025 (see attached report), the contents of which were approved, accepted and noted.
25/103	Annual Internal Audit Report 2024/25.	The Council considered the Annual Internal Audit Report 2024/25. John Kidd has completed the Internal Audit Review and has found no matters of concern and therefore confirms that these accounts are a true and fair representation of the Parish Financial Records. RESOLVED that the Council approved and noted the Annual Internal Audit Report 2024/25.
25/104	Section 1 Annual Governance Statement 2024/25.	The Council considered the Section 1 Annual Governance Statement 2024/25. The Chair and Clerk are to sign where approval has been given for ensuring a sound system of internal control, including arrangements for the preparation of the Accounting Statements.

		RESOLVED that the Chair Councillor Phillip Whitehead and the Clerk to the Council Rebecca Wyatt signed the Section 1 Annual Governance Statement 2024/2025, where approval has been given for ensuring a sound system of internal control, including arrangement for the preparation for the Annual Statements.
25/105	Section 2 Accounting Statements 2024/25.	The Council considered Section 2 Accounting Statements 2024/25. The Chair and Responsible Financial Officer are to sign where approval has been given on the Income and Expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners’ Guide to Proper Practices and present fairly the financial position of this authority.
		RESOLVED that the Chair Councillor Phillip Whitehead and Responsible Financial Officer Chris Hoy signed Section 2 Accounting Statements 2024/25, where approval has been given on the Income and Expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners’ Guide to Proper Practices and present fairly the financial position of this authority.
25/106	The Certificate of Exemption - AGAR 2024/25 Form 2.	The Council considered the Certificate of Exemption - AGAR 2024/25 Form 2. The Chair and Responsible Financial Officer are to sign where approval has been given to certify the Parish Council as exempt from a Limited Assurance Review.
		RESOLVED that the Chair Councillor Phillip Whitehead and Responsible Financial Officer Chris Hoy signed the Certificate of Exemption - AGAR 2024/25 Form 2, where approval has been given to certify the Parish Council as exempt from a Limited Assurance Review.
25/107	Dates for the Notice of Public Rights.	The Council considered the Dates for the Notice of Public Rights. The Notice of Public Rights is published along with all the relevant AGAR forms/accounting records on the Parish website before 30th June 2025. The Notice of Public Rights gives an opportunity to any Parishioner to contact the Responsible Financial Officer between certain dates and times should they wish to inspect and or make copies of the accounting records. Therefore approval is required by the Parish Council to agree that the dates for Public Rights will be announced on Sunday 15th June 2025 and will commence on Monday 16th June 2025 and end on Tuesday 15th July 2025.
		RESOLVED that the Parish Council agreed that the dates for Public Rights be announced on Sunday 15th June 2025 and will commence on Monday 16th June 2025 and end on Tuesday 15th July 2025.
25/108	Village Hall Street Lights.	The Council received a report about the Village Hall Street Lights. The Council also considered a review with the Village Hall Committee regarding timings and a secure locked box and agreement as to who changes the timer when the clocks change. The Treasurer attended the Village Hall AGM recently to inquire about the lighting up times. At the Parish Council Meeting in February the Clerk and Treasurer noticed that the two lights that are attached to the Village Hall were out, this was at 10 pm. These lights belong to the Parish Council and are subsequently funded at a cost of £125 per annum paid to the Village Hall. The Treasurer was told that the lights were agreed with a former Councillor, to turn off at 11 pm, they resume on a sensor once twilight occurs. The Treasurer of the Village Hall then mentioned that the light on the Scaur Lane side was at an angle as she

		lives opposite. The Treasurer returned the following morning and noticed that the light was indeed at an angle and one of the four bolts was out of the wall, the bracket plate being bent. It is his suspicion that a contractor working at the Wakefield site may have hit the light as the Village Hall reported damage to their guttering around a year ago by a contractor. Whilst this is now history it would be difficult to prove. Therefore an inspection is required to assess the damage and safety of the present light. Regarding the lighting times, on inspection indoors the Treasurer noticed that the time was incorrect on the clock, it was an hour forward. Meaning that the clock is not automatically set to change to GMT, requiring a manual change which has never probably been changed since installation. At present the timing is correct on BST. Also the timer is housed in a box that is not locked as no keys were found. The Parish Council will need to consider a review with the Village Hall Committee regarding timings and a secure locked box and agreement as to who changes the timer when the clocks change. This is not important at present (BST) the most concerning is the condition of the light and if a new one is to be purchased an electrician will be required. The Treasurer has managed to procure a manual from the manufactures of the timer control. RESOLVED that Councillor Phillip Whitehead would have a look at the light. ALSO RESOLVED that the Treasurer Chris Hoy will talk to the Village Hall Committee about the repair of the broken light, the future timings for it and having a secure locked box on the timer controls. ALSO RESOLVED that the Treasurer Chris Hoy will look into getting an electrician to have a look at the broken light on the village hall.
25/109	NALC/CALC Subscription for 2025/26.	RESOLVED that the Council agreed to continue with the annual subscription to Cumbria Association of Local Council (CALC) for 2025 - 2026.
25/110	Authority for Payments.	RESOLVED that the Council considered requests for payment received by the Treasurer, Clerk or Council Members, and agreed to pay the following: 1. The Treasurer claims an annual expense which was not claimed in the last financial year. The Treasurer deferred his back pay rise until full expenses had been accrued as under PC Financial Regulations the Treasurer is paid only by cheque which incurs additional banking charges. To limit this the Treasurer has claimed once being £75.60 (£49.21 back pay and £26.39 general expenses for stationary and postage) (Cheque No 100601). To clarify the Treasurers back pay this is from 1st April 2024 until 1st Nov 2024 as an annual pay rise as agreed by NALC of £7.03 per month. From 1st Dec 2024 until present day this has already been paid by Standing Order. 2. The sum of £80 (one-off grant) to the Friends of Lazonby School towards their V E celebrations at Lazonby School (Bank transfer no.164). 3. The sum of £7.89 to Geoff Wilson for fuel for the parish mowers (Bank transfer no.165). 4. The sum of £137.10 to the Clerk Rebecca Wyatt for travel and office expenses from March to May 2025 (Bank transfer no.166). 5. The sum of £313.65 for the CALC annual subscription (Bank transfer no.167).

25/111	Planning Applications – New (or Appeal).	RESOLVED that it be noted that there were no new planning applications issued for consultation by Westmorland and Furness Council.
25/112	Planning Applications – Decisions.	RESOLVED that it be noted that there were no new planning applications decisions to consider.
25/113	Reports on any Highways Issues.	RESOLVED that it be noted that there were no further reports to be made regarding Highways.
25/114	Invitations to Participate.	The Council considered if Council Members would like to comment, take part in, attend, or send a representative to any invitations to participate. 1. CALC Annual General Meeting (AGM) will be held on Saturday, 4 th October 2025, at 10.30 am - the venue will be open from 9.30 am for registration, at Braithwaite Institute, Braithwaite.
		RESOLVED that invitations to participate be noted.
25/115	INFORMATION given for reference only.	RESOLVED that it be noted that the following information was given to the Council for reference only: 1. Westmorland and Furness Council News releases – on various topics. 2. CALC Training Information. 3. CVS Information – Health & Wellbeing Bulletin, Focus on Funding and Cumbria CVS Newsletter. 4. Eden Rivers Trust – bookings information for Supporters' Day. 5. Westmorland & Furness Council Event - Waste Services & Engagement Framework. 6. Information on Cumbria in Bloom – closing date for submitting competition forms was 25 th April 2025. 7. Call for sites - Planting for Pollinators 2025 – 26 information. 8. Taking Action for Nature in Eden - Webinar and useful information. 9. NALC - Practitioners Guide, Audit Return Reminder & Data Protection information. 10. Post Office - Directly Managed Branch Update 11. Armed Forces Covenant information. 12. Hesket & Lazonby Place Action Group information. 13. VE Day Information - from the Department of Culture, Media and Sport relating to VE Day on 8 th May 2025 which may be of interest to those organising VE Day 80 th Anniversary Commemorative events.
25/116	Agenda Items for Next Month's Agenda.	RESOLVED that the following agenda items be added to the agenda for the June 2025 Parish Council meeting: 1. Bike track in the parish 2. Updating the Parish Council Risk Assessment.
25/117	Date of the Next Meeting.	RESOLVED that the next scheduled meeting for Lazonby Parish Council will be on 4 th June 2025, at 7.30 pm, in the Jubilee Room, in the Village Hall. However, the venue is still to be confirmed.
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.		

25/118	Staff Pay scales.	PLEASE NOTE that this was originally discussed in the confidential part of the meeting due to the currently confidential financial business to be discussed. However, the decision regarding the Clerks pay scale review are now being made public as part of the minutes to be approved. However, the Treasurers pay scales are still to be reviewed in the June 2025 confidential part of the meeting. The Clerk and Treasurer to the Parish Council were asked to leave the meeting due to the Clerk and Treasurer having a personal interest in the information to be discussed. The Council received an update on the level of the pay scales for the Parish Council Clerk and discussed it accordingly. The Clerk and the Treasurer was then asked to return to the meeting. RESOLVED that the Council have agreed to increase the Clerks pay to salary point 15 which is currently £15.08 per hour (from salary point 7) after the Clerks scale had not been reviewed since 2017, and after nearly 17 years of service to the Parish Council. ALSO RESOLVED that the Clerk will be back paid from 1st February 2025 when the request for the Council to review the Parish Councils Officers pay scales was put forward. ALSO RESOLVED that the Clerk will read the new employment contract and sign it at the Parish Council meeting in June 2025. ALSO RESOLVED that the Treasurer now pay the Clerk her back pay. ALSO RESOLVED that the Clerk and the Treasurer will have annual review appraisals in the Autumn. ALSO RESOLVED that it be noted that the Council are now going to review the Treasurers' pay scale so will need a copy of the Treasurers existing Employment Contract to review. ALSO RESOLVED that this agenda item will be put back on the confidential part of the June 2025 agenda to consider the Treasurer's pay scales. ALSO RESOLVED that it be noted that the Clerk and the Treasurer thanked the Parish Council for the work they have done to ensure that their staff are on the right pay scale.
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.		
25/119	LPC Grant Application Update.	PLEASE NOTE that this was originally discussed in the confidential part of the meeting due to the confidential financial business to be discussed. However, the decision from this agenda item has now been made public, as part of these minutes. RESOLVED that the Council, having considered the Village Hall Grant Application, agreed to award them £1200 towards the purchasing of 3 x CCTV cameras for the outside of the building only, with the grants funding being released once the work has been carried out and the necessary licenses have been obtained.

The meeting finished at 9.45 pm.