

HAYTON PARISH COUNCIL

Minutes of the meeting held 17 January 2018 at 7pm in Hayton Reading Room

PRESENT: Cllrs R. Tinnion, Chairman, G.Clubbs, J. Blaylock, D.Billington, J. Clarke, H. Cain, G.Jackson and N. Dunkeld at 7.01pm

ALSO PRESENT: The Clerk H. Broatch and County Councillor W. Graham

101 DECLARATION OF ACCEPTANCE OF OFFICE

Following co-option Cllr N. Dunkeld signed the Declaration of Acceptance of Office witnessed by the Council and the Clerk.

102 APOLOGIES FOR ABSENCE

RESOLVED that apologies received from Cllr J. Carruthers and Cllr R Watson be received and the reasons noted. Apologies from City Councillor D. Parson were noted.

103 MINUTES OF THE COUNCIL MEETING held on 15 November 2017

RESOLVED that the minutes of the meeting held on 15 November 2017 (pages 197-200) be confirmed as a true record and signed by the Chairman.

104 DECLARATIONS OF INTEREST

RESOLVED that the following be noted:

Councillor R. Tinnion declared the following interests:

A prejudicial interest in Agenda Item 108 as he is a Member of the City Council Planning Committee.

Cllr. R. Tinnion declared 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 Hayton Playing Field Committee.

Councillor D. Billington declared a personal and prejudicial interest being a Member of the Hayton Reading Room Committee and Hayton Playing Field Committee.

105 MATTERS ARISING FROM THE PREVIOUS MINUTES – NOTED

- (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 – no members of the public in attendance

COUNTY COUNCILLOR AND DISTRICT COUNCILLOR'S REPORTS – NOTED – report from County Councillor W. Graham that the road markings at Haywain Hill had been done and that a notice had been served by the County Council on the landowners about the overhanging branches on the road from Townhead to Hayton. City Councillor R. Tinnion reported that the City Council were in process of preparing budget proposals for 2018/19.

107 POLICE MATTERS AND REPORTS – no reports

Cllr R Tinnion left the room at 7.12pm and Cllr G Clubbs took the Chair for the next item.

108 PLANNING APPLICATIONS –

RESOLVED to submit no observations to the Planning Authority on the Planning Application **18/0045 Land to Rear of How Farm Barns The How, CA8 9SY Erection of 1 Dwelling (outline)**

Cllr R Tinnion resumed the Chair at 7.14pm

RESOLVED – 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 –NOTED 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
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
17/0814	Land North of Town Foot Farm, Talkin, CA8 1LE		Grant Permission with Conditions

110 HAYTON READING ROOM CONSTITUTION – Cllr D Billington gave a report outlining the discussions and thinking about the benefits of up-dating the Reading Room Constitution which was currently based on a 1925 model which was felt to be in need of modernisation. **RESOLVED** to agree that the Hayton Reading Room Committee approach the Charity Commission for guidance and technical advice about a new and up-to-date Constitution and to be kept informed of progress by Cllr D Billington as appropriate.

111 FINANCE

- Income** – **NOTED** the income received and banked (£10.82 Allotment Association)
- Monthly Reconciliations for November and December 2017** – **RECEIVED AND NOTED** the reconciliation and balances authorised by Cllr. Clubbs, Finance Auditor
- Third Quarterly Accounts** (1 April – 31 December 2017) – the Clerk reported that the 2017/18 budget was anticipated to bring in a surplus. Some budget lines were overspent and others underspend but these balanced each other out. **RESOLVED** to approve (1) the Third Quarterly Accounts and (2) their publication on the website

4. **Schedule of Payments - AUTHORISED** 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
59	12/1/18	CALC	101589	VAT Training	50.00
TOTAL					3,447.79

5. **Insurance Renewal – NOTED** 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 – NOTED** the new External Auditor is PKF Littlejohn LLP.
7. **NALC – NOTED** 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).
RESOLVED 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 – NOTED** that the Clerk has been appointed as Clerk for St Cuthbert Without Parish Council.

RESOLVED 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 Clerk presented a report which gave the estimated out-turn for 2017/18; the proposed Budget for 2018/19; and the implications for the Precept in 2018/19.

RESOLVED to approve the proposed budget 2018/19; the proposal that the Precept 2018/19 be maintained at the same level as it was in 2017/18; and to authorise that the Chairman to sign the notification for Carlisle City Council to action.

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.

RESOLVED that Cllrs Clubbs and Billington draw the availability of grants to the attention of Heads Nook Village Hall and Hayton Reading Room respectively and that the Clerk in consultation with Cllr G Jackson look into what needs if any there were at Talkin Village Hall.

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.

RESOLVED the Clerk should consult with all Members on the proposals for preparing the Parish Plan before reporting to the Parish Council meeting on 21 February 2018.

114 CORRESPONDENCE RECEIVED BY THE CLERK

Cumbria Dyslexia Association – request for funding support

RESOLVED to send them grant application form and criteria.

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.

RESOLVED to not support the proposal by Cumbria's Police and Crime Commissioner to increase Police Council Tax because of the Council's disappointment over the Police and Crime Commissioner's failure to deliver on his manifesto promise of improved community policing.

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.

RESOLVED to submit Cllr R. Tinnion as a nomination to CALC.

OTHER CORRESPONDENCE RECEIVED BY THE CLERK NOTED

115 BEAUMONT PARISH COUNCIL

RESOLVED to enter into discussions with Beaumont Parish Council about their proposal for the rural Parishes 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.

166 HIGHWAYS AND FOOTPATHS ISSUES

NOTED the status of the highways and footpaths issues reported to the Highways Authority as detailed in the schedule.

NOTED concerns raised by Cllr H Cain about Edmond Castle Lay-By. Report to be brought to meeting on 21 February 2018.

NOTED that Cllr R Tinnion had met the County Council's Highways Officer on site and shown him the problems with the gulleys. The Officer had advised that it had been two years since they had been emptied because resources had been diverted to Carlisle. Cllr R Tinnion advised him that the Parish had also been affected by flooding in 2016. The Highways Officer said that gulleys would be emptied soon and then would be annually programmed to be done in February.

NOTED that mud on the roads from agricultural vehicles was creating seriously dangerous driving conditions. The Clerk to notify the Highways Authority.

NOTED that Councillors were being advised of a number of potholes and were reporting them to the Highway Authority. The Clerk was asked to provide the link to all Councillors.

NOTED that kissing gate on Byegill Path which comes out onto A69 needs to be examined by Cumbria County Council Access Team. The kissing gates on the footpath that goes from Hayton Churchyard through playing field also need examination. Clerk to notify.

117 DATE OF NEXT MEETING

Date for next scheduled meeting is confirmed as:

Wednesday 21 February 2018 at 7pm in Corby Hill Methodist Church Hall

Agenda Items to be submitted to the Clerk by 12NOON on Monday 12 February 2018

Meeting closed at 8.46pm