

**Minutes of Hayton Parish Council Meeting held on Wednesday 15 July 2020 at 4.45pm.
The meeting held in a virtual meeting room in response to Coronavirus Lockdown Rules.**

Present: Cllrs G Clubbs (Chairman), J Clarke (Vice Chairman), J Beardsley, D Billington, N Dunkeld and G Jackson (joined meeting at 4.50pm).

Also Present: H Broatch (Clerk/RFO) and City Cllr M Bowman

17 ROLL CALL AND APOLOGIES FOR ABSENCE

Received apologies and **approved** the reasons for absence from Cllrs E Thompson and R Watson. The Clerk/RFO confirmed that the meeting was quorate.
Also received apologies from County Cllr W Graham.

18 MINUTES OF THE COUNCIL MEETING held on 17 June 2020

Authorised the Chairman to sign, as a correct record, the minutes of the meeting held on 17 June 2020. Moved by Cllr J Beardsley Seconded by Cllr J Clarke

19 DECLARATIONS OF INTEREST

Cllr J Beardsley declared personal and prejudicial interest as a Member of Hayton Reading Room Committee

Cllr D Billington declared personal and prejudicial interest as a Member of Hayton Reading Room Committee and personal interest in Agenda Item 27 as a Member of the Stone Inn Leek Club.

City Cllr M Bowman advised the Council of her personal and prejudicial interest as a Member of Carlisle City Council Development and Control Committee.

20 GOVERNANCE AND ACCOUNTABILITY - REVIEW OF COUNCIL POLICIES/PROCEDURES

Resolved to adopt the revised Risk Management Policy, Risk Assessment Template; Revised Asset Register. Moved by Cllr J Beardsley and Seconded by Cllr G Jackson.

Noted that the Health and Safety Policy and the other policies/procedures listed in the Clerk/RFO's report had been reviewed and that no changes were recommended.

21 PUBLIC PARTICIPATION (20 MINUTES ALLOWED) - no members of the public present.

CITY COUNCILLOR AND COUNTY COUNCILLOR REPORTS – Received report from City Cllr M Bowman advising and updating on the City Council's response to the latest advice on Coronavirus regulations; nearly all the staff returned to work; and Full Council Meeting held in virtual meeting room. She also advised that Faugh.....was owned by the City Council and that the City Council Green Spaces Team would be arranging for a team to go and do some remedial maintenance wc 27 July 2020.

22 POLICE MATTERS AND REPORTS – Noted no reports received.

23 PLANNING APPLICATIONS

23.1 Noted the application approved by the Planning Authority – Carlisle City Council

19/0848	Greenholme Farm Corby Hill CA4 8QB	Improvements to Vehicular Access
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23.2 Resolved to submit no observations on the following applications to the Planning Authority – Carlisle City Council

20/0438	3 Little Corby Road, Little Corby CA4 8QN	Demolition of Existing Conservatory and Erection of Single Storey Rear Extension
20/0462	SW Wilson Family Butcher, Corby Hill CA4 8QG	Erection of Side Extension

23.3 Resolved to submit observations on the following applications to the Planning Authority – Carlisle City Council. Clerk to draw up and submit observations raised at the meeting (in consultation with Chairman).

20/0022/TPO	5 Clover Meadows, Heads Nook, CA8 9AW	Works to 3No Beech Trees; 5No Sycamores; 2 No Chestnut Trees Subject to TPO 220
20/0175 Revised	Land East of Low Moor Lodge, Corby Hill, CA4 8QB	Improvement to Existing Access

23.4 Noted the application on which no observations were submitted (under delegated powers by the Clerk/RFO in consultation with the Planning Working Group)

20/0397	Land to Rear of Thistledown, Allenwood, Heads Nook CA8 9AE	Erection of 1No Dwelling
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24 FINANCE

- Income – Noted** the income received and banked totalling £176.06 (£6.23 Bank Interest and £168.83 VAT Refund)
- Authorised** payment of the accounts listed below. The Clerk/RFO will meet with Chairman and Vice Chairman to get the cheques signed.

3.	VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	GROSS AMOUNT £	VAT INCLUDED £
	22	16.6.20	Water Plus Ltd	101765	Allotment Water Supply	49.35	0
	23	15.6.20	The Cumbria Clock Company Ltd	101766	Servicing Clock	186.00	31.00
	24	29.6.20	Countrywide Grounds Maintenance Ltd	101767	Supply and application of bark around trees	336.00	56.00
	25	6.7.20	Countrywide Grounds Maintenance Ltd	101767	Grass Cutting	480.00	80.00
	26	8.7.20	H Broatch	101768	Clerk Expenses	39.71	7.62
	27	15.7.20	H Broatch	101769	Salary (July)	505.04	0
	28	15.7.20	HMRC	101770	PAYE (July)	126.20	0
			TOTAL July 20			1722.30	174.62
	29	18.8.20	H Broatch	101771	Salary (August)	504.84	0
	30	18.8.20	HMRC	101772	PAYE (August)	126.40	0
			TOTAL Augt. 20			631.24	0

- Monthly Reconciliation (June 2020)– noted** the attached reconciliation and balances (internally audited by Cllr J Beardsley).
- 1st Quarter Accounts – noted** the first quarter (April-June 2020) Accounts.

25 HIGHWAYS AND FOOTPATHS ISSUES - noted report.

26 TALKIN

26.1 VILLAGE HALL – noted update from Chairman and **resolved** that the Clerk/RFO report to the next meeting on grant applications; write to the Management Committee about a contribution of £10,000 to the costs of re-roofing; and, in consultation with the Chairman, draw up invitations to tender and a list of contractors to be invited to tender.

26.2 VILLAGE GREEN – noted that the Clerk/RFO has identified that the Village Green is owned by Hayton Parish Council but the ownership is not registered with the Land Registry. Cumbria County Council were responsible for registering the ownership and the Clerk/RFO is investigating why this was not done and how it can be actioned.

27 HAYTON AND HOW MILL LEEK CLUB EVENTS SEPTEMBER 2020

Cllr D Billington having declared a personal interest did not vote on this matter.

Resolved to approve the use of the Walnut Field for the events planned for September 2020 as one-off in response to the Coronavirus Regulations relating to social distancing etc.

Moved by Cllr J Beardsley and Seconded by Cllr N Dunkeld.

Noted that the events would be open to all to attend and Clerk/RFO to get risk assessments; evidence of public liability insurance cover; and agreement that any damage to be reinstated at expense of Leek Clubs.

28 CLERKS REPORT – noted. Clerk advised that Parish Council are compliant with current Website Accessibility Regulations. The website administrator had advised that some updating of website would improve mobile phone access and that she would bring report to next meeting.

29 DATE OF NEXT MEETING – noted that the next Meeting of the Parish Council will take place on Wednesday 16 September 2020. Clerk/RFO will continue to monitor advice on public meetings and consult with Chairman and Vice Chairman about meeting room and start time for the meeting (which is compliant with the advice) nearer the meeting date. Agenda Items to be submitted by email to the Clerk by 12NOON on Monday September 2020.

Meeting closed at 1736