

HAYTON PARISH COUNCIL

Parish Clerk: Hazel Broatch Glasden Cottage Newtown Irthington Carlisle CA6 4NX

Tel: 016977 41766

Email: clerkhaytonpc@gmail.com

www.haytonparishcouncil.org.uk

12 September 2017

Dear Councillor

You are summoned to attend a **COUNCIL MEETING** that will be held at Hayton Reading Room on **Wednesday 20 September 2017** at 7.00pm. Councillors and visitors attending are invited to sign the Attendance Register on arrival. The Public are invited to attend.



Clerk

49 APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

50 MINUTES OF THE COUNCIL MEETING held on

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held 19 July 2017.

51 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

52 MATTERS ARISING FROM THE PREVIOUS MINUTES – these are matters to note

- a) Parish Clerk email address changed to – clerkhaytonpc@gmail.com
- b) Two AEDs and cabinets delivered and installation being organised.

53 VACANCIES CORBY HILL WARD

Carlisle City Council has advised that the Council can co-opt.

Resolution –whether to seek co-opted Members

54 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.

55 POLICE MATTERS AND REPORTS

The Clerk has nothing to report.

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

17/0715 Wellfield, 1 Council Houses, Faugh, Heads Nook, Brampton CA8 9EG. Part Revised Application demolition of existing outhouses, erection of single storey side and rear extensions, erection of log store to garage gable end **No Comment**

PLANNING DECISIONS –

17/0048/SNBN –land to the rear and east of Croflands, Allenwood, Heads Nook erection of 6 dwellings **1-6 Clover Meadows, Heads Nook – APPROVED**

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17/0014 TPO – 6 Croftlands, Heads Nook removal of horse chestnut tree subject to TPO 220
– **CONSENT GRANTED**

17/0605 – Jesmond Cottage, Hayton formation of new vehicular access with metal gates –
PERMITTED DEVELOPMENT/ APPROVAL NOT REQUIRED

17/0435 – Field No 7961, Land north of Town Foot Farm, Talkin the erection of five dwellings and associated works – **PERMISSION REFUSED**

17/0457 – land west of How Farm, How Lane, How Mill erection of 5 dwellings – **GRANT PERMISSION**

17/0640 – land to rear and east of Croftlands, Allenwood, Heads Nook – variation to approved permission 16/0013 – **GRANT PERMISSION**

57 CL196 HAYTON SAND PIT CA13/6 APPLICATION TO CORRECT MISTAKEN REGISTRATION

The Registration Authority (Cumbria County Council) has decided that the determining body for this application will be their Development Control and Regulation Committee. The Commons Registration Officer is minded (because of the evidence submitted by applicant) to recommend that the Application be granted. Hayton PC has been advised that they will be offered the opportunity to address the Committee should they wish to do so.

Resolution – whether to address the Development Control and Regulation Committee

58 WALNUT AND OAK TREE SURVEYS

- a) Hayton Walnut (Ancient) and Black Walnut (Semi-Mature) at Hayton Village Green and Oak (Juvenile Mature) at How Mill all found to be of “normal vitality” (health class)
- b) Issues of corrosion of soil and risk to roots were identified at Hayton Walnut
- c) Recommendations for the Hayton Walnut are to close the nearby entrance and to consider erecting a fence around the tree to stop further corrosion of soil
- d) Recommendations for all trees are to stop mowing grass under canopy or to do so less often and with a higher cut; to mulch; to consider ways to reduce fire risks; and to inspect trees every 2.5 years and after extreme tree altering weather events.

Resolution – whether to accept all or some of the above recommendations

59 SIGN FOR ENTRANCE TO WALNUT FIELD

To note that wording and artwork still to be finalised.

60 NOTICEBOARD CORBY HILL

To note that Wetheral Parish Council are making an additional key available.

61 TALKIN VILLAGE HALL CONSTITUTION

Verbal report from Councillor Jackson

62 COMMUNITY GRANT APPLICATION- MUSIC ON THE MARR/GELTSDALE ARTS

To note that grant was approved.

63 CONTRACT OF EMPLOYMENT/CLERK AND RESPONSIBLE FINANCIAL OFFICER

The Contract of Employment is the NALC Contract of Employment and it includes the main terms and conditions of employment for the Clerk and Responsible Financial Officer who started in post on 1 September 2017 - to authorise that Cllr Tinnion, Chairman signs the Contract of Employment.

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64 CLERK TRAINING

To authorise that the new Clerk attends CALC Induction Course (cost £55.00) and registers with the Society of Local Councils Clerks (cost £250.00).

65 FINANCE

1. Income – to receive and note the income received and banked £1,434.64
2. Schedule of Payments – to authorise payment of the accounts listed below

Green Urban	External Cabinets	954.00
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Countrywide Grounds Maintenance	Grass Contract	376.99
Physio Control	AEDs	1560.00
Treespaces Consultancy	Tree Surveys	327.48
CALC	Common Land and Village Greens Course	150.00
G Kartach	Salary/NI/PAYE	646.66
Countrywide Grounds Maintenance	Grass Contract	376.99
H Broatch	Salary	472.78
HMRC	NI/PAYE	118.00
Hayton Reading Room	Room Rental	30.00
BDO	External Audit	480.00

3. Monthly Reconciliation – to receive and note the reconciliation and balances authorised by Cllr. Clubbs, Finance Auditor
4. Bank Mandate – to authorize the new Clerk is added as an authorised person; to remove the previous Clerk so she no longer acts as an authorised person; and to change the address/contact details
5. Council External Audit – the report states that the annual return is in accordance with proper practices except there is a breach which has been noted and relates to treatment of gifted asset additions.

Resolution - whether to approve and accept the Annual Return including the Certificate

6. Precept 2018/19 – all Members are asked to look at their wards to see what work need to be done in 2018/19 and to let the Clerk know by NOON 4 October 2017. The Clerk will report on Precept 2018/19 at Council Meeting 18 October 2017

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

CALC – LDNPA Business Plan

CALC – Cumbria Design Guide

Cumbria Community Foundation – newsletter

Rural Services – newsletters

CALC – Low Carbon Britain Seminar

CALC – Reform of Data Protection

CALC – Cumbria Minerals & Waste Plan (also received from Cumbria County Council)

CALC – Police Survey

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Neighbourhood Watch – newsletters, AGM notification and Salterbeck work

Westminster Briefing

Sainsbury's – Individual in Crisis Scheme

CALC – Lottery Fund Awards for All – amended application

Police Alert – theft of tractor – How Mill

Police Alert – bogus doorstep calls

CCC – grant funded camps

CALC – CVS Funding Fair

Carlisle City Council – Keep Carlisle Clean Campaign – leaflets and posters available

67 HIGHWAYS AND FOOTPATHS ISSUES

June 2017	Road from Hayton to Hayton Townhead	Overgrown trees	W171432789 W171439458	Complete – July 2017. Response Aug 2017 no action taken – Private landowner – Hotline contacted again
June 2017	Road near church, Talkin	Standing water following heavy rain as there are no drains	W171438915	No problem found – August 2017
July 2017	Road leading to Hayton Townhead outside Hayton RR	Pothole surrounding the sewer manhole cover	W171441038	Complete – Aug 2017
July 2017	Road from Talkin village to Tarn near Golf Club	Signs indicating road closed	W171443080	Fault assessed – awaiting update
July 2017	Coach House crossroads, Allenwood	Roadside verges need attention, private car park used as turning point, speed of traffic	W171443082	Fault assessed- awaiting update
July 2017	Haywain Hill, Little Corby	Road markings not repainted following work	W171443084	Fault assessed – awaiting update
August 2017	A69 to Low Gelt	Small tree blocking part of road	W171445032	Complete – August 2017

Road Safety Concerns

Cllr Billington will report on road safety concerns on the lane between Hayton Reading Room and Hayton Townhead.

68 DATE OF NEXT MEETING

Wednesday 18 October 2017 at 7pm in Corby Hill Methodist Church

Agenda items to be submitted to the Clerk by NOON 9 October 2017