

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

10 January 2018

Dear Councillor

You are summoned to attend a **COUNCIL MEETING** that will be held at Hayton Reading Room on **Wednesday 17 January 2018** at 7.00pm. Councillors and visitors attending are invited to sign the Attendance Register on arrival. The Public are invited to attend.



Clerk

101 DECLARATION OF ACCEPTANCE OF OFFICE

Following co-option Cllr N. Dunkeld to sign the Declaration of Acceptance of Office and be welcomed to the Council

102 APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

103 MINUTES OF THE COUNCIL MEETING held on 15 November 2017

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 15 November 2017.

104 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

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

- (1) Invitations to Tender for the grass cutting contract were issued (by the Clerk in consultation with Cllr G Clubbs) to six grounds maintenance contractors on Monday 8 January 2017; deadline for return of tenders is 9 February 2018; and the decision on award of contract will be made at the Parish Council meeting 21 February 2018 enabling the new Contract to start on 1 April 2018.
- (2) Talkin Village Hall Constitution completed and signed by both the Parish Council and the Village Hall Committee.
- (3) The Countryside Access Team, Cumbria County Council has arranged for new kissing gates (Byegill Footpath) to be supplied to the landowner for him to install. They advise that the gates should be with him now.
- (4) AEDs have been installed at Faugh and at Fenton and are registered with North West Ambulance Service. The Clerk is now in the process of organising two training sessions with Headstart (Heads Nook and Faugh).

106 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.

COUNTY COUNCILLOR AND DISTRICT COUNCILLOR'S REPORTS

To receive for information items relevant to the Parish. (Items raised for decision will appear on the agenda for the next meeting)

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107 POLICE MATTERS AND REPORTS – no reports

108 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)

Resolution – to note the observations submitted to the Planning Authority

17/0890	The School House, Talkin CA8 1LT	1 st Floor Rear Extension to Provide 1No Bedroom, Construction of Shed and Dog Kennels and Altered Ground Levels to Parking Area and Yard(Revised Application)	No observations
17/0974	Land at The How Farm, How, Brampton CA8 9JY	Variation of Condition 2 (Approved Documents) of Previously Approved Permission 17/0457 to Alter Design of Dwellings	No observations
17/1053	L/A Charnwood, Allenwood, Heads Nook CA8 9AE	Erection of 1No Bungalow	No observations
17/1054	Highriggs, Faugh CA8 9EA	Single Storey Extension to provide 2No En-suite Bedrooms	No observations
17/1089	Byegill Farm, Corby Hill CA4 8QB	Construction of Silage Clamp	No observations

109 PLANNING DECISIONS – To note the decisions made by the Planning Authority

17/0324	Barn at Stonehouse Farm, Hayton, Brampton CA8 9JE	Demolition of Barn; Erection of 2 Dwellings	Grant Permission Subject to Legal Agreement and with conditions
17/0894	Pennine View, Cairn Crescent, Corby Hill CA4 8QH	Variation of Condition 2 (Approved Documents) of Previously Approved Application 17/0790 for Erection of Two Storey Extension	Grant Permission
17/0899	17 Hurley Road, Little Corby, CA4 8QY	Erection of Single Storey Extension To Provide Shower Room, Snug and Additional Dining Area	Grant Permission

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17/0901	Land to the rear and east of Croftlands, Allenwood, Head Nook CA8 9AF	Alteration to Plot 6 to include conservatory	Grant Permission
17/1042	Fellgate Cottage, Forest Head CA8 1LX	Single Storey Extension to Front Elevation	Grant Permission with Conditions

110 HAYTON READING ROOM CONSTITUTION – report by Cllr D. Billington.

Resolution – whether to support the proposal that the Hayton Reading Room Constitution be changed and forwarded to Charity Commission for their action/views.

111 FINANCE

1. **Income – to note** the income received and banked (£10.82 Allotment Association)
2. **Monthly Reconciliations for November and December 2017 – to receive and note** the reconciliation and balances authorised by Cllr. Clubbs, Finance Auditor
3. **Third Quarterly Accounts** (1 April – 31 December 2017) – report attached
Resolution – whether to approve (1) the Third Quarterly Accounts and (2) their publication on the website
4. **Schedule of Payments – to authorise** payment of the accounts listed below

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	AMOUNT £
47	2/11/17	Open Spaces Society	101577	Subscription Renewal	45.00
48	7/11/17	H Broatch	101578	Postage Stamps	19.56
49	8/11/17	Countrywide Grounds Maintenance Ltd	101579	Supply Mulch/Walnut Tree	120.00
50	23/11/17	Cumbria Association of Local Councils	101580	Clerk Induction Course	65.00
51	30/11/17	Countrywide Grounds Maintenance Ltd	101581	Drilling Benches to Ground	150.00
52	10/12/17	R & M Lowther	101582	Tree Works How Mill Oak	120.00
53	20/12/17	Water Plus Limited	101583	Allotment Water	9.36
54	31/12/17	Tarn Road Nurseries	101584	Supply and Delivery of Christmas Trees	360.00
55	17/1/18	Hayton Reading Room	101585	Venue Hire – Planning Training 29/11/17 and PC Meeting 17/1/18	60.00
56	17/1/18	H Broatch	101586	Salary	472.78
57	17/1/18	HMRC	101587	PAYE	118.00
58	30/1/18	Zurich Municipal	101588	Insurance Renewal	1,858.09
TOTAL					3,397.79

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5. **Insurance Renewal – to note** that the insurance renewal covers the period 31/01/18 – 30/01/19 and continues the long term agreement with Zurich Municipal.
6. **External Auditor – to note** the new External Auditor is PKF Littlejohn LLP. The Clerk is joining a Webinar session on 23 January 2018 to learn more about the new arrangements. She will then circulate the link and any notes to all Members. The implications of any changes will be reported to the next meeting for information and/or agreement.
7. **NALC – to note** that National Employers made an offer to unions on 12 December 2017 that proposed 2% pay increase from 1 April 2018 and 2% from 1 April 2019. A new national pay spine is also proposed from 1 April 2019.
8. **NALC Transparency Grant** – grants available for equipment to support delivery of transparency requirements. The Parish Council does not own a scanner/printer and this would make it eligible to submit an application and to get a contribution for associated staff costs (e.g. uploading documents etc onto the website).
Resolution whether to submit an application for a grant of £160.59 to fund the total cost of a printer/scanner and associated staff costs.
9. **CLERK – to note** that the Clerk has been appointed as Clerk for St Cuthbert Without Parish Council.
Resolution – whether to agree that the Clerk negotiate with St Cuthbert Without Parish Council that where shared expenses are incurred that they be shared on a 50/50 basis and report back to the meeting on 21 February 2018.
10. **Precept 2018/19** – The attached report gives the estimated out-turn for 2017/18; the proposed Budget for 2018/19; and the implications for the Precept in 2018/19.
Resolution – whether to approve the proposed budget; the proposal that the Precept is to be maintained at the same level as it was in 2017/18; and authorise that the Chairman sign the notification to Carlisle City Council which is due by 18 January 2018.

112 COMMUNITY GRANTS –to note that Cumbria County Council has advised that grants are available (<http://www.cumbria.gov.uk/yourcommunitysupport/communitygrant.asp>) but that applications need to be received by 31 January 2018. The grants are for projects that fit into the categories of general provision; 0-19 years; public health; and waste prevention.

Resolution – whether to submit an application or not and if so, what the application would be for and to authorise the Clerk to complete in consultation with Chairman, Vice Chairman and other Members as appropriate) by deadline of 31 January 2018.

113 PROPOSALS FOR PREPARING PARISH PLAN – the Clerk would like to bring a report on proposals for preparing a Parish Plan to the next meeting.

Resolution – whether the Clerk should consult with all Members or with the Policy Committee on her proposals for preparing the Parish Plan before reporting to the Parish Council meeting on 21 February 2018.

114 CORRESPONDENCE RECEIVED BY THE CLERK – these items are to note unless specified for resolution

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Cumbria Dyslexia Association – request for funding support attached

Resolution – whether to contribute funding.

Cumbria's Police and Crime Commissioner's Survey – Peter McCall has sent a letter to all Parish Councils consulting on his proposal to boost the number of police officers visible and present in local communities by increasing the Police Council Tax in 2018. He states that for a Band D property this would mean increasing Police Council Tax by nearly £12 for the year. Deadline for online response to his survey (www.smartsurvey.co.uk/s/pccsurvey) is 19 January 2018.

Resolution – whether to support the proposal by Cumbria's Police and Crime Commissioner to increase Police Council Tax.

CALC has been given 4 places for Buckingham Palace Garden Party 31 May 2018 in recognition of past service by retired Parish Council Chairmen. They are seeking nominations. If more than four nominations are received the places will be allocated by putting nominations in a hat and pulling out four names.

Resolution – whether to submit a nomination to CALC.

CALC – Friday Round Ups

East Cumbria Family Support campaign for recruiting volunteers

Caldbeck Parish Council's petition for support to develop footpath

NCCCCG promotion of new app for Child Health Advice (0-5years)

Highways England consultation on Strategic Road Network Initial Report on priorities for 2020-25

Walking for Health – programme of activities in rural areas for summer 2018

Rural Service Network – weekly newsletters

Royal British Legion - survey of those in or associated with the Armed Forces

East Cumbria Motocross Club – dates for 2018 have been supplied

115 BEAUMONT PARISH COUNCIL – the Chair of Beaumont Parish Council has written to all Parish Councils in Carlisle – attached.

Resolution – whether to enter into discussions with Beaumont Parish Council about this proposal to collaborate on a project to secure grant funding and/or County Council support for summer activities for children in all rural Parishes in 2019.

116 HIGHWAYS AND FOOTPATHS ISSUES – these items are to note

October 2016	Eden Grange	Tree roots lifting pavement	31/WEB161415761	No problem found – April 2017 Dec 17 advised that it will be monitored and resolved as part of future planned maintenance
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July 2017	Coach House crossroads, Allenwood	Roadside verges need attention, private car park used as turning point, speed of traffic	W171443082	Assessed – doesn't require attention at this time – Dec 2017
July 2017	Haywain Hill, Little Corby	Road markings not repainted following work	W171443084	Assessed will be monitored and resolved as part of future planned maintenance Dec 17
September 2017	Cairnwood, Heads Nook	Road markings need renewal	W171448439	Assessed Awaiting update
October 2017	Haywain Hill Little Corby	Road markings not repainted following work Reported in July and still not done- W171443084	W171452190	Assessed awaiting update
November 2017	Parish Wide	Gulley cleaning Schedule – letter asking for information about frequencies across the parish	W172930042	Chairman meeting with Highways Authority 4/1/18

To note – temporary road closure from 8 January 2018 for 2 weeks - C1026 Heads Nook from its junction with U1192 extending in south easterly direction for approximately 2km - for re-surfacing work.

To note -the Clerk reported concerns raised by Cllr H. Cain about fly tipping at Edmond Castle Lay-by to Carlisle City Council for action.

117 DATE OF NEXT MEETING

Wednesday 21 February 2018 at 7pm in Warwick Bridge & Corby Hill Methodist Church
Agenda Items to be submitted to the Clerk by 12NOON on Monday 12 February 2018