

## **Minutes of the Meeting held 19 July 2017 at 7pm in Heads Nook Village Hall, Heads Nook**

**PRESENT:** Cllrs. R Tinnion, Chairman, G Clubbs, H Cain, J Carruthers, J Blaylock, C Bowman, D Billington @ 7.03pm and G Jackson @ 7.06pm

**ALSO PRESENT:** County Councillor W Graham and City Councillor D Parsons @ 7.19pm

### **30 APOLOGIES FOR ABSENCE**

Cllrs. R Watson (working) and J Clarke (working).

### **31 MINUTES OF THE COUNCIL MEETING**

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held 21 June 2017 held in Talkin Village Hall.

**Resolved** – that the Chairman sign the minutes as a correct record.

### **32 DECLARATIONS OF INTEREST**

Councillor C Bowman declared a prejudicial interest in Agenda Item 42 as he is a member of the City Council Planning Committee.

Councillor R Tinnion declared the following interests:

A prejudicial interest in Agenda Item 42 as he is a member of the City Council Planning Committee. Cllr. Tinnion will vacate the chair and leave the room when this item is discussed.

Councillor Tinnion declares a personal and prejudicial interest being a member of the City Council Regulatory and Licensing Committee. He is also a member of the Hayton Reading Room Committee and the Hayton Playing Field Committee.

### **33 INTRODUCTION OF THE NEW CLERK AND RESPONSIBLE FINANCIAL OFFICER**

The new Clerk and Responsible Financial Officer is Hazel Broach who was introduced to the council. She will take over the role from 1 September 2017.

### **34 NEW EMAIL ADDRESS**

**PLEASE NOTE:** From 1 September 2017 there will be a new email for the parish council [clerkhaytonpc@outlook.com](mailto:clerkhaytonpc@outlook.com). The members will be sent a reminder and the Clerk will inform all the council contacts and update the website.

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

- a) AED's and cabinets for Faugh and Fenton – Ordered – there is a five weeks lead-in time. The council was informed that the How Mill AED has never been set up despite the Clerk being informed that the AED was ready for use and has been advertised on the website and logged with the Northwest Ambulance Service. The AED has now been given to a resident in Fenton. An AED has been ordered for Fenton but the council is considering to relocate to Hayton Townhead. Cllr. Bowman requested a new 'carer' be sought with immediate effect to check the AED in Corby Hill as he is moving away from the area.
- b) Tree Survey – No response from contractors as yet
- c) CCC – Walnut Field entrance – this has been passed to the officer now responsible for these matters. It was agreed to withdraw the pc request and purchase a sign instead.

**Public participation began at 7.16pm**

### **36 PUBLIC PARTICIPATION**

Clay Hurley woods seats – the Chairman was given delegated powers to make a decision whether to purchase new seats or repair the current seats when prices have been obtained. Cllr. Graham stated that if new seats were purchased he would pay to have the current seats repaired and relocated into Corby Hill.

Cllr. Graham stated he had received complaints from Corby Hill residents that the parish council did not appear to represent their interests or spend any of the precept in the area. He suggested that Little Corby, Corby Hill and Warwick Bridge should break away and set up their own parish. It was pointed out that there are now three parish council vacancies in the Corby Hill Ward and that residents would submit their nominations they could be involved in how the budget was spent.

**Public Participation closed at 7.21pm**

### **37 ELECTORAL BOUNDARIES**

a) The official proposal, which was consulted upon several months ago is that Hayton parish together with other parishes be transferred into Carlisle constituency

b) A Pre-consultation committee has been set up by Carlisle City Council to decide on the options to be included in the official consultation document on the District's Ward boundaries. Hayton PC can if they so wish submit ideas for changes which may or may not be included in the consultation document which will be issued around October 2017. Parish council boundaries will not be included in the consultation. At the District Ward boundary meeting the City council were held to account by a number of parishes stating their parish elector numbers were incorrect.

**Resolved** – to make no comment to either topic and await the official consultation, where close attention will be given to the number of electors the city council indicates are in the parish.

### **38 COMMUNITY LED PLAN**

**Resolved** – That this item be the first project for the new Clerk who has had previous experience of the topic.

### **39 NEW COUNCILLOR PACKS**

The councillors present at the meeting were issued with the packs. Missing are the parish ward boundary maps and the Good Councillors Guide. The Clerk will send the Guide electronically following the meeting and the maps will be issued in September. The packs will need to be returned to the Clerk either when a councillor resigns or before elections.

### **40 REVISED STANDING ORDERS**

Issued with the councillor packs

### **41 POLICE MATTERS AND REPORTS**

Nothing was reported before or during the meeting.

**Cllr. Tinnion left the room at 7.34pm and Cllr Clubbs took the chair for the next item**

### **42 PLANNING APPLICATIONS**

**17/0014/TPO** – 6 Croftlands, Heads Nook, Brampton. Removal of a Horse Chestnut Tree Subject to TPO 220. **Comment: This horse chestnut tree is badly in need of maintenance and the adjacent lime tree which is only 3metres from it will certainly prosper with its removal.**

**17/0048/SNBN** – Lands to the rear and east of Croftlands, Allenwood, Heads Nook. Erection of 6 Dwellings. **1-6 Clover Meadows, Heads Nook. No comment**

**17/0435** – Field No. 7961, Land North of Town Foot Farm, Talkin, Brampton CA8 1LE. The Erection of Five Dwellings and Associated Works Including the Erection of a Dry Stone Boundary Wall and Construction of a Pavement – Revised Plans. **Objection –**

- a) **The proposed development still remains outside of the village boundaries shown in the Local Plan and therefore is not in accordance with the said document.**
- b) **Although we understand the Highways Authority have not commented as yet the parish council there should be at least two passing places created to aid driver visibility. The parish council understands there has been a traffic survey carried out indicating 150 vehicle movements in each direction over seven days. If this development is approved there could be approximately 50/60 extra vehicle movements over the same period and Talkin has particularly narrow and winding access roads.**
- c) **The parish council requests consideration be given, should the application be approved, for provision within the working area for delivery and construction traffic. Also deliveries should be made outside of commuter hours to enable the smooth flow of traffic on the very narrow roads.**
- d) **The developer's agent attended a parish council meeting and we are pleased that the developer has taken into account the concerns raised when revising the plans**

**17/0457** – Land West of How Farm, How Lane, How Mill, Brampton CA8 9JY. Erection of 5 Dwellings – Revised Plans – the parish council planning committee to comment on this application after the meeting

**17/0592** – Land Adjacent to Olcote, Heads Nook, Brampton CA8 9AE. Variation of Condition 2 (Approved Documents) for Dwelling to be Rotated to Fit on the Site Better and Amendments to Elevations. **Comment:**

- a) **The foundations and several courses of brickwork are already constructed indicating the developer is sure the revised plans will be approved**
- b) **It has been brought to the attention of the parish council that the builder has piped the watercourse without permission**

**17/0605** – Jesmond Cottage, Hayton Brampton CA8 9HR. Formation of New Vehicular Access with Metal Gates. **Objection**

- a) **The location of the gates are too close to the road junction**
- b) **There is no turning area within the curtilage indicating that vehicles may be reversing into the road**

**17/0640** – Lands to rear and east of Croftlands, Allenwood, Heads Nook, Brampton CA8 9AF. Variation of Condition 2 (Approved Documents) of Previously Approved Permission 16/0013 for Amendments to Window and External Door Design; Changes to Perimeter Fences. **No comment**

**Cllr Tinnion resumed the chair at 8.05pm**

#### **43 PLANNING DECISIONS**

**17/0439** – The Old Store, Hayton, Brampton CA8 9HR. Proposed Single Storey Extension Providing Sun Room and Utility with Open Porch to Front Elevation. **GRANT PERMISSION**

**44 FINANCE**

1. Income – to receive and note the income received and banked  
Hayton Allotments – Re-imburement of Water invoices - £29.66  
Hayton Reading Room – Re-imburement for roof repairs - £700.00
2. Schedule of Payments  
**Resolved** – The cheques signatories to sign the cheques and Schedule of Payment as a correct record  
**Vouchers No. 017 - 021 amounting £2026.71**

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	AMOUNT £
		Talkin Village Hall	101546	Room Rental	30.00
		Heads Nook Village Hall	101547	Room Rental	30.00
017	24.6.17	Waterplus	101548	Allotments Water	24.10
018	30.6.17	G Kartach	101549	Stationary (Stamps)	23.40
019	1.7.17	Countrywide Grounds Maintenance	101550	Grass Contract	376.99
020	10.7.17	G Kartach	101549	Stationary/Printing	55.56
021	28.7.17	G Kartach	SO	Salary/NI/PAYE	646.66
022	30.6.17	Skyline Services	101551	Hayton Reading Room	840.00

3. Monthly Reconciliation – to receive and note the reconciliation and balances authorised by Cllr. Clubbs, Finance Auditor  
**Resolved** – Cllr. Clubbs signed the documents as a correct record
4. Quarterly Accounts – First Quarter – The papers were issued with the agenda. A question was raised regarding the grass contractor  
**Resolved** – the papers were approved as a correct record and will be published on the website
5. Assets Register – The External Auditor is to make a comment on the End of Year Audit regarding the Asset Register. The Register has been amended to comply with financial regulations and audit guidelines. The updated version has been uploaded on to the website

**45 CORRESPONDENCE RECEIVED BY THE CLERK**

- a) CALC Training – emailed
- b) Road Link – Annual Report
- c) Cumbria Community Foundation newsletter
- d) Cumbria County Council – Armed Forces Co-ordinator job vacancy
- e) CVS – call for volunteers
- f) Carlisle Foodie Fest – uploaded on to website
- g) Connecting Cumbria – newsletter
- h) Carlisle City Council – Keep Carlisle Clean
- i) ACT Gazette – uploaded on to website
- j) NHS Summer Health Campaign – available from the Clerk
- k) Clerks & Councils Direct magazine – available from the Clerk

l) SLCC magazine – available from the Clerk

#### 46 HIGHWAYS AND FOOTPATHS ISSUES

September 2016	Little Corby Road/A69	Broken drain cover in road	RL/1413273	Assessed – awaiting update
November 2016	How Mill to Victoria Inn	Large pothole	31/WEB161416737	Partial Repair – further work later Completed – July 2017
February 2017	U1200 - Greystone	Large Pothole	31/1431513	Partial Repair – further work later Completed – July 2017
February 2017	Highway waste by noticeboard, Hayton Townhead	Grass verge not re-instated properly following gas works	31/1431525	Complete – July 2017
June 2017	Road from Hayton to Hayton Townhead	Overgrown trees	W171432789	Complete – July 2017
July 2017	Road leading to Hayton Townhead outside Hayton RR	Pothole surrounding the sewer manhole cover	W171441038	Assessed – awaiting a response

The highlighted item has not been completed. The Clerk to ring the Highways Hotline to speak to someone rather than submitting another electronic report.

#### Items brought to attention at meeting

- a) There are “Restricted Access” notices located on the road past the Golf Club. Where they are situated it appears the road is closed. Cllr. Jackson to forward photos to the Clerk to submit to Better Highways
- b) The crossroads at Heads Nook is experiencing a speeding problem on the straight downhill from Heads Nook. Also a private car park is being used by vehicles as a turning access at the east of the crossroads due to the narrow carriageway and the destruction of the grass verges
- c) The priority ‘give way’ road markings are still missing from the top of the Haywain Hill.
- d) The ‘kissing’ gate on the public footpath at the end of the Playing Field (Church view side) is broken
- e) All the public footpaths in How Mill require cutting back as they are now virtually impassable

All the above will be reported to Better Highways

**47 MEETINGS AND NOTICES**

Common Land Seminar – 18 July 2017 – Cllr Clubbs gave a verbal report. The seminar was very intense and lasted six hours but there was a number of points made which may prove beneficial in the future should any issues occur. Cllr Tinnion gave his papers to be used as an office copy.

**48 COUNCILLOR RESIGNATION**

Councillor Bowman tendered his resignation with immediate effect as he is moving away from the parish.

Carlisle City Council to be informed and vacancy notices erected.

**49 DATE OF NEXT MEETING**

Wednesday 20 September 2017 at 7pm in Hayton Reading Room

Agenda items to be submitted to the Clerk by NOON 11 September 2017 (to the new email address)

The meeting closed at 8.30pm