

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

10 June 2021

Dear Councillor

You are summoned to attend the **PARISH COUNCIL MEETING** that will be held at Talkin Village Hall on **Wednesday 16 June 2021** at 7.00pm. The Public and Press are invited to attend. All attending **are required to note and comply with** the arrangements in place for risk management and the need for compliance with the current and relevant Coronavirus Rules (for latest version go onto Meetings page on Website on 16 June 2021).



Clerk

AGENDA

29 CO-OPTION TO PARISH COUNCIL

To note the Clerk's verbal report on co-option and **to resolve** whether to co-opt Councillors. Following any co-options to witness co-opted Councillors signing their Declarations of Acceptance of Office and being welcomed.

To resolve to advertise on Noticeboards and Website any remaining vacancies for co-option.

30 APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence.

31 MINUTES OF THE COUNCIL MEETING held on 19 May 2021

To authorise the Chairman to sign, as a correct record, the minutes of the meeting held on 19 May 2021 (attached)

32 DECLARATIONS OF INTEREST

Members are invited to declare any personal and/or prejudicial interests relating to items on the agenda.

33 APPOINTMENT OF COUNCILLORS TO COUNCIL WORKING GROUPS – to resolve if any additional appointments be made to vacancies.

- Planning Working Group (6) – Cllrs G Clubbs (Heads Nook Ward), J Beardsley (Hayton Ward); N Dunkeld (Corby Hill Ward), and G Jackson (Talkin Ward). 2 vacancies to be filled.
- Policies and Procedures Working Group (4) – 4 vacancies to be filled

34 APPOINTMENT OF REPRESENTATIVES ON OTHER BODIES – to resolve if any additional appointments be made to vacancies.

- Hayton Reading Room Management Committee (4) – Cllrs J Beardsley and R Tinnion. 2 vacancies to be filled.
- Talkin Village Hall Management Committee (2) Cllr G Jackson. 1 vacancy to be filled.

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35 RISK ASSESSMENT

To note the risk assessment for face-to-face meetings based on latest advice and compatible with the risk assessment completed by Talkin Village Hall Management Committee.

36 PUBLIC PARTICIPATION

PUBLIC PARTICIPATION (20 MINUTES ALLOWED) - this agenda item enables Parish Councillors to hear the views, comments and/or complaints from the public. The Parish Councillors can respond. However (unless the items are already on the agenda) no council decisions can be taken at this meeting but, if appropriate, the matters can be put onto a future agenda for decision.

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

37 POLICIES AND PROCEDURES REVIEW – to note Clerk's report (attached) and **to resolve** whether to approve the recommendations in the report.

38 POLICE MATTERS – to resolve whether to submit any matters to the Local Focus Hub.

39 TALKIN VILLAGE HALL ROOF – to note the grant application submitted to CWMET will be scored on Thursday 17 June 21 and if it passes this stage will go to CWMET Trustees Meeting on 15 July 21 for final decision. The Clerk will keep Members informed.

40 APPLICATION TO CORRECT MISTAKEN REGISTRATION OF COMMON LAND CL190

To note Clerk's Report detailing actions taken in consultation with the Chairman.

41 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)

To resolve whether to submit any observations on the following applications:

21/0542	Lyndon Lea, Briar Lanning, Hayton CA8 9HN	Erection of Single Storey Side Extension To Provide Sunroom; Installation of Stainless Steel Flue to North Gable to serve wood burning stove; Creation of Patio Deck
21/0515	Gelt House Farm, Corby Hill CA8 9JD	Erection of Single Storey Extension to Provide Additional Changing Room for Swimming Pool

42 FINANCE

1. Schedule of Payments -to authorise payments totalling £1462.06 (VN 13-17):

VN	Inv. Date	PAYEE	CHQ. NO.	Purpose of Expenditure	GROSS AMOUNT £	VAT INCLUDED £	NET AMOUNT £
13	1/6/21	Countrywide Grounds Maintenance Ltd	101819	Grass Cutting	520.00	86.67	433.33
14	10/6/21	H Broatch	101820	Clerks Expenses	263.88	38.01	225.87
15	16/6/21	H Broatch	101821	Salary June 21	518.58		
16	16/6/21	HMRC	101822	PAYE June 21	129.60		
17	16/6/21	Talkin Village Hall	101823	Venue Hire	30.00		

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2. **Monthly Reconciliation** (May2021)– **to receive and note** the reconciliation and balances authorised by Cllr. J Beardsley, Internal Finance Auditor

43 HAYTON ITEMS/WORKS NEEDED

A number of matters have been reported to the Clerk (see below). **To resolve** whether to take action and if so, what action to take.

The matters are:

Walnut Trees on Village Green need more bark applied to protect roots;

Younger Walnut Tree needs lower limbs removed to prevent children swinging on them;

Lane leading to Community Field badly messed up and Community Field grass damaged by unloading and loading of diggers. This activity has been identified as being caused by grave diggers;

Kissing Gate at entrance to Community Field damaged and needs to be repaired;

Non-compliance with parking restrictions at entrance to Walnut Field has meant that grounds maintenance contractor has not been able to get access with their machinery etc.

44 TALKIN VILLAGE SIGNPOSTS- **to resolve** whether to apply for grant funding towards cost £1904 plus VAT of restoring Talkin Village Signposts.

45 VACANCY FOR CLERK/RFO – to note advertised widely online and in press. Deadline for applications is 1700 on 16 June 2021.

46 DATE OF NEXT MEETING

The next Meeting of the Parish Council will take place on Wednesday 21 July 2021 in Heads Nook Village Hall at 7pm. Agenda Items to be submitted to the Clerk by 12NOON on Monday 12 July 2021.

Please check latest version of risk assessment before attending the meeting on the 16 June 2021 by going to Council Meetings Page at www.haytonparishcouncil.org.uk.

Please note the Parish Council reserves the right to refuse admittance if non-compliance poses a safety risk to those in attendance.