

**Minutes of the Annual Electors Meeting held on Wednesday 21 March 2018 at 7pm
in Hayton Reading Room**

137 APOLOGIES - Councillor R. Tinnion. Vice Chairman Councillor G. Clubbs took the Chair in the absence of the Chairman.

138 CHAIRMAN'S REPORT – The Clerk presented the following report on behalf of the Chairman.

Last year I was again elected Chairman and it has been a pleasure to serve. Councillor Gary Clubbs was also re-elected as Vice Chairman and he has been very supportive through the last year.

It was with some sadness that the council had to accept the resignation of Syd Bowman in July and the resignation of the Clerk (Gillian Kartach) on 31 August 2017. Councillor Norman Dunkeld was co-opted at the November meeting into one of the vacancies at Corby Hill. I thank you all for your contributions to another successful year.

We have had a busy year and next year does not look likely to slow down. The Council commissioned an inspection by a tree specialist of the special trees in the Parish. He reported that the Hayton Ancient Walnut Tree and the Black Walnut were both of Normal Vitality as was the Oak Tree on mown area in How Mill. The report's recommendations for future maintenance and protection have and will be actioned as far as possible and inspection carried out again in 2020/21.

Brampton League of Friends again fully grant funded two more AED's and external cabinets for Faugh and Fenton which have been installed. Once a location is found for the AED at How Mill the Council will have completed their programme and all the AED's will have been installed.

An application to Cumbria County Council to de-register the common land registered at The Old Sand Pit, Townhead, Hayton (CL196) was submitted to the County Council's Development, Control and Regulation Committee on 1 November 2017 for decision. The applicant stated that the area had been mistakenly registered by the Parish Council in 1968. Myself and Councillor Gary Clubbs (Vice Chairman) represented the Parish Council at that meeting and gave a presentation (alongside parishioners) outlining why the Parish Council did not agree with the reasons put forward by the applicant for mistaken registration. We were delighted when the County Council decided to not approve the application. The Old Sand Pit remains a special place and a registered common.

Two new benches were installed at Clay Hurley Woods. We were delighted to be able to do so using a product which not only comes maintenance free but is made from 100% recycled plastic which was once a milk container. The supplier has saved over 290 million milk containers from going to landfill over the last 7 years.

In December we put up the Christmas trees and lights and the event in Hayton was well supported. The council also held their annual Christmas dinner at the Blacksmiths Arms at Talkin. Our thanks go to Councillor Jackson for organising the event which was well attended by councillors and their partners.

The Annual accounts were again audited both internally and externally. They are now published on the website. The auditors identified a breach relating to the treatment of gifted asset additions. This was corrected and the Parish's Asset Register is now compliant.

The Precept was discussed thoroughly and discussed again before approving to set the same Precept as last year (£16,500). This is also published on our website. Special thanks to Councillor Clubbs who has worked hard with the Clerk on the budget and spending and his efforts are clearly paying off.

Councillors Billington, Cain, Watson and myself continued as representatives of Hayton Reading Room. The Parish Council agreed and signed an updated Constitution with the Management Committee for Talkin Village Hall.

The attendance by parishioners at parish council meetings is encouraged and the item set aside for this called Public Participation is on every agenda. We have had a lot of parishioners along to participate this year because of the concerns about the proposed de-registration of the Old Sand Pit at Townhead. We have also had written submissions about planning applications. We found this very useful and would encourage more people to come along during 2018/19.

The Council is to consult and produce a Community-led Plan for the parish this year and I hope that we can rely on our parishioners to help us fulfil this project.

I would like to take this opportunity to thank the Vice Chairman, Councillor Gary Clubbs, all the Councillors, the Clerk, City Councillors, County Councillors and the Police for all their help and support.

139 TALKIN VILLAGE HALL - Councillor G. Jackson reported on the AGM and Year End Accounts for 2016/17. The report was noted.

140 HAYTON READING ROOM – Councillor D. Billington report on the Year End Accounts for 2016/17 and advised that these were being submitted to the Charity Commissioners. The report was noted.

141 PUBLIC PARTICIPATION

Although members of the public were present there was no public participation and the meeting was closed at 7.16pm.

Minutes of the Council Meeting held on Wednesday 21 March 2018 at 7.16pm in Hayton Reading Room

Present: Cllrs G. Clubbs (Vice Chairman), D. Billington, J. Blaylock, H. Cain, J. Carruthers, J. Clarke, N. Dunkeld, G. Jackson, and R. Watson

Also Present: The Clerk H. Broatch.

142 APOLOGIES FOR ABSENCE

RESOLVED that apologies from Cllr. R. Tinnion, Chairman be received and the reasons noted. Apologies from City Councillor D. Parsons and County Councillor W. Graham were noted. Cllr. G Clubbs, Vice Chairman, took the Chair in the absence of the Chairman.

143 MINUTES OF THE COUNCIL MEETING held on 21 February 2018

RESOLVED that minutes of the meeting held on 21 February 2018 (pages 207-211) be confirmed as a true record and signed by the Vice Chairman.

144 DECLARATIONS OF INTEREST

RESOLVED that the following be noted.

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

Councillor R. Watson declared a personal and prejudicial interest in Agenda Item 157 being the current grass cutting contractor.

145 MATTERS ARISING FROM THE PREVIOUS MINUTES – NOTED

- (1)** The Clerk attended the first training session of four run by CALC to support Clerk's completing the Portfolio to achieve the Certificate in Local Council Administration.
- (2)** The Clerk attended a day's training on the new Data Protection Regulations which come into effect on the 25 May 2018. The training provided a template to audit the Council's compliance with the new Regulations. The Clerk will bring the audit report to the meeting on 16 May 2018 with recommendations for action and the respective roles of Data Controller, Data Processor and Data Protection.
- (3)** AED training which had been arranged for 20 March 2018 at the String of Horses Faugh from 7-8pm had had to be rearranged for 10 April 2018 due to trainer's illness.. The Chair of Heads Nook Village Hall Committee has received 13 expressions of interest and is progressing a day-time session at Village Hall.

146 PUBLIC PARTICIPATION

Began at 7.24pm

CL196 Hayton Sand Pit Common Land – local representations were received expressing thanks for the Parish Council's support in ensuring that the Common Land CL 196 continued to be registered as common land. This land is much valued by local residents particularly because it has a wide range of flora and fauna. The residents wanted to work with the Parish Council to see what potential there was for this common land to be used by the local school and others as, for example, a wildlife corridor.

Planning Application 18/0218 – local resident advised that although he supported the development of Plot 2 and the adaptations to Carlton that he had concerns about Plot 1 that he wished to share with the Parish Council. These concerns were that Plot 1, as proposed, was not in keeping with its local context and the scale of the proposed development would impact on initial impressions on entering the village. The length of the Plot 1 was significantly greater than any nearby dwellings and the windows and cladding (proposed to make the development barnlike) not in keeping with nearby dwellings which were not farm buildings but residential dwellings.

Ended at 7.30pm

COUNTY COUNCILLOR AND DISTRICT COUNCILLOR'S REPORTS – no reports.

147 POLICE MATTERS AND REPORTS –

PCSO 5393 Amy Lambert attended to discuss the letter sent by the Parish Council to the Police and Crime Commissioner for Cumbria on 1 February 2018. She introduced herself as new in post and the key liaison officer for the Parish Council. She advised that action had been taken about mud on How Lonning, How Mill and that a bill for clearing the mud was being sent to the responsible party. A number of road safety concerns about contractors and large agricultural vehicles use of local roads were raised and she said that she would talk with the key contractors and remind them of their responsibilities. Another concern raised was the safety risks and congestion caused at the traffic lights at the crossroads in Corby Hill. This was made worse by parked vehicles. She agreed to talk with her colleague about this (as he had recently been involved) and see what, if any, further action could be taken. The Vice Chairman thanked her for action taken about tractors drivers in Heads Nook and thanked her for attending the Parish Council Meeting.

148 PLANNING APPLICATIONS –

NOTED

18/0045 Land to Rear of How Farm Barns, The How, How Mill CA8 9JY. Amended Details/Further Information Erection of 1no Building. **No Observations**

RESOLVED that the Planning Authority be advised of the following observations:

18/0148 Field no 7961 Land North of Town Foot Farm Talkin CA8 1LE. The Erection of 5No dwellings & Associated Works Including the Construction of a dry stone Boundary Wall & construction of a Pavement (Revised Application) Without Compliance with Condition 2 Implied on Planning Permission 17/1084 for the reconstruction of Bank Barn; Revisions to the relocation of the Detached Garage to Provide an Internal Garage; The Relocation & Reconfiguration of the Footprint & formation of the farmhouse, removal of Detached Garage & provision of an Internal Garage to serve the farmhouse; Revised House Type for Barn 1(single storey); Revised house type for Barn 2 (single storey); External Materials /Hard surface finish & height/materials of Boundary Walling. The Parish Council's objection is that the application site is in open countryside outwith the build form of Talkin and that no special circumstances are identified in the application to justify new dwellings in this location. Policy HO6 of the Carlisle District Local Plan 2015-30 clearly states the special reasons which would justify "other housing in the open countryside". **This application does not comply with the Local Plan. It will lead to an unacceptable intrusion into the open countryside. The Parish Council, having reviewed the application feel that this latest proposal for the integration of garages into the properties actually makes the development even more isolated.**

The Parish Council continues to have concerns about

1. the proximity of the main gas pipeline. They would want to see evidence of safe working methods being agreed with gas pipeline staff to ensure that excavation work and obstruction to the access road, driveways, drainage trenches and service connections is carried out safely; and
2. the unclassified country road U1206 being narrow; windy; and in places no more than 3.5m wide with poor forward visibility. The potential to increase the vehicle movements by 33.3% in each direction is a cause for concern.

If the development were to be given approval the Parish Council would like the City Council to make a Section 106 Agreement with the developer requiring them to develop a children's play area in Talkin Village. The development of new dwellings will put extra pressure on Talkin and have an impact on the local community who already have concerns about there being no play area for children to safely play in the Village.

18/0205 Thistledown, Allenwood, Heads Nook CA8 9AE. Erection of Bungalow (Outline Permission)

No Observations

18/0218 Carlton, Brier Lonning, Hayton CA8 9HN. Erection of 2no Dwelling. Erection of First Floor Extension to Carlton. **The Parish Council has objections to the proposals for Plot 1 on this site. The Parish Council has no objections to the proposals for Plot 2 or to the second storey extension to the existing building.**

Plot 1 would be the first house people would see on entering the village by Brier Lonning (which is one of the main routes to the village off the A69). The Parish Council are concerned overall that the proposals for Plot 1 do not respect the local character and are not in keeping with the local context.

The key concern is about securing good design as defined in Policy SP 6 Carlisle District Local Plan 2015-30.

The specific reasons for objecting to Plot 1 on this development are that:

- The scale of the proposed dwelling is significantly larger than the existing dwellings; housing opposite; and the proposed Plot 2 dwelling.
- The proposal for Plot 1 to be barnlike in appearance means the windows are at odds with the local context (a residential area not a farm/farmland).
- The proposed wooden panelling is also not in keeping with the local context.
- The design is not sympathetic to a residential development in a rural village. Its scale/appearance is more in keeping with an office/ commercial development.

18/0239 Home Eden Farm, Warwick Bridge. Conversion of Existing Redundant Building to Form 8 Residential Units Without Compliance with Condition 3 Imposed by Planning Permission 12/0449 to Allow Relocation of Car Park and Minor Alterations to Units 3,5 and 8. Having been advised by Case Officer that development straddled Parish Boundary submitted **No Observations**.

149 PLANNING DECISIONS - NOTED

17/0592 Land adjacent to Olcote, Heads Nook, CA8 9AE Variation of Condition 2 (Approved Documents) for Dwelling to be Rotated to Fit the Site Better and Amendments to Elevations **Grant Permission**

17/1038 Croft Cottage West, Hayton CA8 9HT. Variation of Condition 2 (Approved Documents) of Previously Approved Application (15/0744) to Reposition the Dwelling on the Site **Grant Permission with Conditions**

150 PLANNING ISSUES –

(1) **NOTED** Cllr J. Clarke has received complaints about HGV's using the road at How Lane which is identified as being unsuitable for HGV's to deliver materials etc for the residential development at How Farm CA8 9JY.

RESOLVED that Vice Chairman G. Clubbs would talk with the developer.

(2) **NOTED** the Planning Appeal Hearing against the City Council's decision to refuse to grant permission for planning application 16/0318 Land North of Hurley Road and East of Little Corby Road, Corby Hill will be held at 1000 on Wednesday 25 April 2018 at the Civic Centre, Carlisle.

(3) **NOTED** the concerns raised at the last meeting about developments at the field at CA8 9AY were reported to the Planning Authority and are being looked into by Planning Enforcement who will report back to the Clerk.

151 FINANCE

NOTED

1. Income Received and banked was £154.64 (Transparency Fund Grant)
2. Monthly Reconciliation (1-28 February 2018) (as authorised by Cllr G. Clubbs, Finance Auditor)

RESOLVED

1. £10,000.00 be transferred from the Business Premium Account to the Community Account to cover cashflow requirements.
2. Approve the virement of £250.00 from Subscriptions to Salaries and NI.
3. The accounts as presented on the schedule be approved for payment.

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	AMOUNT £
64	21/2/18	Talkin Village Hall	101594	Contribution to Boiler Repair	300.00
65	21/2/18	CALC	101595	50% of Clerk CiLCA Training	22.50
66	2/3/18	A Teasdale Ltd	101596	AED installation	856.80
67	21/3/18	H. Broatch	101597	Salary March 2018	472.58
68	21/3/18	HMRC	101598	PAYE March 2018	118.20
69	21/4/18	H. Broatch	101599	Salary April 2018	472.78
70	21/4/18	HMRC	101600	PAYE April 2018	118.00
71	21/3/18	H. Broatch	101601	Telephone/Accommodation 17/18 and postage expenses	102.01
72	8/3/18	CALC	101602	50% Data Protection/GDPR Training	35.00
73	21/3/18	Hayton Reading Room	101603	Venue Hire	30.00
TOTAL					2,527.87

3. Grant Applications

NOTED the application from 1st Hayton Guides and 1st Holme Eden (Warwick Bridge Guides) is going to Wetheral Parish Council asking them to contribute 50% .

RESOLVED to not pledge £129.50 due to concerns about the lack of any firmed-up agreement between Cumbria Children Dyslexia Project and the local School.

4. **RESOLVED** to get a revised quote for 3 benches not 4 and for the Clerk (in consultation with the Chairman) to place an order if the quote is acceptable and within budget.
5. **RESOLVED** that the Clerk research and report back on what is happening around the County and in Carlisle City Council about Devolution of Services from District Councils to Parish Councils.

152 INSURANCE –

RESOLVED that the Clerk review any existing written agreements with relevant third parties and report back to the Parish Council

153 CL196 THE OLD SANDPIT TOWNHEAD HAYTON –

RESOLVED that the Clerk explores (along with local residents) what potential there is or is not for getting greater local engagement with this special place (including what the implications would be) and reports back to the Council.

154 PARISH PLAN –

RESOLVED that the Parish Council will produce a Parish Plan in 2018/19. The first stage will be for the Clerk to report to the next meeting on proposals (developed in consultation with the Members) for surveying the local community to establish local needs; aspirations; issues and priorities with the aim of developing a vision for the future of the community. The Plan will be representative of the Parish as a whole and the process will enable local community groups and other stakeholders to engage with producing the Plan.

155 CORRESPONDENCE RECEIVED BY THE CLERK – NOTED.

156 HIGHWAYS AND FOOTPATHS ISSUES –

- (1) **NOTED** progress with reported issues and tractors discussed at agenda item 147.
- (2) City Cllr and Chairman R. Tinnion has raised the issues of gully emptying, grit bins and concerns about Peacock Loaning and will report on response he has received. He has also asked about salt bins at Millriggs.

RESOLVED to defer to next meeting.

- (3) **NOTED** temporary road closures.

Councillor R. Watson left the meeting at 8.57pm

EXCLUSION OF PRESS AND PUBLIC

RESOLVED in accordance with Section 100A(4) of the Local Government Act 1972, members of the public (including the press) should be excluded from the meeting during discussion of the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 & 2 of Schedule 12A of the Act.

Standing Orders were suspended to extend the meeting beyond 9pm to allow the completion of the business on the agenda.

157 Grass Cutting Contact 1 April 2018 and thereafter (on satisfactory completion of Year 1) extended to 31 March 2021.

Two tenders had been received (six contractors were invited to tender). Evaluation of the tenders identified an omission in the specification which was that the grass in the Hayton Play Area needed hand strimming as there is currently no access for grass cutting machinery. The two tenderers were advised of this error and asked to revise their quotes accordingly. The following are the final quotes submitted by both tenderers who have both confirmed that they have allowed for the hand strimming.

Tender 1: £2,400 plus VAT fixed price for 3 years (April 2018 – March 2021) totally over 3 years £7,200 plus VAT

Tender 2: £2,356 plus VAT for 2018/19 and thereafter varied annually in line with inflation. The total over 3 years is estimated to be £7,211 plus VAT (using an estimate of 2% per annum (2018/20 and 2020/21) for inflation).

Proposed by Cllr. J. Clarke and Seconded by Cllr. H. Cain

RESOLVED to award contract to Tender 1 – Countrywide Grounds Maintenance Ltd

158 DATE OF NEXT MEETING

The Annual Meeting of the Parish Council will take place on Wednesday 16 May 2018 in Hayton Reading Room at 7pm.

Agenda Items to be submitted to the Clerk by 12NOON on **Monday 7 May 2018**

Meeting closed at 9.15pm.