

# HAYTON PARISH COUNCIL

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

Tel: 0750 800 1602

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

**Minutes of the Hayton Parish Council meeting held on Wednesday 15 May 2024 at 7.00pm in Heads Nook Village Hall.**

**Present:** G Clubbs (Chair), D Byers, C Culley, J Dowling, R Tinnion, R Hayton (co-opted in item 6)

**Also Present:** N Phillips (Clerk/RFO), 6 members of the public

## Minutes

### 1. APOLOGIES FOR ABSENCE

received apologies and approved reasons for absence from Cllr Blythe and Cllr Denby

### 2. Election of Chair – Cllr Clubbs re-elected as chair

### 3. Chair's Declaration of Acceptance of Office –received the Chair's declaration

### 4. Election of Vice Chair – Cllr Tinnion re-elected as vice chair.

### 5. MINUTES OF THE COUNCIL MEETING held on 20 March 2024

authorised the chair to sign, as a correct record, the minutes of the meeting held on 20 March 2024.

### 6. Co-option of councillors –resolved to co-opt Rachel Hayton and Hillary Denby as councillors.

### 7. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION – no new declarations made

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any personal interests in items on the agenda and their nature
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
- d. To make any requests for dispensation

### 8. Appointment of Councillors to councillor working groups and other bodies

- a. Planning working group -Cllrs Clubbs, Dowling, Blythe, Jackson and Culley
- b. Finance Management- Cllr Culley
- c. Policies and Procedures working group Cllrs Clubbs, Tinnion, Dowling, and Hayton
- d. Hayton Reading Room Committee – Cllrs Byers and Dowling

### 9. Year End Accounts –noted the accounts statement.

### 10. Internal Auditor 2024-25 –resolved to re-appoint the current internal auditor.

### 11. RISK ASESMENT AND INTERNAL AUDIT POLICY –resolved to -re-adopt the policy without changes.

### 12. Internal audit report –noted that there were no actions.

### 13. ANNUAL AGAR RETURN 2023/43 –

- a. **resolved** to authorise the Chair to sign Annual Governance Statement 2023/24
- b. **resolved** to authorise the Chair to sign Accounting Statement 2023/24

# HAYTON PARISH COUNCIL

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

Tel: 0750 800 1602

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

## 14. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public - none

## 15. PUBLIC PARTICIPATION

**PUBLIC PARTICIPATION (20 MINUTES ALLOWED)** - all had attended to discuss application 24/0200.

Four were concerned about the use of the Layby and how this would be impacted with the potential development. The layby being needed to alleviate the parking issues on the road. The layby being used by people using the doctors surgery, picking up children from school bus, farmers moving livestock as well as people using public transport. 4 people were concerned about loss of amenity. There is a small dyke in the field which would be impacted by the planned suds pond and has flooded in the past.

The two applicants attended to discuss the positive impacts that could be seen by the development. They stated that there is a demand for self build plots in the area. Outline application is for up to 20 plots, ie a low density development. Any development would be tightly regulated in terms of design and working times. It is expected that the majority of self builders would be people who were "empty nesters" and therefore no impact on local schools or extra school traffic. The applicants understand the concerns raised and noted that the layby is not part of the development. Access would be through the field gate that opens onto the layby.

## 16. CUMBERLAND COUNCILLOR REPORTS—no Cumberland Councillor present.

## 17. POLICE MATTERS –resolved not to submit any matters to the Local Focus Hub.

## 18. PLANNING APPLICATIONS -

a. resolved to submit any observations on the following applications

24/0200	Land at Cardunneth, Langley Gardens, Corby Hill, Carlisle, CA4 8PJ	Erection Of Up To 20no. Plots For Self-Build And Custom Housebuilding (Outline Application With All Matters Reserved Apart From Access)
---------	--	---

The Parish Council objects in terms of loss of a local amenity in that the layby would be lost resulting in increased parking on the highway. Whilst the developer has stated that any purchasers would have a maximum time limit for completion we would like to see this included within any potential planning consent as a condition. There is also a concern about the congestion at a junction which is currently served by a mirror to enable motorists to safely turn. It is noted that Roadlink have not been consulted and we would like to see that this take place. If the plots were unsold we would like to see a condition that they would not be considered for development in a different manner. We would like to see where potential section 106 money would be spent. There is an inadequate footway linking the proposed development and the A69 controlled crossing point as the existing footway is a width of 0.5m in places. There is also a concern that this development is not in the local plan and is on a greenfield site and 20 houses could not be considered to be a windfall development.



## HAYTON PARISH COUNCIL

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

Tel: 0750 800 1602      Email: [clerkhaytonpc@gmail.com](mailto:clerkhaytonpc@gmail.com)    [www.haytonparishcouncil.org.uk](http://www.haytonparishcouncil.org.uk)

4	16/05/2024	Nicholas Phillips	0	Clerk's Salary	709.13	0.00	709.13
5	16/05/2024	HMRC	0	HMRC	148.25	0.00	148.25
6	16/05/2024	Countrywide Grounds Maintenance	566009	Grass contract	532.50	106.50	639.00
7	16/05/2024	Nicholas Phillips	0	Clerk's Expenses	7.72	0.00	7.72
8	16/05/2024	Cumbria Association of Local Councils	HAYTON PARISH	Annual Subscription	432.45	0.00	432.45
9	16/05/2024	Countrywide Grounds Maintenance	570484	Grass contract	532.50	106.50	639.00
10	16/05/2024	Heads Nook Village Hall Committee	0	Room Hire	30.00	0.00	30.00
11	01/05/2024	John Kelly	JK-025	Website fee	190.21	0.00	190.21
12	16/05/2024	Information Commissioner	0	Annual Subscription	35.00	0.00	35.00
13	01/05/2024	Solway Garden and Landscapes	INV0348	Noticeboard installation	190.00	38.00	228.00
14	01/05/2024	Scribe Accounts	INV-5887	Annual Subscription	408.00	81.60	489.60
15	02/04/2024	WaterPlus		Water Fee	10.06	0.00	10.06
16	30/04/2024	WaterPlus		Water Fee	10.67	0.00	10.67
17	16/05/2024	Kate Beaty	HPC Audit	Annual Audit	100.00	0.00	100.00

- b. **Monthly reconciliation (April 2024) -received and noted** the reconciliation and balances checked by Cllr Culley.
  - c. **Monthly budget update- received and noted**
  - d. **Receipt –noted** receipt from Cumberland Council £19500, R01 -Precept.
20. Dates of future meetings –noted the attached schedule and asked Clerk to look at possibility of moving to Thursday meetings.
21. Standing Orders –resolved to re-adopt the standing orders.
22. Neighbourhood Plan- received reports and resolved not to formulate a neighbourhood plan.
23. Communication within the Council – discussed and decided to continue to use email.
- 24. Councillors' reports and items for future agenda**
- Parking on Pavement
  - Fibre installation in Millriggs
  - Stones on border of Highway Fenton/Faugh area
  - Liaison meetings between Wannop and local community and people are being sought to join the group.
25. **Date of next meeting**
- The next meeting of the Parish Council** will take place on Wednesday 19 June 2024 in Hayton Reading Room at 7.00pm.
- Agenda items to be submitted to the Clerk by 12 noon on Monday 10 June 2024.
- Meeting closed at 20.50