

HAYTON PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW

Tel: 0750 800 1602

Email: clerkhaytonpc@gmail.com www.haytonparishcouncil.org.uk

Minutes of Hayton Parish Council Annual Council Meeting held on Wednesday 18 May 2020 at 7.00pm in Hayton Reading Room.

Present: G Clubbs (Chair), J Beardsley, D Byers, J Crozier, C Culley, J Dowling, N Dunkeld, G Jackson R Tinnion

Also Present: N Phillips (Clerk/RFO), City Cllr S Higgs, County Cllr R Dobson

1. APOLOGIES FOR ABSENCE

Apologies received and accepted from City Cllr M Bowman

2. ELECTION OF CHAIR –Cllr G Clubbs was elected for the year 2022-23.

3. CHAIR’S DECLARATION OF ACCEPTANCE OF OFFICE

Received the Chair’s Declaration of Acceptance of Office

4. APPOINTMENT OF VICE CHAIR – Cllr R Tinnion was elected for the year 2022-23

5. MINUTES OF THE COUNCIL MEETING held on 16 March 2022

Authorised the chair to sign, as a correct record, the minutes of the meeting held on 16 March 2022.

6. DECLARATIONS OF INTEREST

Cllr D Byers declared personal and prejudicial interest as a Member of Hayton Reading Room Committee

Cllr J Dowling declared personal and prejudicial interest as a Member of Hayton Reading Room Committee

Cllr G Jackson declared personal and prejudicial interest as a Member of Talkin Village Hall Management Committee

Cllr R Tinnion declared personal and prejudicial interests as:

A Member of Carlisle City Council Development and Control Committee; a Member of Hayton Reading Room Committee; and a Member of Hayton Playing Field Committee.

7. APPOINTMENT OF COUNCILLORS TO COUNCIL WORKING GROUPS

Planning working group (6) Cllrs G Clubbs(Chair), J Beardsley, C Culley, J Dowling, N Dunkeld & G Jackson

Internal audit (Finance Management) (1) Cllr J Beardsley

Policies and Procedures working group (4) Cllrs G Clubbs (chair), J Crozier, J Dowling, R Tinnion

8. APPOINTMENT OF REPRESENTATIVES ON OTHER BODIES

Hayton Reading Room Management Committee Cllrs J Dowling and D Byers

Talkin Village Hall Management Committee Cllr G Jackson

9. YEAR END ACCOUNTS 2021/22– Noted the accounts as presented.

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10. INTERNAL AUDIT

INTERNAL AUDITORS REPORT 2021/22

Reviewed and noted the Internal Auditor's Report for year ending 31 March 2022.

11. APPOINT INTERNAL AUDITOR 2022/23

Resolved to appoint Kate Beaty as Internal Auditor for 2022/23 at a fee of £90.00.

12. ANNUAL AGAR RETURN 2021/22 –

- a. **Resolved** to complete a Certificate of Exemption for 2021/22 and **authorised** the Chairman to sign.
- b. **Resolved** to authorise the Chairman to sign Annual Governance Statement 2021/22.
- c. **Resolved** to authorise the Chairman to sign Accounting Statement 2021/22.
- d. **Noted** that the public will be advised that they have the right to inspect the accounting records for 2021/22 between 13 June – 22 July 2022.

13. PUBLIC PARTICIPATION – No members of public in attendance

14. CITY COUNCILLOR AND COUNTY COUNCILLOR REPORTS – Received the following items for information

R Dobson

- New shadow authority has met, has few legal powers at this stage and currently the City and County authorities keep the powers and duties as they are until vesting date for the new council.
- Parish councils are likely to be more involved – but not sure yet what extra will be delegated.
- Appears that there is a problem with effluent being discharged into Cairn Beck
- Interest in 20mph speed limits will be considered at local committee level and that a priority might be villages with schools.
- National Highways to conduct a road safety audit on A69.
- 6 Months ago Roadlink were requested to lower curbs at Eden Chester.

S Higgs highlighted free events in Carlisle

- Jubilee events – beacon lighting at Castle
- Big lunch in Bitts Park on Sunday 5 June
- repeat of Hawker festival 9-12 June

15. POLICE MATTERS – Resolved to report again vandalism to the bus shelter again. Clerk to investigate costs of repair.

16. PLANNING APPLICATIONS -

- a. Resolved to submit the observations as below

22/0386	Byegill Farm, Corby Hill, Carlisle, CA4 8QB	Extension To Existing Agricultural Storage Shed And Erection Of Enclosed Wash Bay/Fuelling Station For Farm Vehicles	Support
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22/0336	1 Hillcrest, Little Corby, Carlisle, CA4 8QJ	Demolition Of Conservatory; Erection Of Single Storey Rear Extension To Provide Additional Living Accommodation; Erection Of Detached Summerhouse	No observation
22/0370	Park House, Heads Nook, Brampton, CA8 9BS	Demolition Of Cottage & Erection Of Replacement Dwelling	No observations

- b. Noted the following applications that were emailed to the planning committee for comment and comments made online by the clerk.

22/0213	Greenholme Farm, Corby Hill, Carlisle, CA4 8QB	Erection Of Single Storey Building To Provide Workshop, Store And Garages (Revised Application)	No observations
22/0221	The Old Barn, Nobles Farm, Hayton, Brampton, CA8 9HR	Erection Of Field Shelter For Horses	No observations
22/0214	The Forge, Skellion Farm, How Mill, Brampton, CA8 9JL	Variation Of Condition 15 & Removal Of Condition 16 Of Previously Approved Permission 14/0003 (Erection Of 1 No. Holiday Letting Unit On Site Of Redundant Agricultural Building) To Enable Mixed Residential And Holiday Let Use Of The Forge/Barn 'B'	No observations
22/0223	Noble Garth, Hayton, Brampton, CA8 9HR	Change Of Use Of Property From Dwelling To Holiday Let	No observations
22/0294	Greenholme Lodge Barns, Corby Hill, CA4 8QT	Conversion And Extensions To Create 7no. Dwellings (Revised Application)	No observations
22/0288	Greenholme Lodge Barns, Corby Hill, CA4 8QT	Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 20/0085 (Conversion And Extensions To Create 7No. Dwellings) To Redesign Layout And Openings	No observations
22/0311	Summerfield, Heads Nook, Brampton, CA8 9AR	Demolition Of Existing Conservatory & Erection Of Two Storey Front & Side Extension To Provide Additional Living Space Together With Single Storey Side	No observations

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		Extension To Provide Garden Room & Internal Alterations	
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c. Noted the following applications were granted approval

21/1131	Chapel House Caravan Park, Talkin, Brampton CA8 1LP	Removal Of Condition 6 (To Allow Holiday Occupation Of Static Holiday Caravans For 12 Months) And Variation of Conditions 5 And 7 (To Allow Siting of 32 Static Holiday Caravans) Of Previously Approved Application 81/0590
22/0042	The Hayloft & The Byre, Fenton, How Mill, Brampton, CA8 9JZ	Regularization Of Previously Approved Listed Building Consent 92/0691 (Retrospective Application For Alteration & Extension To Convert Barn To 2no. Self Catering Units, Including Rebuilding Of Front Wall) For Fascias & Black PVCu Rainwater Goods On Rear Elevation, Ridge Vents, Removal Of Satellite Dish & Relocation Of TV Aerial To The Rear (LBC)
22/0060	Green Acres, Allenwood, Heads Nook, Brampton, CA8 9AF	Demolition Of Existing Single Storey Side Extension & Garage; Erection Of Two Storey Side Extension To Provide Additional Living Accommodation & Store On Ground Floor With 3no. En-Suite Bedrooms & Office Above
21/0449	Land at Stonehouse Farm, Hayton, Brampton, CA8 9JE	Demolition of Barns, Erection of 9no Dwellings and Associated Infrastructure
22/0139	Greenholme Farm, Corby Hill, Carlisle, CA4 8QB	Rendering Of Dwelling Along With The Addition Of Stone Quoins, Plinth & False Doorway
22/0148	Stonehouse Farm, Hayton, Brampton, CA8 9JE	Erection Of Detached Garage And Formation Of Gravelled Access Drive
21/1169	Lane End Inn, Hayton Lane End, Hayton, Brampton, CA8 9JB	Proposed Re-Modelling Of Inn Including A "Winter Garden" Extension With Retractable Roof; Indoor/Outdoor Play Areas; Porch; Entrance Canopy; Car Park And Associated Infrastructure

17. FINANCE

a. **Payments- Authorised** schedule of payments totalling £3382.36 (VN 04-15)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT	VAT	Gross
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					£	INCLUDED £	AMOUNT £
VN04	30/03/2022	CALC	TR2437	Training course, NP, Year end	30.00	-	30.00
VN05	01/04/2022	J Tranter	875215	Fitting of new bench (WI)	152.00	-	152.00
VN06	04/04/2022	John Kelly	JK-015	Website and Domain renewal	128.73	-	128.73
VN07	01/04/2022	Countrywide Grounds Maintenance	INV00000000228356	Grass cutting April	433.33	86.67	520.00
VN08	12/04/2022	Information Commissioner's Office	DD	Data Protection renewal	40.00	-	40.00
VN09	14/04/2022	Kate Beaty	EP	Annual Audit	90.00	-	90.00
VN10	02/05/2022	N Phillips	EP	Salary May	672.75	-	672.75
VN11	06/05/2022	N Phillips	EP	Clerk's Expenses	370.29	36.19	406.48
VN12	18/05/2022	Hayton Reading Room	EP	Room Hire	30.00	-	30.00
VN13	10/05/2022	Defib Store	HPC030	Batteries and pads for Defibrillators	352.00	70.40	422.40
VN14	10/05/2022	Countrywide Grounds Maintenance	INV00000000233181	Grass cutting May	433.33	86.67	520.00
VN15	11/05/2022	CALC	Annual Subs Hayton	Annual Subscription	370.00	-	370.00

- b. **Monthly reconciliation (March and April 2022) – Received and noted** the reconciliation and balances authorised by Cllr Beardsley, Internal Finance Auditor.
 - c. **Monthly budget update- Received and noted**
 - d. **Receipt – Noted** receipt from Carlisle City Council (Precept IN01) of £19500.
 - e. **TRANSFER-** noted that the Clerk has transferred £10000 from the Premium to Community account.
18. **PROPOSAL FOR STREET NAME- Resolved** to accept the proposed street name as Fairfields, the new development near to Woodlands in Hayton.
 19. **TREE GUARDS- Resolved** to order the tree guards subject to a slight re-design and approval of new design by councillors via email.
 20. **HIGHWAYS UPDATE- Received** for information an update on Highways procedures and protocol for dealing with mud on the highway. Photographs were shown of the typical states roads and footways are being left in by agricultural contractors. Cllr Clubbs appraised councillors of the legal duties of contractors and the protocol between County Highways department and the Police. County Cllr Dobson to raise issues at County level to ensure that the protocol is being followed.
 21. **Councillors' reports and items for future agenda**
Dropped kerbs in Millriggs and state of footpaths
Parish Council Policies, procedures and risk assessment.
 22. **Clerk's report – Noted.**
 23. **Date of next meeting**
The next meeting of the Parish Council will take place on Wednesday 15th June 2022 in Hayton Reading Room at 7pm.
Agenda items to be submitted to the Clerk by 12 noon on Monday 6th June 2022.