

# HAYTON PARISH COUNCIL

Parish Clerk: Gillian Kartach, 2 The Woodbines, Cumwhinton Carlisle, CA4 0AR

Tel: 01228 560555

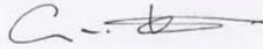
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[www.haytonparishcouncil.org.uk](http://www.haytonparishcouncil.org.uk)

Date 11 January 2017

Dear Councillor

You are summoned to attend a **COUNCIL MEETING** that will be held at **Hayton Reading Room** on **Wednesday 18 January 2017** at 7.00pm. Councillors and visitors attending are invited to sign the Attendance Register on arrival. The Public are invited to attend.



Clerk

## **132 APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence

## **133 MINUTES OF THE COUNCIL MEETING**

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held 16 November 2016.

## **134 DECLARATIONS OF INTEREST**

Members are invited to declare any personal and/or prejudicial interests relating to items on the agenda and are invited to sign the register

## **135 COUNCIL VACANCY FOR TALKIN WARD**

An application has been received from Gareth Jackson of Talkin.

**Resolution** – to approve the application

## **136 CODE OF CONDUCT**

A reminder has been sent from Carlisle City Council concerning changes in councillors circumstances. Any changes should be immediately added or deleted to the Councillors Register of Interests. Paperwork attached.

## **137 MATTERS ARISING FROM THE PREVIOUS MINUTES – these are matters to note**

- a) Stone Inn, Hayton – the business has been registered on the Community Assets Register until 2021
- b) Hayton Townhead complaints – the Dog Wardens and the Police have been informed
- c) Pensions Regulator – The staging date for the council is 1 February 2017. The Council has been registered as a Pension Authority and all required work has been completed

## **138 PUBLIC PARTICIPATION**

This a maximum 30 minute slot where the council meeting is suspended to hear the views, comment and/or complaints from the public and where the councillors can respond but no council decisions can be taken.

## **139 A69 BUS SHELTER, WARWICK BRIDGE (WESTBOUND)**

Wetheral PC has ordered the noticeboard which is being given free of charge by Colas.

Wetheral PC is asking if the council would be willing to contribute to the installation costs.

**Resolution** – to make a contribution towards installations costs/to decline making a contribution to installation costs

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### **140 TALKIN – PROPOSED INTRODUCTION OF 30MPH SPEED LIMIT**

Cumbria County Council has sent a formal consultation regarding the above for comment before 27 January 2017.

**Resolution** – to agree the proposed extent of the speed restriction coverage/to not agree with the proposal

### **141 FLATT WOODS AND FENTON LANE**

The council has received a response from NALC (attached)

**Resolution** – to take the advice of NALC

### **142 DOWNAGATE**

A letter has been received from the Chairman of DownaGate (attached)

**Resolution** – To agree to a meeting in the hope of moving matters forward

### **143 PARISH PLAN/EMERGENCY PLANNING**

For planning and action to proceed it is suggested that a Parish Plan Committee be elected

**Resolution** – to elect at least one councillor from each Ward to take the lead in the planning and production of a Parish Plan

### **144 AED INSTALLATIONS**

Green Urban has recently put on sale external cabinets powered by solar.

### **145 REVIEW OF FINANCIAL REGULATIONS**

Attached are the Financial Regulations which were revised in October 2016. There have been no further legislative amendments.

**Resolution** – To approve the Financial Regulations for the remainder and upcoming financial year

### **146 REVIEW OF AUDIT PLAN AND RISK ASSESSMENT**

Attached is the Audit Plan and Financial Risk Assessment required for approval for the upcoming Internal and External Audit of Accounts at the end of the financial year.

**Resolution** – to approve the Audit Plan and Risk Assessment

### **147 REVIEW OF ASSET REGISTER**

Attached is the current Asset Register for the parish. As the council has purchased a number of assets over the past two years the register is submitted for any discussion and approval.

**Resolution** – to approve the Asset Register as complete.

### **148 ZURICH INSURANCE POLICY RENEWAL**

Under new legislation councillors have more responsibility for ensuring the insurance policy is fit for purpose and includes all the parish's requirements. The policy documents are attached for information.

**Resolution** – to approve the policy and the renewal fees (listed of the Schedule of Payments)

### **149 POLICE MATTERS AND REPORTS**

A resident has emailed concerning an incident at Townhead, Hayton where two women walking a dog were seen acting suspiciously. The police has been informed and Neighbourhood Watch Alerts has also been informed.

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**150 PLANNING APPLICATIONS** - You may view the details on the parish council website [www.haytonparishcouncil.org.uk](http://www.haytonparishcouncil.org.uk) or by going online via the Carlisle City Council website [www.carlisle.gov.uk](http://www.carlisle.gov.uk) (where parishioners can submit their own observations directly)

**16/0963** – 64 Hurley Road, Little Corby, Carlisle CA4 8QF. Erection of Front Entrance Porch and Single Storey Side Extension to Provide Garden Room. **No comment 13.12.16**

**16/1043** – Carleton, Brier Lonning, Hayton Brampton CA8 9HN. Residential Development (Outline). **Comment – 15.12.16** – The planning statement states Hayton village has a shop and has 3 bus services. The shop closed some years ago and the property since changed status to residential use. The village has a bus service which runs twice per week for one return route otherwise passengers need to access the A69. “Before any development takes place, a plan shall be submitted for the prior approval of the Local Planning Authority reserving adjacent land for the storage of materials, parking of vehicles/construction plant engaged in construction operations and such land, including the vehicle access thereto, shall be used at all times until completion of the construction works. Pedestrians use this lane frequently and parked vehicles or plant associated with the development (during construction or post occupation) may increase risk for pedestrians. The current road width does not give clearance for 2 cars and a pedestrian, it’s any 2 of 3, but not all 3 at the same time.

**16/1047** – Land opposite Garth End, Hayton. Proposed Detached Dwelling. **Comment 15.12.16** – As the development will be prominently visible when (re) entering the village from the West and South it should represent the style and character of the village environment.

**16/1061** – Greenholme Lodge Barns, Corby Hill. Development of 8 Dwellings (Revised Application 15/0806). **No comment – 5.1.17**

**16/1080** – Land Adjacent Cedar House, Talkin, CA8 1LB. Erection of 1 Dwelling (Revised Application)

**16/1084** – L/a The Bungalow, to rear of Village Hall, Talkin, Brampton. Variation of Condition 2 (Approved Documents) to Incorporate Variation of Design of Previously Approved Planning Permission 11/0494. **No comment – 5.1.17**

**16/1086** – 8 Cairn Wood, Heads Nook, Brampton CA8 9AH. Proposed Single Storey Rear Extension to Provide Kitchen/Garden Room and New Pitched Roof over Existing Flat Roof to Garage/Kitchen. **No comment – 3.1.17**

**17/0011** – The Milleon, Hayton, Brampton CA8 9HT. Certificate of Existing Lawfulness to Establish The Milleon as a Dwelling.

**17/0013** – L/a Fenton Farm, Fenton, How Mill, Brampton CA8 9JZ. Removal of Condition 9 (Footway Link) of Previously Approved Permission 15/1174

### 151 PLANNING DECISIONS

**16/0819** – 44 Hurley Road, Little Corby, Carlisle CA4 8QF. Proposed First Floor Extension to Provide 2 Bedrooms. GRANT PERMISSION

**16/0926** – 60 Hurley Road, Little Corby, Carlisle CA4 8QF.. Erection of Single Storey Rear Sunroom. GRANT PERMISSION

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**16/0931** – 80 Hurley Road, Little Corby, Carlisle CA4 8QF. Wrap Round Single Storey Side and Rear Extension, Comprising Bathroom, Extended Kitchen, Utility Room and Sitting Room/Bedroom. GRANT PERMISSION with Conditions

## 152 FINANCE

1. Income – to receive and note the income received and banked
  - a) HM Revenue & Customs – PAYE overpayment - £408.00
  - b) Carlisle City Council – Cllr. Tinnion contribution to Hayton RR - £300.00
  - c) Hayton Allotments – Re-imburement of Water invoice - £29.57
2. Schedule of Payments – to authorise payment of the accounts listed below

Proludic	101520	Capital Items (Hayton PF)	74400.02
G Kartach (Dec)	SO	Salaries, NI & PAYE	640.25
United Utilities	101521	Allotments	15.92
Zurich Municipal	101522	Insurance	1757.92
The Cumbria Clock Co.	101523	Section 137	162.00
Tarn Road Nursery	101524	4 Xmas Trees	120.00
G Kartach	101525	Salaries, NI & PAYE	175.40
G Kartach (Jan)	SO	Salaries, NI & PAYE	640.25

3. Monthly Reconciliation – to receive and note the reconciliation and balances authorised by Cllr. Clubbs, Finance Auditor
4. Precept – the approved Precept of £16,500 has been submitted to Carlisle City Council
5. Third Quarterly Accounts – paperwork attached – to receive and note the third quarterly accounts

## 153 CORRESPONDENCE RECEIVED BY THE CLERK – these items are to note unless specified

- a) Open Spaces Society – request for funding
- b) LCR Magazine – available from the Clerk
- c) Hayton School Bicentenary – **resolution required**
- d) Carlisle City Council –
  - Village Hall Grant Scheme – information passed on
  - Free Walking for Health – uploaded on to web site
- e) CALC
  - Success Regime Letter
  - Nuclear Site Decommissioning
  - Healthcare for the Future – Final Response
  - National Grid response to consultation letter
  - Friday Round-up – emailed
  - Circular for Dec/Jan – uploaded on to web site
  - Buckingham Palace Garden Party nominations
  - Nations National Tribute to commemorate the ending of WW1
- f) Fellfoot Forward Project – update letter
- g) Cumbria CC – grant application for Gt Corby VH – response sent

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- h) Cumbria Community Foundation – newsletter – uploaded on to website
- i) Northern Gasworks – newsletter
- j) Gelt Motocross – revised dates for 2017 – uploaded on to web site
- k) Elements – Collection of writing
- l) Rural Services – Rural Opportunities Grant funding list – available from the Clerk
- m) Clerks & Councils Direct – available from the Clerk
- n) The Clerk magazine – available from the Clerk

### 154 HIGHWAYS AND FOOTPATHS ISSUES

- a) Hardbank Footpath – Ongoing – no response from CCC Public Rights of Way
- b) Manhole Cover, Little Corby Road (RL/1413273) – Area Steward to investigate
- c) Eden Grange Pavement damage by tree roots (31WEB161415761) – Assigned to a local maintenance team to programme and action
- d) How Mill Pothole (31/WEB161416737) - Assigned to a local maintenance team to programme and action
- e) Little Corby Road – street cleaning - completed

### 155 MEETINGS AND NOTICES

- a) Cumbria County Council – Public Health Fund Seminar – 10.1.17, Harraby Community Centre, 1.30 – 3pm
- b) CVS – Emergency Planning Seminar – 26.1.17, Harraby Community Centre 10am – 12.30pm

### 156 DATE OF NEXT MEETING

15 February 2017 at Corby Hill Methodist Church

Agenda items to the Clerk by Noon 6 February 2017