

Minutes of Hayton Parish Council Meeting held on Wednesday 16 September 2020 at 7.00pm. The meeting was held in a virtual meeting room in response to the latest Coronavirus Advice.

Present: Cllrs G Clubbs (Chairman), J Clarke (Vice Chairman), J Beardsley, D Billington, N Dunkeld, G Jackson, R Tinnion, and E Thompson.

Also Present: H Broatch (Clerk/RFO) and City Cllr S Higgs.

30 ROLL CALL AND APOLOGIES FOR ABSENCE

Noted those present. Cllr R Watson joined the meeting but ICT difficulties meant he could not participate.

Received apologies from City Cllr M Bowman.

MINUTES OF THE COUNCIL MEETING held on 15 July 2020

Authorised the Chairman to sign, as a correct record, the minutes of the meeting held on 15 July 2020 (Moved by Cllr G Jackson and Seconded by Cllr D Billington).

32 DECLARATIONS OF INTEREST

32.1 NOTED:

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

Cllr R Tinnion declared personal and prejudicial interests as:

Chairman and Member of Carlisle City Council Development and Control Committee;

Member of Carlisle City Council Regulatory and Licensing Committee;

Member of Hayton Reading Room Committee; and

Member of Hayton Playing Field Committee.

32.2 NOTED that Members were reminded to review their declarations of interests and if there are any changes to complete a new form; sign it and post to the Clerk who will then forward to City Council; and publish on the Parish Council website.

33 MEETING ROOMS

NOTED that NALC; SLCC; and Central Government are still advising Parish Council's to hold meetings in virtual meeting rooms. The legal position is that all Councillors, Members of the Public and the Press should be able to attend a meeting. The main concern is that, at present, those who are in a household that is in isolation cannot attend a physical venue.

NOTED that the Methodist Church at Corby Hill has advised that the hall is no longer available as a meeting venue and will not re-open. Members to give some thought to alternate meeting rooms in the Corby Hill Ward.

35 PUBLIC PARTICIPATION - No members of the public present

CITY COUNCILLOR AND COUNTY COUNCILLOR REPORTS – NOTED

1. City Cllr S Higgs reported that he had been approached by local residents with concerns about the planning applications for Esk Quarry at Faugh which was to be decided by Cumbria County Council and was looking into this on their behalf.
2. Cllr N Dunkeld advised that there were grass cutting and grounds maintenance issues at Millriggs. City Cllr S Higgs said he would talk with the City Council Officers and, if necessary, arrange a site meeting with Cllr N Dunkeld.

36 POLICE MATTERS AND REPORTS – RESOLVED to not submit any issues to the next meeting of Local Focus Hub.

37 PLANNING APPLICATIONS

37.1 NOTED the applications approved by 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	S W Wilson Family Butcher Corby Hill CA4 8QG	Erection of Side Extension

37.2 NOTED the applications on which no observations were submitted by the Clerk/RFO in consultation with the Planning Working Group

20/0518	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
20/0519 (LBC)	As above	LBC application
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 Highway concerns but Parish Council will be guided by the Highways Authority who are the responsible body and are a statutory consultee.

38 FINANCE

1. **Income – RECEIVED AND NOTED** the income received and banked totalling £128.71 (£77.50 contribution to cost of servicing church clock; £1.86 ENW wayleave; £49.35 Hayton Allotment Society)

2. **2020-21 National Salary Award – NOTED** that NALC has published the new pay scales. The Clerk’s salary for September 20 is based on the new pay scale and includes arrears backdated to 1 April 20.
3. **AUTHORISED** payment of the accounts listed below totalling £2277.58.

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	GROSS AMOUNT £	VAT INCLUDED £
31	3/8/20	Countrywide Grounds Maintenance Ltd	101773	Grass Cutting	400.00	80.00
32	18/8/20	J R Mennell (JRM Joinery & Handyman Services)	101774	A 69 Bus Shelter Repairs and Renovating Post Extensive Graffiti Damage	622.00	
33	13/8/20	JR Mennell (JRM Joinery & Handyman Services)	101774	Corby Hill Noticeboard	£80.00	
34	3/9/20	Countrywide Grounds Maintenance Ltd	101773	Grass Cutting	400.00	80.00
35	8/9/20	H Broatch	101775	Clerks Expenses	42.70	9.12
36	16/9/20	H Broatch	101776	Salary Sept 20 (plus arrears from 1 April 20)	586.28	
37	16/9/20	HMRC	101777	PAYE Sept 20 (plus PAYE due on arrears from 1 April 20)	146.60	

4. **Monthly Reconciliation** (July and August 2020)– **NOTED** the bank reconciliations for July and August 2020 and balances have been signed and internally audited by Cllr J Beardsley. The Chairman thanked Cllr J Beardsley for his work.
5. **Insurance Renewal January 2021**– **NOTED** the Clerk is going to seek quotes for renewal of insurance policy and will report back to the next meeting. NALC have recently entered into an agreement with BHIB Councils Insurance Broker and she will contact them amongst others.

39 WEBSITE ACCESSIBILITY

NOTED that the website administrator has recommended improvements and updates to the website to update and improve website accessibility and **RESOLVED** to approve the recommendations and virement of £200 from the audit budget line and the balance from the capital budget line to cover additional expenditure (quote for between £280 and £350 (Moved by Cllr J Clarke and Seconded by Cllr D Billington)).

40 HAYTON AND HOW MILL LEEK CLUB EVENTS SEPTEMBER 2020 – NOTED both Clubs thanked the Parish Council but had advised that in light of latest guidance on COVID 19 they would use their usual venue for the Leek Club Shows.

41 TREE PLANTING AT WALNUT FIELD AND PLAYING FIELD, HAYTON – NOTED that the Woodland Trust has confirmed the details for delivery of the trees and that the Clerk will report to next meeting with proposals for this activity after consulting key stakeholders (Playing Field Committee; local Parish Councillors; the School; and the local Community).

42 TALKIN VILLAGE HALL

NOTED report updating on progress and issues that have emerged and **RESOLVED** to take guidance from ACT to ensure clarity about who applicant should be; then apply for grant

funds; and schedule appropriate time to invite tenders in liaison with AL Daines. AL Daines thanked by Chairman for their pro-bono support. This might mean work taking place on roof after the winter but it was essential to seek tenders once the funding strategy was firm.

43 PLANNING FOR THE FUTURE CONSULTATION

NOTED that the Government has published a white paper proposing changes to the planning process. Stage 1 proposals were for changes to existing legislation and that consultation ended 1 October 2020. The consultation on the proposed new planning legislation in the White Paper ended 29 October 2020.

RESOLVED to not respond to Stage 1 consultation.

RESOLVED that the Planning Working Group (other Members welcome to join) would meet to consider the detailed proposed changes in the White Paper and to make recommendations on response to consultation at next Parish Council meeting. The Clerk was asked to arrange the Working Group meeting before 12 October 2020. If more than five wished to attend the Clerk will organise a hybrid meeting. Members would then choose if they wished to join virtually or attend in person.

44 LOCAL GOVERNMENT REORGANISATION AND POTENTIAL IMPLICATIONS

NOTED the reports from CALC proposing a strong and early initial response from Parish Councils. **RESOLVED** the Members should feedback to the Clerk any comments so that she could submit a timely response on behalf of the Parish Council.

GROUND MAINTENANCE CONTRACT RENEWAL FROM APRIL 21 – MARCH 24

NOTED that the existing contract is due to terminate on 31 March 2021 and **RESOLVED** that

1. the Chairman (in consultation with local Members) will review the existing specification;
2. the Clerk will invite six contractors to tender for the contract. The tender documents will include any revisions reported to the Clerk by the Chairman to the existing specification; and
3. the Clerk will 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 April 2021.

46. CLERKS REPORT – NOTED the report and the update from Cllr D Billington on the agreement with ENW about siting temporary generator on the Walnut Field; the update from the Chairman about the Esk Quarry Planning Application. He advised that he had talked with the Highways Authority (and was going to do so again) about the wagons going through Heads Nook. He also advised that he was going to speak with the County Council's Planning Officer and amongst other things clarify if this was a retrospective application as local residents thought recycling of inert materials was already happening; Chairman, Vice Chairman and Clerk to discuss attendance at CALC AGM; and Clerk to set up meeting in physical meeting room for Members about precept for 2021/22 by end of October. This would be limited to five Members (one for each Ward).

46 DATE OF NEXT MEETING - The next Meeting of the Parish Council will take place on Wednesday 21 October 2020. It is assumed that this will be held in a virtual meeting room.

Meeting closed at 2007