

# HAYTON PARISH COUNCIL

Parish Clerk: Hazel Broatch Glasden Cottage Newtown Irthington Carlisle CA6 4NX

Tel: 016977 41766 Email: [clerkhaytonpc@gmail.com](mailto:clerkhaytonpc@gmail.com) [www.haytonparishcouncil.org.uk](http://www.haytonparishcouncil.org.uk)

10 February 2021

Dear Councillor

You are summoned to attend the meeting of Hayton Parish Council to be held **on Wednesday, 17 February 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/88941522387?pwd=WGdGTFcwa3JqTkptRlF4K1FNU1ZEZz09>

**Meeting ID: 889 4152 2387**

**Passcode: 387123**

**You can also dial in** using your phone (charges may apply and audio only):

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

## **78 ROLL CALL AND APOLOGIES FOR ABSENCE**

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

## **79 MINUTES OF THE COUNCIL MEETING held on 20 January 2021**

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

## **80 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.

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## 81 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 16 February 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.

## 82 DEFINITIVE MAP MODIFICATION ORDER (NO 1) 2021

**To resolve** whether to submit any observations (see attached).

## 83 POLICE MATTERS AND REPORTS

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

## 84 PLANNING APPLICATIONS

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

|                |                              |  |
|----------------|------------------------------|--|
| <b>21/0053</b> | Holly Beck, How Mill CA8 9JU | Erection of 1st Floor Extension to Provide Bathroom. |
|----------------|------------------------------|--|

**84.2 To note** the planning application that has been granted permission:

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

**84.3 To resolve** whether to submit any observations on the following planning application:

|                |   |  |
|----------------|---|--|
| <b>21/0101</b> | Willowdale Farm, Fenton, How Mill CA8 9LZ | Variation of Condition 2 (Approved Documents) of Previously Approved Application 18/0695 (Erection of 2No Detached Dwellings) To Amend the Details to Plot 1 |
|----------------|---|--|

## 85 FINANCE

- To note** the receipts received totalling £150.00 (Carlisle City Council Small Scale Community Project Grant)
- To authorise** payment of the accounts listed below totalling £745.36:

| VN | Inv. Date | PAYEE                                 | CHQ. NO. | Purpose of Expenditure | GROSS AMOUNT £ | VAT INCLUDED £ |
|----|-----------|---------------------------------------|----------|------------------------|----------------|----------------|
| 59 | 21/1/21   | Cumbria Association of Local Councils | 101800   | Cllr Training          | 30.00          |                |
| 60 | 10/2/21   | H Broatch                             | 101801   | Clerk Expenses         | 67.18          | 9.21           |
| 61 | 17/2/21   | H Broatch                             | 101802   | Clerk Salary Feb 21    | 518.58         |                |
| 62 | 17/2/21   | HMRC                                  | 101803   | PAYE Feb 21            | 129.60         |                |

- Monthly Bank Reconciliation (January 2021)– to receive and note** the attached reconciliations and balances (internally audited by Cllr J Beardsley)

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## 86 HIGHWAYS CUSTOMER FEEDBACK SURVEY

**To note** the Highways Authority Cumbria County Council are doing a customer feedback survey - <https://cumbria.citizenspace.com/cumbria-county-council/highways-feedback-survey>.

**To resolve** whether to submit a response and if so, how that response should be formulated for return to the Highways Authority.

## 87 CLERK'S REPORT – to note

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

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

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

- 
- 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 81/ 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.