

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 January 2021

Dear Councillor

You are summoned to attend the meeting of Hayton Parish Council to be held **on Wednesday, 20 January 2021 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 Joining Details:

Click on link below if using video:

<https://us02web.zoom.us/j/84568230229?pwd=dU15WWVBZ2FSdXNnWEkyU3JsTFdPZz09>

Meeting ID: 845 6823 0229

Passcode: 671927

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).

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

67 ROLL CALL AND APOLOGIES FOR ABSENCE

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

68 MINUTES OF THE COUNCIL MEETING held on 18 November 2020

To authorise the Chairman to sign, as a correct record, the minutes of the meeting (see attached).

69 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.

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

70 EXCLUSION OF PRESS AND PUBLIC

To resolve whether, 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 item of business (Agenda Item 76) on the grass cutting contract because they involve the likely disclosure of exempt information as defined in paragraphs 1 & 2 of Schedule 12A of the Act.

71 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 name and address) **to the Clerk by 1730 on 19 January 2021**. 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.

72 POLICE MATTERS AND REPORTS –

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

73 PLANNING APPLICATIONS

73.1 To note that objections were submitted by the Clerk (in consultation with Planning Working Group) using delegated powers to the following planning applications:

20/0733	Land to South of The Coach House, Allenwood, Heads Nook	Erection of 5 Chalets
20/0841	Land Opposite The Dell, Talkin CA8 1LE	Erection of 4No Dwellings
20/0845	Land NE Ashview Heads Nook CA8 9AY	Siting of 5No Glamping Pods Including Decking, Paths, Extended Parking Area; Service Hut, Central Area with Fire-Pit and BBQ

73.2 To note no observations were submitted by Clerk (in consultation with Planning Working Group) using delegated powers:

20/0856	Mulberry, 2Warren Hill, Faugh CA8 9EN	Erection of Single Storey Side and Rear Extension to Provide Living Room and Kitchen
----------------	---------------------------------------	--

73.3 To note the planning applications that have been granted permission:

20/0637	Foot House, Hayton, CA8 9HR	Erection of Detached Garage
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
20/0735	Site Adjacent Sandy Hill, Faugh, Heads Nook CA8 9EG	Erection of 3No Dwellings

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

73.4 To note TPO 309 approved by Carlisle City Council on Land at Cardunneth, Corby Hill CA4 8PJ covering 17 trees (14 Individual Trees and 1 Group of 3 Trees).

73.5 To resolve whether to make any observations on the following application;

21/0003 (LBC)	20 Edmund Castle Corby Hill CA4 8QD	Erection of Single Storey Rear Extension to provide Additional Dining Area; Works Including Alterations to Existing Windows to Form New Door Opening to Side Elevation.
----------------------	-------------------------------------	---

74 FINANCE

- To note** the receipts received totalling £1824.12 (£1513.44 VAT Claim; £0.68 Bank Interest; £260.00 Insurance Claim; £50.00 Heads Nook Village Hall)
- To authorise** payment of the accounts listed below totalling £2008.59

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	GROSS AMOUNT £	VAT INCLUDED £
51	24/11/20	BHIB Ltd	101793	Insurance 21/22	1213.42	
52	25/11/20	Carlisle City Council	101794	Play Area Inspection 20/21	60.00	10.00
53	26/11/20	Cumbria Association of Local Councils	101795	Code of Conduct Course	20.00	
54	4/12/20	Cumbria Association of Local Councils	101795	Finance and Year End Accounts Course	15.00	
55	13/1/21	H Broatch	101796	Clerk Expenses	51.59	8.63
56	20/1/21	H Broatch	101797	Salary Jan 21	518.58	
57	20/1/21	HMRC	101798	PAYE Jan 21	129.60	

- Monthly Bank Reconciliation** (November and December 2020) – **to receive and note** the attached reconciliations and balances (internally audited by Cllr J Beardsley)
- 3rd Quarterly Accounts** - **to note** the attached Accounts (April – December 2020).

75 CLERK'S REPORT – to note

76 GRASS CUTTING CONTRACT

Confidential Report (commercial sensitivities and potential to prejudice competition) from Clerk sent to Members Only – **to resolve** whether to award Contract to the best value contractor based on price; experience; and compliance with insurance and other requirements. The Contract would start on 1 April 2021 and end on 31 March 2025 (subject to successful completion of Year 1 (2021/22)).

77 DATE OF NEXT MEETING - the next Meeting of the Parish Council will take place on Wednesday 17 February 2021. Details will be published on the website.

Agenda Items to be submitted by email to the Clerk by 12NOON on Monday 8 February 2021

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

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

- 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.
- n) The Clerk will do the count for the voting.