

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

14 October 2020

Dear Councillor

You are summoned to attend the meeting of Hayton Parish Council to be held **on 21 October 2020 at 1900** in a virtual meeting room (see below) to transact the business contained in the following agenda. Members of the public and the press are also invited to attend the meeting. Full details on Parish Council Website.

Virtual Meeting Room Location and Joining Details:

Click on link below to join the meeting:

<https://us02web.zoom.us/j/82178040430?pwd=QVIXenR5VGRSMmRYVWFqNzQ1aDZEUT09>

Meeting ID: 821 7804 0430

Passcode: 167447

You can also dial in using your phone (charges may apply):

0203 481 5240 0203 051 2874 0203 481 5237 0131 460 1196

Please join the meeting at **1840** (20 minutes before the start time). If you experience any technical difficulties joining (or during) the meeting please phone Matthew Eastburn on 016977 3779.

Please ensure with any personal IT used, that your anti-virus software and computer has been updated fully as no liability will be accepted by the Council for any malicious acts/viruses etc. when using this third-party system. Telephone charges are dependent on your telephone contract (i.e. if you have inclusive minutes within your contract). Please note that Hayton Parish Council accept no responsibility or liability for any charges incurred by any attendee joining this meeting.



Clerk/RFO

47 ROLL CALL AND APOLOGIES FOR ABSENCE

To **note** those present and to **receive** apologies and approve reasons for absence.

48 MINUTES OF THE COUNCIL MEETING held on 16 September 2020

To **authorise** the Chairman to sign, as a correct record, the minutes of the meeting held on 16 September 2020 (attached).

49 DECLARATIONS OF INTEREST

Members are invited to declare any personal and/or prejudicial interests relating to items on the agenda and to register those with the Clerk/RFO by email in advance of the meeting.

50 PUBLIC PARTICIPATION (20 MINUTES ALLOWED)

Members of the public (who live in the Parish) are asked to submit any questions and/or comments they would like to raise at the virtual meeting in writing or by email (with their

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name and address) **to the Clerk by 1730 on 20 October 2020.** Please let her know if you also wish to speak at the meeting as this agenda item will be the only opportunity to do so. The Clerk will advise on how to join the virtual meeting room.

CITY COUNCILLOR AND COUNTY COUNCILLOR REPORTS – to receive for information items.

51 POLICE MATTERS AND REPORTS –

To resolve whether to submit any issues to the next meeting of Local Focus Hub.

To note that criminal damage to brick bus shelter and bench (eastwards on A69) in Corby Hill have been reported to the Police.

52 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)

52.1 To note the applications approved by the Planning Authority – Carlisle City Council

20/0314	Barns at Yew Tree Farm, Fenton, How Mill CA8 9JZ	Change of Use of Former Commercial Premises to Create 2No Dwellings Together With Conversion of Part of Barn to Form Extension To Existing Dwelling
20/0397	Land to Rear of Thistledown, Allenwood, Heads Nook CA8 9AE	Erection of 1No Dwelling
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
20/0518 20/0519 (LBC)	Middle Gelt House, How Mill CA8 9JJ	Change of Use of First Floor Flat in Coach House From Residential to Domestic Workshop and Games Room; Replacement Window and Door, Roof Repairs, Replace Floor Beam, New Door to An Existing Opening, New Shower Cubicle, Radiators and Kitchen to Main House
20/0434	Troutbeck Cottage, Warwick Bridge CA4 8RN	Change of Use From Bed and Breakfast to 1No Dwelling
20/0564	Heads Nook Hall Heads Nook CA8 9AA	Erection of Single Storey Rear Extension to Provide Sunroom and Dining Room
20/0568	L/A Ashmere, Talkin CA8 1LU	Erection 1 No Dwelling

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52.2 To note the applications on which no observations were submitted by the Clerk/RFO in consultation with the Planning Working Group

20/0637	Foot House, Hayton, CA8 9HR	Erection of Detached Garage
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52.3 To resolve whether to submit any observations on the following applications:

20/0595	Highrigg, Faugh CA8 9EA	Erection of 3no Holiday Lodges; Change of Use of Part of Dwelling to 2No Holiday Cottages (Retrospective)
20/0680	White House, Hayton CA8 9HT	Erection of Porch to Front Elevation Together Replacement Extension to Rear to Provide Kitchen, Dining Room, and Utility on Ground Floor with 1No Bedroom Above

53 FINANCE

- Income – to receive and note** the income received and banked totalling £453.93 (£450 Zurich Insurance; £3.93 bank interest)
- To authorise** payment of the accounts listed below totalling £679.40.

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	GROSS AMOUNT £	VAT INCLUDED £
38	8/9/20	Water Plus	101778	Allotment Water Supply	22.82	
39	14/10/20	H Broatch	101779	Clerks Expenses & Disbursements	8.40	2.40
40	21/10/20	H Broatch	101780	Salary Oct 20	518.58	
41	21/10/20	HMRC	101782	PAYE Oct 20	129.60	

- Monthly Bank Reconciliation** (September 2020)– **to receive and note** the attached reconciliation and balances (internally audited by Cllr J Beardsley).
- 2nd Quarterly Accounts July-Sept 20 - to receive and note**
- Insurance Renewal January 2021– to note** the Clerk has sought quotes and will bring report for resolution to the next meeting.

54 PLANNING FOR THE FUTURE CONSULTATION

To note attached report and **to resolve** whether to respond to the consultation from Central Government about proposed new planning legislation to replace existing legislation.

55 GROUND MAINTENANCE CONTRACT RENEWAL FROM APRIL 21 – MARCH 24

To resolve whether to approve the attached specification to enable the Clerk to start the process of inviting tenders so that the Clerk can report back to the Parish Council meeting on 20 January 2021 to enable a new three-year contract to be awarded for a start date of 1 April 2021.

56. CLERKS REPORT – to note attached report.

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57 DATE OF NEXT MEETING - the next Meeting of the Parish Council will take place on Wednesday 18 November 2020. Details will be published on the website.
Agenda Items to be submitted by email to the Clerk by 12NOON on Monday 9 November 2020.

Please note that Councillors and Parishioners are agreeing to the rules below by joining the virtual meeting

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- a) Meetings may be recorded for the purpose of minute taking/ any recording will be disposed of within 24hrs.
 - b) All microphones to be on mute.
 - c) The Chairman will ask at the start of an agenda item and/or at the end if those Councillors using audio only have any comments they wish to make.
 - d) If using video Councillors are asked to put up their hands if they wish to speak.
 - e) Councillors will only unmute when they have been invited to speak by the Chairman.
 - f) Respond to the Chairman when your name is called. Councillors and Members of Public will introduce themselves to the meeting when raising a point.
 - g) Adhere to the Councils Code of Conduct, General Standing Orders and Supplementary Standing Orders
 - h) Speak clearly and look into the camera.
 - i) Be aware of time lags and allow time for participants to respond.
 - j) The Chairman will invite members of the public (who have registered with the Clerk that they wish to speak under Agenda Item 50/ Public Participation) to unmute and speak to the meeting.
 - k) The Chairman will mute your microphone after you have spoken.
 - l) Turn phones to silent and reduce background noises as far as possible.
 - m) The Chairman will ask those Councillors who are **not** supportive of a resolution to put their hands up. He will then ask those **on audio only** if they are supportive or not. The Clerk will do the count for the voting.