

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

13 June 2018

Dear Councillor

You are summoned to attend the **PARISH COUNCIL MEETING** that will be held at Talkin Village Hall on **Wednesday 20 June 2018** at 7.00pm. Councillors and visitors attending are invited to sign the Attendance Register on arrival. The Public are invited to attend.



Clerk

29 APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

30 MINUTES OF THE COUNCIL MEETING

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held 16 May 2018

31 DECLARATIONS OF INTEREST

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

b) Members are asked to note that Carlisle City Council have emailed the Clerk regarding any changes that may be required to Register of Interests. They have asked her to remind Members that this must be done within 28 days of the changed circumstances. Failure to register correct interests could, in a worst case scenario result in prosecution.

32 CO-OPTIONS FOR CORBY HILL WARD

To note the Clerk has not received any correspondence.

33 GOVERNANCE AND ACCOUNTABILITY

To note the attached report from the Clerk and **to resolve** whether to update the requirements for the Planning Committee or to devolve responsibility to the Clerk in consultation with a Planning Advisory Group.

34 CLERK'S REPORT – to note the following:

1. AED – training sessions arranged and advertised for 25 June 2018 at Corby Hill Methodist Church and for 9 July 2018 at Hayton Reading Room. How Mill AED will be installed by end of June.
2. Cllrs G. Jackson and N. Dunkeld have completed Module 1 and 2 of Effective Councillor Training.
3. Talkin Signposts - supplier has confirmed that the quote will not increase whilst the Parish Council seeks grant funding. Cllr G. Jackson is seeking evidence of the community's support that can then accompany an application to Awards for All for the balance of funding needed over and above that in the budget. The Clerk will submit grant application once this evidence is available.
4. Faugh Noticeboard – quote has been sought; is within the allocated budget; and repair is being progressed.

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5. RSPB Woodland Project – no observations were submitted.
6. Cllr R. Tinnion and the Clerk met with Roadlink to progress the installation of bench in Corby Hill. Roadlink have confirmed specific location following survey of underground services and Clerk will consult with local residents; seek quotes for installation; and provide Roadlink with risk assessment and method statements.
7. Roadlink advised that planned closures of A69 for resurfacing will mean diversion via A689 and not local villages.
8. NWAS have advised that the code for opening AED cabinets cannot be changed.
9. Clerk meeting with Parishioners on 14 June 2018 about their suggestions for The Old Sandpit Townhead (CL196) (PC meeting 21 March 2018).

35 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.

CITY COUNCILLOR AND COUNTY COUNCILLOR REPORTS - to receive for information items relevant to the Parish. (Items raised for decision will appear on the agenda for the next meeting)

36 POLICE MATTERS AND REPORTS - to note no reports received.

37 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)

1. **To note** the observations submitted to the Planning Authority

| | | | |
|----------------|---|--|-----------------|
| 18/0440 | Barn Adjacent to Stonehouse Farm Hayton CA8 9JE | Demolition of Barn and Erection of 1no Dwelling (Part Retrospective) | No observations |
|----------------|---|--|-----------------|

2. **To resolve** whether to submit any observations on the following application

| | | | |
|----------------|--------------------------------------|---|--|
| 18/0463 | Greenholme Farm, Corby Hill CA4 8QB | Demolition of Existing Single Storey Monopitch Byre and Outhouse Building and Erection of Single Storey Kennel Building | |
| 18/0508 | Gelt House Farm, Corby Hill, CA8 9JD | Erection of Swimming Pool | |

38 PLANNING DECISIONS – to note the decisions made by the Planning Authority to grant or refuse permission to the following applications:

| | | | |
|------------------------|---|---|--------------------------|
| 18/0261 | Burncroft Cottage Heads Nook CA8 9BS | Installation of Underground Bulk Gas Tank | Grant Permission |
| 17/1066 Revised | Plot 3 (Fallows End) Land to the rear of Elmfield Townhead Hayton CA8 9JF | Variation of Condition 1 (Approved Documents) of Previously Approved Permission 15/0876 to amend design of roof | Refuse Permission |

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| | | | |
|--|--|---|--|
| | | from hip to Full Gable and other revisions | |
|--|--|---|--|

39 PLANNING COMPLIANCE – to note that a temporary stop notice was issued by Carlisle City Council on 16 May 2018 for activities on land at Springwell Farm North West of Town Foot Farm, Talkin. The stop notice expired on 12 June 2018.

40 FINANCE

1. **To note** the Clerk/RFO has advised the payroll services provider of the National Salary Award 2018/19.
2. Schedule of Payments – **to authorise** payment of the accounts listed below

| VN | Inv. Date | PAYEE | CHQ. NO. | Purpose of Expenditure | AMOUNT £ |
|----|--------------|---|----------|---|----------------|
| 10 | 3/5/18 | Kate Beaty | 101613 | Internal Audit Fee | 90.00 |
| 11 | 1/5/18 | Countrywide Grounds Maintenance Ltd | 101614 | Grass Cutting | 480.00 |
| 12 | 24/5/18 | ICO | S/O | Registration Fee | 35.00 |
| 13 | 20/6/18 | 1 st Hayton Guides and 1 st Holme Eden (Warwick Bridge) Guides | 101615 | Grant Towards Transport Costs Agreed by PC 16/5/18 | 200.00 |
| 14 | 12/6/18 | H R Broatch | 101616 | Postage, printer ink and paper | 43.81 |
| 15 | 20/6/18 | H R Broatch | 101617 | Salary June 18 (including arrears for National Salary Award backdated to 1 April 2018) | 501.07 |
| 16 | 20/6/18 | HMRC | 101618 | PAYE June 18 | 125.20 |
| 17 | 20/6/18 | Talkin Village Hall | 101619 | Venue Hire | 30.00 |
| | TOTAL | | | | 1505.08 |

3. Monthly Reconciliation (May 2018)– **to receive and note** the reconciliation and balances authorised by Cllr. Clubbs, Finance Auditor
4. **To note** the Clerk/RFO has had to write to the supplier of Christmas Trees as invoice included VAT (paid 17 January 2018) but has turned out that they are not VAT registered. Clerk will report to next meeting.
5. **To note** the Clerk has been advised that Downagate Centre wish to submit an emergency grant application to support them in raising funds to ensure the Centre re-opens. **To resolve** whether to make a decision on this emergency application or to defer to next meeting.

41 PARISH PLAN

To note the report from the Clerk and **to resolve** whether to accept the recommendations.

42 CORRESPONDENCE RECEIVED BY THE CLERK – these items are to note unless specified otherwise:

1. CALC Newsletter for June and Friday Round Ups
2. Rural Services Network – weekly updates
3. Neighbourhood Alerts
4. CPCA Draft Minutes
5. Parishioners have asked the Clerk to investigate the issues of the Old Public Quarry and the Public Watering Place by the River Gelt. A report will be brought by the Clerk to the next meeting of the Parish Council.

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6. **To resolve** whether to write to Cumbria County Council about rural bus services (see attached correspondence)
7. **To resolve** whether to respond to the invitation to comment from Historic England who are currently considering whether the Hayton War Memorial, Churchyard of the Church of St Mary Magdalen, Church Street, Hayton has special architectural or historic interest (see attached).

43 HIGHWAYS AND FOOTPATHS ISSUES - to note progress

| | | | | |
|-----------|--|--|-----------------------|--|
| May 2018 | Haywain Hill Corby Hill | Danger to disabled – need for dropped kerb and better signage about unsuitability for heavy vehicles Also reported to Carlisle City Council for advice from Disabled Access Officer | W1880931742 | Enquiry/Request Consideration Awaiting Response |
| May 2018 | A69 Roadlink – road closures August 2018 for resurfacing works | Road Closures will not affect Hayton | Roadlink | Completed |
| May 2018 | Millriggs Corby Hill | Salt bins solidified; need repair; and how to get an additional bin. | W1880931759 | Awaiting assessment |
| June 2018 | Lay By off A69 heading for Heads Nook (Dipping Pens) | Request for a Litter Bin to be installed | Carlisle City Council | Awaiting Response |

44 DATE OF NEXT MEETING

Wednesday 18 July 2018 at 7pm in Heads Nook Village Hall

Any agenda items to be submitted to Clerk by 12 Noon on Monday 9 July 2018