

# HAYTON PARISH COUNCIL

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

Tel: 0750 800 1602

Email: [clerk@Hayton-pc.gov.uk](mailto:clerk@Hayton-pc.gov.uk) [www.haytonparishcouncil.org.uk](http://www.haytonparishcouncil.org.uk)

**Minutes of the Annual Parish Meeting and Hayton Parish Council meeting held on Wednesday 19 March 2025 at 7.00pm in Talkin Village Hall.**

**Present:** G Clubbs (Chair), I Blythe, D Byers, C Culley, H Denby, J Dowling, R Hayton, G Jackson, R Tinnion

**Also Present:** N Phillips (Clerk/RFO) Cumberland Councillor R Dobson, One member of the public.

137. **APOLOGIES FOR ABSENCE** - None

138. **Chairman's report** –noted the Chair's report.

139. **Public Participation** – none

## Parish Council Meeting

140. **MINUTES OF THE COUNCIL MEETING held on 19 February 2025** - authorised the chair to sign, as a correct record, the minutes of the meeting held on 19 February 2025.

141. **DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION** – Cllr Clubbs declared a non pecuniary interest in application 25-0017-tpo, Cllr Dowling declared a non pecuniary interest in application 25/0083. Neither took part in discussions on those applications.

142. **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

143. **PUBLIC PARTICIPATION** -none

144. **CUMBERLAND COUNCILLOR REPORTS**–received the following items for information Cumberland Council have approved their budget. With the need to borrow/sell assets upto a value to £23m with a budget of £8m for pothole repairs amongst other headline figures. Planning – lots in last meeting about improvements to Carlisle including Court Square and new vehicular access to the station from James Street. With the new university facilities being approved. The majority of this work being funded by Levelling up funds from central government. ESK Quarry liaison meeting to take place, Cllr Clubbs has confirmed his attendance.

145. **POLICE MATTERS** –resolved not to submit any matters to the Local Focus Hub.

146. **PLANNING APPLICATIONS** -

a. resolved to submit observations on the following applications as detailed

|  |  |  |
|--|--|--|
| 25-0017-tpo  | 6 Clover Meadows, Heads Nook, Brampton, CA8 9AW      | Removal Of 1no. Lime Tree (T2) Subject To TPO220 |
| The Parish Council is not in a position to support this application as they do not have details of the reasons for removal of a tree subject to a TPO such as an independent arboriculture report. |  |  |
| 25/0110  | 1 Little Corby Road, Little Corby, Carlisle, CA4 8QN | Erection Of Detached Garage                      |

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|  |  |  |
|--|--|--|
| No observations  |  |  |
| 25/0104  | Jonathans Farmhouse, Fenton, How Mill, Brampton, CA8 9JZ                     | Change Of Use Of Land To Residential Garden Meadow (Part Retrospective)  |
| Support this application as it increases biodiversity. |  |  |
| 25/0083  | Stonehouse Farm, Hayton, Brampton, CA8 9JE                                   | Variation Of Condition 2 (Approved Documents) Of Previously Approved Permission 22/0148 (Erection Of Detached Garage And Formation Of Gravelled Access Drive) To Change Orientation Of Roof To Match House And Extension; Relocate Windows From Rear Elevation To Side/Garden Elevation  |
| No observations  |  |  |
| 25/0080  | Grove House, How Mill, Brampton, CA8 9JN                                     | Demolition Of Rear Lean To; Erection Of Two Storey Rear Extension To Provide Additional Living Accommodation On Ground Floor With 2no. Bedrooms (1no. En-Suite) Above  |
| No observations  |  |  |
| 25/0056  | Gelt Bridge (Gelt Viaduct), How Street, Hayton, Carlisle, CA8 9JJ            | Repair Works To Gelt Bridge (LBC)  |
| Support as it will improve safety.                     |  |  |
| 25/0054  | Castello Cottages, Garden Walk, Edmond Castle, Corby Hill, Carlisle, CA4 8QD | Variation Of Conditions 3 (Holiday Let Restriction); 4 (Nature Of Occupation) & 5 (Bound Register) Of Previously Approved Permission 11/1063 (Erection Of A Single Terrace Of 4no. Two Storey Holiday Let Units With Associated Access And Parking) To Enable Mixed Residential (Use Class C3) & Holiday Let Use (Sui Generis) |
| No observations  |  |  |

### 147. FINANCE

#### a. Payments- to authorise schedule of payments totalling £1781.84 (VN 77-84) 2024-25

| VN | Inv. Date  | PAYEE                 | CHQ. NO/<br>Ref no                | Purpose of<br>Expenditure | AMOUNT<br>£ | VAT<br>INCLUDED<br>£ | NET<br>AMOUNT<br>£ |
|----|------------|-----------------------|-----------------------------------|---------------------------|-------------|----------------------|--------------------|
| 78 | 28/02/2025 | WaterPlus             | 0                                 | Allotment water fee       | 6.79        | 0.00                 | 6.79               |
| 79 | 20/03/2025 | Nicholas Phillips     | 0                                 | Clerk's Salary            | 733.38      | 0.00                 | 733.38             |
| 80 | 20/03/2025 | HMRC                  | 0                                 | HMRC                      | 165.94      | 0.00                 | 165.94             |
| 81 | 20/03/2025 | Nicholas Phillips     | 0                                 | Clerk's Expenses          | 23.73       | 0.00                 | 23.73              |
| 81 | 20/03/2025 | Nicholas Phillips     | 0                                 | Clerk's Expenses          | 312.00      | 0.00                 | 312.00             |
| 82 | 20/03/2025 | Talkin Village Hall   | Room Hire - Hayton Parish Council | Room Hire                 | 30.00       | 0.00                 | 30.00              |
| 77 | 20/03/2025 | WJP Software Ltd      | IN24-1075                         | Website fee               | 225.00      | 45.00                | 270.00             |
| 83 | 31/03/2025 | Unity Trust Bank      |                                   | Bank Charge               | 6.00        | 0.00                 | 6.00               |
| 84 | 20/03/2025 | Cumbria Clock Company | 20083                             | Church Clock              | 195.00      | 39.00                | 234.00             |

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- b. **Payments- to authorise** schedule of payments totalling £905.32 (VN 1-3) 2025-26 Please note that VN2 & 3 are subject to change due to HMRC code changes..

| VN | Inv. Date  | PAYEE             | CHQ. NO/ Ref no | Purpose of Expenditure | AMOUNT £ | VAT INCLUDED £ | NET AMOUNT £ |
|----|------------|-------------------|-----------------|------------------------|----------|----------------|--------------|
| 2  | 16/04/2025 | Nicholas Phillips | 0               | Clerk's Salary         | 733.38   | 0.00           | 733.38       |
| 3  | 16/04/2025 | HMRC              | 0               | HMRC                   | 165.94   | 0.00           | 165.94       |
| 1  | 30/04/2025 | Unity Trust Bank  | 0               | Bank Charges           | 6.00     | 0.00           | 6.00         |

- c. **Monthly reconciliation (February 2025) –received and noted** the reconciliation and balances checked by Cllr Culley.
- d. **Monthly budget update- received and noted**
- e. **Receipt –noted** receipt from Barclays Bank – Interest £72.58 R08.
- f. **noted that all Barclays accounts are now closed and funds transferred to Unity Trust Bank.**
- g. **note that the claim for VAT of £1186.44 with HMRC has now been paid as has the invoice from Hayton Church.**

148.Potholes – Discussed and resolved to report the what 3 words address to the Clerk to report centrally and the clerk to put a link on the website directing members of the public to the HIAMS system.

149.Sexual Harassment Policy- resolved to adopt the recommended policy.

**150.Clerk's verbal report:** received feedback on the following items

- a. Removal of Lamp Column in Hayton Village – have contacted various officers with no progress as yet – Cllr Dobson was asked to see if he can find out when it was being replaced.

**151.Councillors' reports and items for future agenda**

Rabbits on Community field.

Community Pantomime

**Date of next meeting**

**The Annual meeting of the Parish Council** will take place on Wednesday 21 May 2025 in Heads Nook Village Hall at 7.00pm.

Agenda items to be submitted to the Clerk by 12 noon on 9 May 2025.

Meeting closed at 19.45