

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

Tuesday, 7 June 2022

Dear Councillor

You are summoned to attend the **PARISH COUNCIL MEETING** that will be held at Hayton reading Room on **Wednesday 15 June 2022** at 7.00pm. The Public and Press are invited to attend.



Clerk

AGENDA

24. APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

25. MINUTES OF THE COUNCIL MEETING held on 18 May 2022

To authorise the chair to sign, as a correct record, the minutes of the meeting held on 18 May 2022 (attached).

26. DECLARATIONS OF INTEREST

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

27. 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.

28. CITY COUNCILLOR AND COUNTY COUNCILLOR REPORTS – to receive items for information (items raised for decision will appear on the agenda for the next meeting subject to agreement by the council.)

29. POLICE MATTERS – to resolve

whether to submit any matters to the Local Focus Hub.

Speeding and violent threats in Talkin

30. 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)

a. To resolve whether to submit any observations on the following applications

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22/0446	Land at Stonehouse Farm, Hayton, Brampton, CA8 9JE	Removal Of Condition 23 (Visibility Splays To Plot 1) Of Previously Approved Permission 21/0449 (Demolition of Barns, Erection of 9no Dwellings and Associated Infrastructure)
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b. To Note the following applications were granted approval

22/0331	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 Extension To Provide Garden Room & Internal Alterations
22/0221	The Old Barn, Nobles Farm, Hayton, Brampton, CA8 9HR	Erection Of Field Shelter For Horses
22/0223	Noble Garth, Hayton, Brampton, CA8 9HR	Change Of Use Of Property From Dwelling To Holiday Let

31. FINANCE

a. **Payments- to authorise** schedule of payments totalling £1535.54 (VN 16-22)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	TOTAL AMOUNT £
VN16	16/06/2022	N Phillips	Sal Jun	Salary June	672.75	-	672.75
VN17	16/06/2022	N Phillips	EXP Jun	Expenses June	35.20	3.59	38.79
VN18	26/05/2022	CALC	TR2533	Training Course C Culley Code of Conduct	15.00	-	15.00
VN19	27/05/2022	Jason Thompson	Guards deposit	Tree Guards	239.00	-	239.00
VN20	15/06/2022	Hayton Reading Room	Room Hire June	Room Hire	30.00	-	30.00
VN21	07/06/2022	Countrywide Grounds Maintenance	INV00000000238036	Grass Cutting June	433.33	86.67	520.00
VN22	08/06/2022	CALC	TR2541	Training Course C Culley Effective Councillor 1	20.00	-	20.00

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- b. **Monthly reconciliation (May 2022) – to receive and note** the reconciliation and balances authorised by Cllr Beardsley, Internal Finance Auditor.
 - c. **Monthly budget update- to receive and note**
 - d. **To Note** that Payment VN08 (Direct Debit to Information Commissioner’s Office) was reduced from £40 as billed to £35 as it was a direct debit.
32. Dropped kerbs and footpaths in Millriggs – Report to follow
33. Parish Council Policies, Procedures and Risk Assessment – To receive, note the contents and agree any changes:
- a. Communications Policy
 - b. Complaints Procedure
 - c. Data Protection Policy
 - d. Disciplinary Policy and Procedures
 - e. Document Management Policy
 - f. Environmental Management Policy
 - g. Equal Opportunities Policy
 - h. Equality and Diversity Policy
 - i. Financial Regulations
 - j. Freedom of Information Policy
 - k. Health and Safety Policy
 - l. Recording and Filming Protocol
 - m. Risk Assessment and Internal Audit Policy
 - n. Risk Management Policy
34. Bus Shelter in Corby Hill – quote to follow.
35. Grass Cutting at Corby Hill- Discussion and possible solutions.
36. **Talkin Village Hall** – To note that work is progressing well and to Authorise the clerk to complete the paperwork for Cumbria Waste Management as soon as the invoice is received.
- 37. Councillors’ reports and items for future agenda**
Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.
38. **Date of next meeting**
The next meeting of the Parish Council will take place on Wednesday 20 July 2022 in Heads Nook Village Hall at 7pm.
Agenda items to be submitted to the Clerk by 12 noon on Monday 11 July 2022.