



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR
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Draft Minutes of

PENRITH TOWN COUNCIL

Held virtually via video conference on

Monday **30 November 2020**, at 6.00 p.m.

PRESENT

Cllr Jackson	North Ward	Cllr Knaggs	West Ward
Cllr Davies	West Ward	Cllr Lawson	Carleton Ward
Cllr Donald	North Ward	Cllr M Shepherd	North Ward
Cllr Fallows	East Ward	Cllr Shepherd	East Ward
Cllr Hawkins	East Ward	Cllr Snell	West Ward
Cllr Kenyon	North Ward		

Services and Contracts Manager

Deputy Town Clerk

Solicitor

Economic Development Officer

Draft MINUTES
VIRTUAL FULL COUNCIL MEETING
MONDAY 30 NOVEMBER 2020

PTC20/79 Apologies for Absence

Members received apologies from Cllrs Clark and Kenyon. Cllr Kenyon joined the meeting at 19.10 hours.

Cllrs Burgin and S Clarke have a dispensation given under Minute PTC20/25 due to connectivity issues.

PTC20/80 Confirmation of the Minutes of Previous Meeting

Receive and approve minutes of meetings

Members were asked to approve the minutes for Virtual Full Council held on 28 September 2020 as a true and accurate record and agree they be signed as such, when permissible, by the Chair of the meeting.

RESOLVED THAT:

The minutes be approved and signed as a true and accurate record and they be signed as such, when permissible, by the Chair of the meeting.

PTC20/81 Public Participation and Representations

a) Public representations

The Chair informed the meeting that no questions, petitions, representations or statements were received in advance of the meeting from members of the public.

b) Representations from District and County Councillors

Eden District Councillors:

Cllr Lawson read out a statement on behalf of Councillor Holden which thanked the Council for the work at Fairhill, raised concerns about speeding traffic on Beacon Edge, reported that a new footpath is being installed at White Ox Way; that work on the Persimmon site has halted until the spring of 2021; that planning approval has been granted for housing development at White Ox Way and reported that the defibrillator on Drovers Lane had gone missing.

Cllr Taylor informed the meeting of the current local government reorganisation plans and position within Eden and Cumbria.

County Councillors:

Cllr Bell informed the meeting of concerns with speeding traffic on Beacon Edge and wished for consideration to be given in the future as to where children living within the town centre can play.

c) Representations from District and County Councillors continued

Cllr Carrick informed the meeting that traffic monitoring had been undertaken on Beacon Edge, consultation was commencing on improvements to the highway at the Scotland Road, Inglewood Road junction and referred to local government reorganisation.

PTC20/82 Declaration of Interests and Requests for Dispensations

a) Dispensations for virtual meetings

Members noted that further to resolution PTC20/25 agreed on 13 July, Councillors Burgin, M. Clark, S. Clarke, Fallows and C. Shepherd had applied for a dispensation that expires on the 13 January 2021. These applications had been accepted by the Clerk to the Council who had authority to grant dispensations under section 33(1) of the Localism Act 2011, the basis being set out under section 33(2). The dispensation was valid until 12 January 2021. The individual dispensations would be retained on file. Having accepted these dispensations, the Council would thereafter accept apologies from these Members for failing to attend because of contraction of Covid-19, inadequate equipment, connectivity, or other technical reasons and if their apologies were not received prior to the meeting, their dispensation would prevent their disqualification. Members were asked to note that National Association of Local Councils (NALC) legal team have advised the Council that this approach was satisfactory.

b) Dispensations Extension

Members were asked to consider extending the Dispensations period for individual Members who are unable to join virtual meetings.

RESOLVED THAT:

- i. The Dispensation period approved by Council resolution PTC20/25 agreed on 13 July allowing Members who are unable to join virtual meetings, due to illness or for technical reasons or where there is good reason for non-attendance be extended for a further six months from the 13 January 2021.
- ii. Members who apply for a dispensation under the terms of the motion would be granted dispensation on completion of a Dispensation Form.

c) Declarations of interest of any disclosable pecuniary or other registrable interests

Members were asked to receive any declarations of interest of any disclosable pecuniary or other registrable interests relating to any items on the agenda for this meeting. Declarations of Interest were received from:

- Cllr Shepherd declared an interest in item 19 The Slow Ways Project as he is a member of the Penrith Ramblers Association.

PTC20/83 Excluded: Public Bodies (Admission to Meetings) Act 1960

Members were informed that there were no items to be considered in private session.

PTC20/84 Chair's Report

Members received a report from the Chair outlining that he had attended the opening of the Fairhill Playground and recently represented the Council at the Penrith Remembrance Day event. He encouraged people to shop local.

PTC20/85 Reports from Members

- i. Cllr Davies reported that he had attended the Rural Services Market Towns group meeting and attended the Cumbria in Bloom awards. He requested that the latest Omega Proteins update be included with the Minutes.
- ii. Cllr Donald reported that he had attended the visit from the High Sherriff of Cumbria, the CALC Nature Recovery event and the question and answer session with the Police and Crime Commissioner.
- iii. Cllr Knaggs reported that Arts and Cultural Strategy work had commenced and stakeholders were meeting.
- iv. Cllr Shepherd reported that he was now the Vice Chair of the Coronation Gardens Group.
- v. Cllr Snell reported that she presented to Eden District Council Planning Committee in favour of the development of housing at White Ox Way.

There were no further reports from Members regarding meetings they had attended as representatives of the Town Council.

PTC20/86 Resolutions Report

Members received and noted the written report.

PTC20/87 Neighbourhood Plan and Penrith Parking and Movement Study

Members received and noted the oral report from Cllr Knaggs as the Lead Member. He reported that Eden District Council had completed the Regulation 16 Consultation on the draft Neighbourhood Development Plan and they would collate responses received. Mr John Slater has been jointly appointed as the Independent Planning Inspector who will examine the draft plan, consider the responses received, carry out any visits he feels he needs to make and talk to those he needs to in order to clarify any points. The Council awaits a date when the Inspector will be commencing work.

Members received and noted the oral report from the Economic Development Officer as the Lead officer for the Penrith Parking and Movement Study. It was reported that the Penrith Parking and Movement Study was now complete and that an implementation group had been convened to take the study forward.

PTC20/88 Newton Rigg

Members received and noted the oral report from Cllr Knaggs as the Lead Member, who reported that the Education Commissioner had invited Expressions of Interest from interested parties which, if approved, would be invited to go forward to develop Business Plans. The Land Based Strategy Group is working with partners to develop bids and there are reasons to be optimistic.

PTC20/89 Devolution

Members considered the report and recommendations.

Moved by Councillor Lawson

Seconded by Councillor Jackson

That:

- i. The Council approves that the assets listed in paragraph 1.8 be considered for devolution to the Town Council.
- ii. The Council re-submits an expression of interest to Eden District Council requesting the devolution of the assets.
- iii. That the Expression of Interest goes on record and is submitted to Cumbria County Council and to One Public Estate (<https://www.local.gov.uk/onepublicestate>)

Amendment by Councillor Davies

Seconded by Councillor Jackson

that:

- i. The Council approves that the assets listed in the report be considered for devolution to the Town Council with the addition to include space at the Business Parks and Voreda House.
- ii. The Council re-submits an expression of interest to Eden District Council requesting the devolution of the assets.
- iii. That the Expression of Interest goes on record and is submitted to Cumbria County Council and to One Public Estate.

On being put to the vote the amendment was carried and became the substantive motion whereby it was

RESOLVED THAT

- i. The Council approves that the assets listed in the report be considered for devolution to the Town Council with the addition to include space at the Business Parks and Voreda House.
- ii. The Council re-submits an expression of interest to Eden District Council requesting the devolution of the assets.
- iii. That the Expression of Interest goes on record and is submitted to Cumbria County Council and to One Public Estate.

PTC20/90 Updated Pandemic Emergency Plan

Members considered the updated Pandemic Emergency Plan.

RESOLVED THAT:

- i. The updated Pandemic Emergency Plan be approved.
- ii. Cllrs Snell, Donald and Kenyon's contact details be passed to Cumbria County Council should there be a service and requirement to contact lonely or vulnerable people via the telephone.

PTC20/91 Matters from Finance Committee

Members were asked to ratify the matters a) to d) as approved by Finance Committee and note matter e) as noted by the Finance Committee.

RESOLVED THAT:

The following matters a) to d) approved by the Finance Committee be ratified and matter e) be noted.

a) Bank Reconciliation

The bank reconciliations as of 30 September 2020 and 31 October 2020.

b) Budgetary Control Statement 2020/21 31 August 2020

The budgetary control statement for the period to 31 October 2020.

c) Photocopier

The purchase of a new office photocopier that prints 32 pages per minute, funded from the Information Technology Budget.

d) Cornmarket Bandstand

Ratify that:

- i. The hire fee for the Board and Elbows use of the Cornmarket Bandstand area in 2020 be waived.
- ii. The hire fee for all uses of the Cornmarket Bandstand be waived up to the 31 March 2021.
- iii. The Services and Contracts Manager be given delegated authority to approve the permission for use of the Cornmarket Bandstand area for the remainder of 2020 and through 2021, and a list of uses up to the 31 March 2021 be reported to Finance Committee.

e) Footway Lighting Bowscar

Electricity North Wests plans to undertake works affecting the footway lighting in Bowscar are in abeyance.

PTC20/92 Penrith in Bloom

The Chair expressed the Council's thanks and appreciation for 2020 Penrith in Bloom projects and asked Members to note that the Town Council had received the Royal Horticultural Society and Cumbria in Bloom Certificate on Recognition in 2020.

PTC20/93 Restoration of the Historic Milestone Carleton Road

Members considered the report and determined whether to make a financial contribution to the restoration of the historic milestone on Carleton Road.

RESOLVED THAT:

The Council approves a grant of £125 payable to the Milestone Society for the costs to restore the historic milestone on Carleton Road, Penrith funded from the Town Projects budget.

PTC20/94 Standards Matter 2: Public Consultation and Public Sector Survey

Members considered the report and the recommendations within.

RESOLVED THAT:

- i. The Council noted the content of the report, and
- ii. The Council authorised for officers to prepare and circulate a draft response to Councillors based upon the questions set out in the report and submit a response subject to the feedback received by the deadline of 04 December 2020.

PTC20/95 Land at Thacka Beck

Members considered the report and the recommendations within.

RESOLVED THAT:

- i. The Council noted that the ownership of the land at Thacka Beck has transferred to the Council, and
- ii. The Council authorised the Solicitor to finalise the Grant of Easement with Northern Gas Networks and for it to be signed on behalf of the Council by the Council Chair and Vice Chair.

PTC20/96 External Bodies

Members considered the report and the recommendations within.

RESOLVED THAT:

- i. The Terms of Reference for the Penrith Town Working Group, Stakeholder Group and Project Groups be noted.
- ii. Cllr Davies be nominated as the Member representative on the Rural Market Town Group and that Cllr Snell be the standing deputy.
- iii. Cllr Kenyon, the Economic Development Officer and Deputy Town Clerk represent the Council on the multi body Project Review Group (PRG), Local Cycling and Walking Infrastructure Plan (LCWIP) for Penrith to appraise and direct the progress of the project.
- iv. Members noted the guidance for the Council's representation to external bodies.

PTC20/97 Motion from Cllr Knaggs Supporting the Slow Ways Project

Members considered a motion from Cllr. Knaggs requesting that the Council supports the Slows Ways Project.

RESOLVED THAT:

The Council supports the Slow Ways Project, and

- i. Promotes the Slow Ways Project within Penrith and the Eden Valley in order to encourage groups and individuals to get involved.
- ii. Posts information on the Town Council website and social media pages.
- iii. Issues a press release to the Cumbria Local, Cumberland & Westmoreland Herald, News & Star, Cumbria Crack and the Newsquest group.

PTC20/97 Motion from Cllr Knaggs Supporting the Slow Ways Project, continued

- iv. Writes to Cumbria County Council and Eden District Council seeking their support for the Slow Ways Project and to use their influence to get volunteers signed up and involved.
- v. Sends the press statements to local community groups such as the Penrith Ramblers, Cumbria Action for Sustainability (CAFS), Penrith Action for Community Transition (PACT) and the Zero Carbon Cumbria Partnership (ZCCP).
- vi. Works with Parish Councils in the neighbouring settlements to promote the project.

PTC20/98 Eden District Council Strategic Housing and Economic Needs Assessment Consultation

Members noted that Eden District Council are undertaking a Strategic Housing and Economic Needs Assessment Consultation. Eden District Council has committed to undertake an early review of its Local Plan, and in doing so, it will be commissioning/preparing a number of evidence based documents to inform and assist the preparation of the Local Plan for the period 2020 – 2040. The consultation is the first evidence based document to be prepared and is key to setting out the number (and type) of new dwellings and employment land that will be needed in Eden to 2040. Members were reminded that a draft response had been circulated prior to the meeting.

RESOLVED THAT:

Members should return their comments on the draft response by Friday 4 December 2020 so that a corporate response can be submitted to Eden District Council by Friday 11 December 2020.

PTC20/99 Next Meeting

Members noted that the next meeting is scheduled for 25 January 2021 at 6.00pm, Unit 2, Church House, 19-24 Friargate, Penrith Cumbria, CA11 7XR or that the meeting may be convened on this date via video conferencing.

Private Session

There were the no items in this Part of the Agenda

CHAIR:

DATE:

FOR THE ATTENTION OF ALL MEMBERS OF THE TOWN COUNCIL

ACCESS TO INFORMATION

Copies of the agenda are available for members of the public to inspect prior to the meeting. Agenda and Part I reports are available on the Town Council website:

www.penrithtowncouncil.co.uk

Background Papers

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made to the Town Clerk address overleaf between the hours of 9.00 am and 3.00 pm, Monday to Wednesday via office@penrithtowncouncil.co.uk.

Omega Proteins, Penrith:

Briefing Note for Penrith Town Council

September 2020



Introduction

Omega Proteins continues to invest in the modernisation of buildings, processes and supporting infrastructure at the Penrith plant, to deliver improved efficiency and environmental performance in order to meet changing customer needs and minimise the impact of operations on the local area.

This Briefing Note provides an overview of current and planned initiatives that the business is pursuing at the Penrith plant, to help the Town Council have a better understanding of what is going on and why.

Omega provides a business-critical service for livestock agriculture and food industries in Cumbria and beyond, turning animal by products into a wide range of value-added oils and meals used in the power industries, aviation and pet food manufacture, to name a few.

And the business is a significant local employer – there are currently more than 100 employees on the site, and many more involved in transportation of raw material and finished products.

Overview

Omega is mid-way through a major investment programme on the Penrith site. A lot has already been done and is visible in the form of new buildings and infrastructure on the site, and there is more work left to do.

New Buildings

The Town Council is consulted by Eden District Council as and when planning applications are made for new development at the plant and, in common with other industrial locations, there are a wide range of Permitted Development rights which allow smaller scale change and adaptation to take place without the need for planning permission to be obtained.

Improved processes

Less visible are changes to processes and process machinery that are driving the need for new and revised buildings on the site. The business is investing enormously in the latest machinery as process lines are renewed and upgraded to ensure efficiency, reliability and peak environmental performance. Hand in hand with that are new and improved systems for air handling and odour abatement which are at the heart of ensuring the plant can operate without adverse impact on the local community in and around Penrith.

All changes in processing are of course subject to variations of the Environmental Permit for the site. This requires detailed risk assessments on odour, emissions, energy, noise and waste to be submitted to the Environment Agency for approval each time a change is made.

What's changing?

The adjacent plan shows the different zones of the Penrith site and what is changing:

Core site (yellow zone) – this is the established heart of the industrial complex, which has its origins as a brick works established during late 1800s. This is where raw material is processed and where there is a current focus on the renewal and rationalisation of buildings to make best use of brownfield land. Several buildings are being extended and re-clad (permitted development); a new Tipping Shed and attached process line is being constructed in place of former offices and yards, and plans have been approved by Eden DC for redevelopment of an existing Process Building in the heart of the site. The driver for increasing the number and type of production lines is to keep pace with changing requirements for single species finished products in the pet food and animal feed industries in the UK and overseas.

East expansion (blue zone) – this was the first phase of expansion for Omega on to new land and it is now largely complete. Work was started in 2017 to provide an all-new effluent treatment plant, offices, laboratory space, stores and parking. The effluent plant is the size of a football pitch so there was no room for it in the core site, but it enables Omega to treat its waste water so that it can be reused in the plant, reducing fresh water demand and also the amount sent to the public sewer for treatment. Moving offices and labs to this location has improved safety for employees and visitors, as they no longer have to pass through the Core site in order to access these facilities.

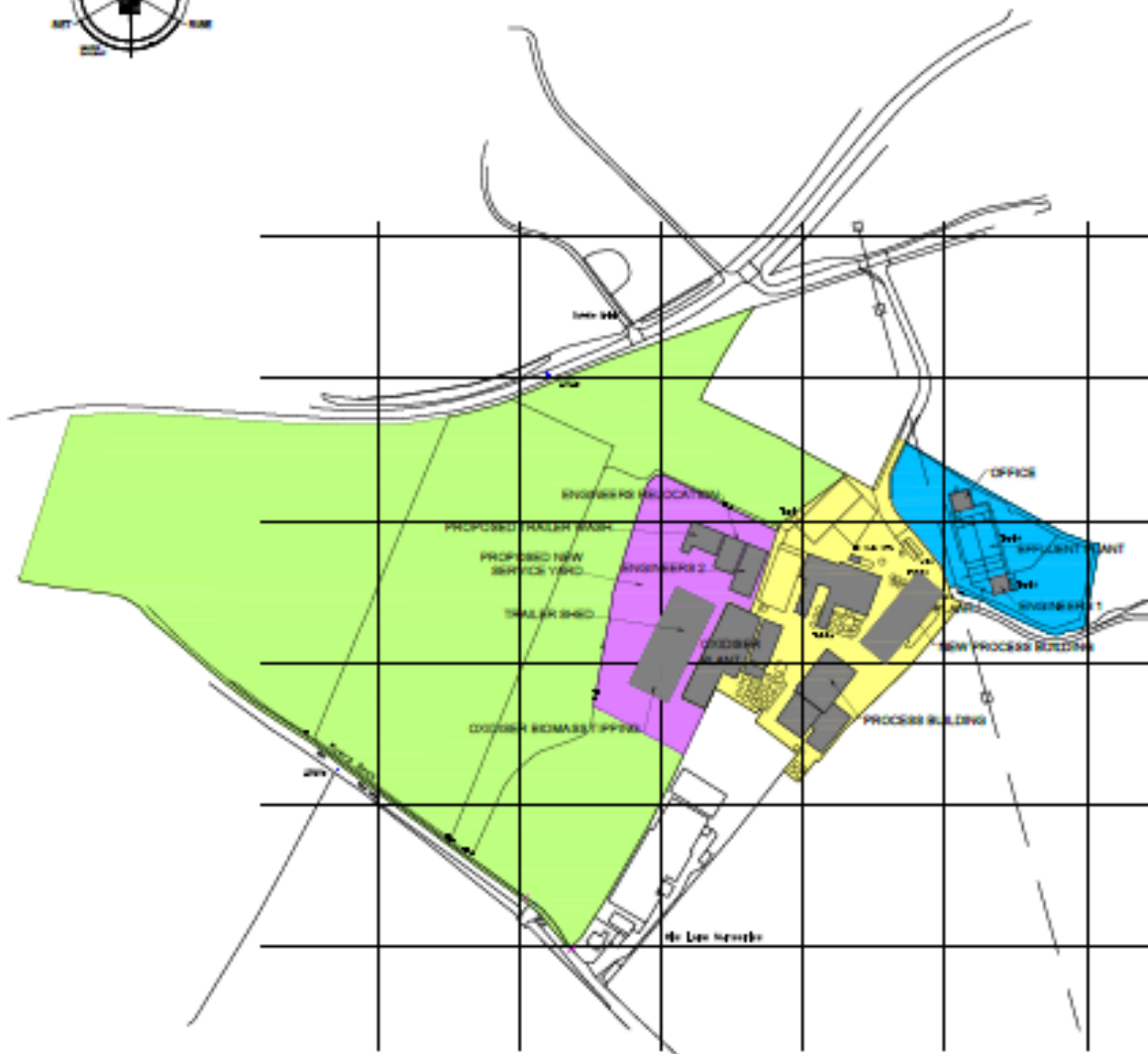
West expansion area (purple zone) – this area is being developed now and is delineated by the line of Myers Beck, which forms a natural west boundary to this zone. A temporary road into the site from Mile Lane was formed to enable construction-related vehicles and materials to access the site safely. This was recently removed and the land reinstated.

The Trailer Shed was the first new addition - a large building created so raw material trailers could be parked inside, rather than in the open air, to manage odour. Tacked on to the end of the Trailer Shed is a taller section of building – the Biomass Tipping Shed - where fuel for the neighbouring Thermal Oxidiser Plant is delivered. This zone also accommodates the site's Engineering buildings, which ensure Omega has immediate access to equipment and parts that are needed for management and maintenance of plant and machinery.

Planning permission has been granted for a Wash building to house automatic washing facilities for trucks, trailers and road tankers, ensuring they are thoroughly cleaned in between each load and deleting the need for employees to enter trailers for washing, which is a significant health and safety improvement. The wash will be constructed soon, subject to a final decision on its siting, as a couple of options are being considered.

Western periphery (green zone) – Landscaping of this zone was integral to plans approved for the neighbouring Trailer Shed building, so this part of Omega's land will be utilised for landscaping, ecology and water management, and possibly a solar energy field.

Omega Proteins, Penrith: Briefing Note for Penrith Town Council



Surface water from the roofs of new buildings and clean yard areas will be directed to a pond in the Green Zone as part of a sustainable drainage system, designed to manage water naturally before discharging to Myers Beck. The potential to provide natural treatment of other surface water using reed beds is also being examined.

Bunds for landscape planting have been formed along the edge of Mile Lane and the proposed planting scheme is with Eden DC for approval. There will be further planting along Greystoke Road and around the new water bodies to screen the industrial plant, and create improved wildlife habitat.

Omega is contemplating installation of a solar energy field in the Green Zone, to provide power for use within the plant. Solar panels have been installed on roofs within the site, so the solar field would enable the business to meet an even greater proportion of its energy needs from a sustainable source of clean, renewable energy. If pursued, a planning application would be submitted to Eden DC and Omega would be happy to share details with the Town Council prior to any submission.

Why are things changing at Omega Proteins?

Many factors are driving the need for change at the Penrith plant. Some of the key issues are:

- **Brexit will impact on established trading patterns with Europe** so Omega must be able look to a much broader range of international markets for the goods it produces at Penrith and be able to create products that meet the legislative requirements of these new markets and customers.
- **Single species product is the key to enabling international trade** so the business must have the process lines and material handling facilities to be able to guarantee 100% pure species products in order to thrive post-Brexit. For example exporting to Muslim countries requires some products to be warranted as pork-free, and others require sterilisation of export products.
- **Creating value added products** maximises finished goods sale prices at the factory gate and supports payments that can be made to raw material suppliers (the abattoirs). Installation of new technology to support advanced processes allows Omega to add more value to the raw material, such as blood dried to make meal and production of high quality low-temperature oils.
- **Improved environmental performance**, secured through measures to deliver better odour control and treatment, improved energy and water efficiency in the industrial processes, and by increasing the contribution of renewable energy to meet the power demands of the plant.
- **Job retention**, delivered by ensuring the business remains are the forefront of the animal by products industry.

Further information

Omega hopes this Briefing Note helps to explain the changes taking place at the Penrith plant. If further information is required, please contact PR Manager, Cassie Irving, cassie.iving@leogroupltd.co.uk in the first instance.