



**Chairman: Cllr A Sisson**

**Clerk: Sarah Kyle  
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15<sup>th</sup> September 2021

Dear Councillor

You are summoned to attend a **meeting of Hethersgill Parish Council on Tuesday 21<sup>st</sup> September in the Parish Hall, Hethersgill at 7.30pm.**

Please let me know, in writing, if you are unable to attend. Please do not attend if you have any COVID-19 symptoms.

Yours faithfully

Sarah Kyle  
**Clerk and Responsible Financial Officer**

### **Agenda**

- 1. Apologies for absence:** to receive apologies and approve reasons for absence
- 2. Declarations of Interest and Request for Dispensations:**
  - a) The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to;
  - b) receive declarations by members of interests in respect of items on this agenda
- 3. Minutes of the meeting of the Parish Council held on 20<sup>th</sup> July 2021**

To receive and approve the accuracy of the [attached](#) last minutes of the Parish Council and to authorise the Chairman to sign
- 4. Public Participation**

In accordance with Standing Order 3e the Chairman will, at her discretion:

  - a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting and;
  - b) receive reports from City and County Councillors
- 5. Administrative Matters**
  - 5.1 Broadband**

To consider any update with improvements in the parish a
  - 5.2 Parish Survey**

To consider an update with any matters arising from the publication of the survey
  - 5.3 Local Government Restructuring**

To note receipt of a letter from Neil Hudson MP

## 5.4 Queen's Platinum Jubilee Beacons 2<sup>nd</sup> July 2022

To further consider the above, including the expected cost of a beacon

## 6. Highways Matters

### 6.1 Updates

To verbally update on previously reported matters and bring new issues to the attention of the Clerk

### 6.2 Himalayan Balsam

To resolve to adopt the volunteers as a working group of the Parish Council

## 7. Finance Matters

### 7.1 Payments

To resolve to authorise two Councillors to sign to permit the payments below

- Sarah Kyle, August Salary, £229.32
- Sarah Kyle, September Salary, £229.52
- HMRC, August PAYE, £57.40
- HMRC, September PAYE, £57.20

### 7.2 Bank Reconciliation and Budget Update

To note the [attached](#) budgetary update and agree the bank reconciliation

## 8. Planning Matters:

**21/0862 Mount Pleasant, Hethersgill, Carlisle, CA6 6ES** - Demolition Of Garage & Store, Front Porch & Rear Conservatory; Erection Of Single Storey Side And Front Extensions To Provide Additional Living Accommodation

**To consider the Parish Council response**

**21/0783 Yew House, Sikeside, Kirklington, Carlisle, CA6 6DR** - Erection Of Storage Shed (Retrospective)

**To consider the Parish Council response**

**21/0688 Stone Flatts, Kirklington, Carlisle, CA6 6DL** - Proposal To Roof Over Existing Cattle Feeding Yard

**To note that permission has been granted**

**21/0813 Grain Head, Hethersgill, Carlisle, CA6 6HD** - Roofing Over Of Existing Muck Midden

**To note that the Clerk responded under delegated powers with "no representations"**

**21/0666 Yew House, Sikeside, Kirklington, Carlisle, CA6 6DR** - Installation Of 16no. Roof Mounted Solar Panels To Rear Elevation (LBC)

**To note that the application has been withdrawn**

## 9. Councillor Matters: To bring to the attention of the Clerk any new issues on behalf of residents

*Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council. Future agenda items should be submitted to the Clerk by 5<sup>th</sup> November 2021*

## 10. Date of Next Meeting

To resolve that the next of the Parish Council will be held in Hethersgill Parish Hall on Tuesday 16<sup>th</sup> November at 7.30pm. The meeting will take place subject to business to transact, COVID regulations, hall accessibility and member availability at that time.

*Members are reminded that, in accordance with the code of conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'notification by member of pecuniary and other registrable interests' form. The code places a duty on all parish councillors to ensure that the information given in their notice of interest is current and it is a breach of the code should parish councillors fail to give further notice in order to ensure that their personal interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.*

## HETHERSGILL PARISH COUNCIL

### Minutes of a Meeting held on Tuesday 20 July 2021 at 7.30pm in the Parish Hall, Hethersgill

**Present** Cllr A Sisson (Chair), Cllrs S Barrett, F Heaton, A Gash, A Oswin, A Smith and C Williams.

**In Attendance** the Clerk, S Kyle.

#### ACTION

**028/21 Apologies for Absence**

Apologies were received and accepted from Cllr M Irving and County Cllr J Mallinson.

**029/21 Request for Dispensations and Declarations of Interest**

Cllr Gash declared an interest in planning applications 21/0641 and 21/0666, due to residing in an adjacent property. No requests for dispensations were received.

**030/21 Minutes of a Meeting of the Parish Council held on 4<sup>th</sup> May 2021**

**Resolved** that the Chairman be authorised to sign the minutes of the last Parish Council meeting as a true record.

**031/21 Public Participation**

No members of the public were present.

**032/21 Administrative Matters**

**032.1 Broadband**

It was noted that a response to the survey, discussed in May, had been compiled by Cllr Barrett and submitted. Any response received from the survey will be circulated in due course.

**032.2 Parish Survey**

It was noted that there had been no progress with the above however works would start now that COVID restrictions had being lifted.

**032.3 Co-option Policy**

A co-option policy had been formulated and circulated prior to the meeting. It was noted that one member of the public was interested in standing for the current vacancy.

**Resolved** to adopt the policy with immediate effect.

**032.4 Queen's Platinum Jubilee Beacons 2<sup>nd</sup> July 2022**

It was noted that the planned VE Day celebrations, postponed from 2020, would be hopefully resurrected for the above weekend. It was agreed that if a beacon could be obtained then a high point in the parish would be required to light it.

**Resolved** to investigate the purchase of a beacon and to request in the next Gill that local landowners consider the temporary siting of it in a suitable high point in the parish.

**032.5 Code of Conduct**

**Resolved** to adopt the updated Code, as previously circulated to all members.

**032.6 Border Rambler Bus**

It was noted that a new and updated bus service, twice per week, had resumed. This will be communicated in the next Gill.

**032.7 Carlisle City Council's New Carlisle Plan for 2021 – 2023**

The link to the above had been previously circulated and Cllrs were encouraged to read and respond individually. The lack of inclusion of rural parishes was highlighted as a cause for concern.

Signed (Chairman).....  
21<sup>st</sup> September 2021

### 033.8 Parliamentary Constituency Boundaries

The above consultation was noted. It was also noted that a decision to the local government review for Cumbria was imminent.

## 033/21 Highways Matters

### 033.1 Updates

It was noted that the streetlamp adjacent to Dacre Road had been repaired.

### 033.2 Highways Information Management System

Information regarding the new highways reporting system had been circulated to all members and they were encouraged to not only use it but encourage members of the public to report issues directly with it.

### 022.2 Himalayan Balsam

It was noted that some Balsam had been successfully removed with approximately 50 volunteer hours already been amassed. Issues recruiting volunteers and the sheer size of the Balsam problem were however causing delays to the project. It was noted that some landowners had agreed consent for the Community Payback teams to undertake clearing on larger areas; thanks were offered to Cllr Shepherd for coordinating this initiative. A need to purchase equipment and engage contractors to work in certain areas, necessitating funding, was also discussed.

**Resolved** that the Parish Council can act as the accountable body for the volunteer group, offering them an ability to apply for grant funding for 2022 efforts. The group to also be encouraged to apply to the Council for funding if required. A full report of efforts to date is to be circulated in the next Gill.

CW

## 034/21 Finance Matters

### 034.1 Payments

**Resolved** to approve payments, including retrospective payments, as follows:

- Sarah Kyle, June Salary, £229.32
- Sarah Kyle, July Salary, £229.52
- HMRC, June PAYE, £57.40
- HMRC, July PAYE, £57.20
- Hethersgill Parish Hall, previously agreed donation towards renovations, £1000
- Came & Co, Insurance, £218.00

### 034.2 Receipts

**Resolved** to the note the receipt of the Precept, from Carlisle City Council, totalling £7,000.

### 034.3 Bank Reconciliation and Budget Update

A budget summary, with expenditure to date against budget, was circulated alongside the agenda. The balance at bank on 30 June 2021 was £14,755.67. Funds remain ring-fenced for Hethersgill Social Committee, as previously agreed in donation requests.

## 035/21 Planning Matters

**21/0491 Hall Hills Barn, Hethersgill, Carlisle, CA6 6HW** - Conversion of Barn To 1no. Dwelling

**Resolved** to note that the Clerk responded with 'no representations.

**21/0196 Grain Cottage, Hethersgill, Carlisle, CA6 6HD** - Addition Of 1no. Bay Window to Front Elevation Incorporating Works to Existing Porch; Erection of Single Storey Rear/Side Extension to Provide Sunroom and Office

**Resolved** to note that permission has been granted.

Signed (Chairman).....  
21<sup>st</sup> September 2021

**21/0289 Prior House Farm, Kirklington, Carlisle, CA6 6BQ** - Erection of Portal Framed Building Over Existing Cattle Handling

**Resolved** to note that permission has been granted.

**21/0373 Lodge Hill, Hethersgill, Carlisle, CA6 6HW** - Erection of General-Purpose Agricultural Shed

**Resolved** to note that permission has been granted.

**21/0641 Yew House, Sikeside, Kirklington, Carlisle, CA6 6DR** - Change of Use of Garage and Part First Floor to Form Holiday Let

**Resolved** to submit that, although no objections existed to the specific details of this application, the Parish Council would like their concerns noted that the trend for allowing permission for holiday lets in rural areas, when low-cost housing is sorely needed, is a cause for concern.

**21/0666 Yew House, Sikeside, Kirklington, Carlisle, CA6 6DR** - Installation Of 16no. Roof Mounted Solar Panels to Rear Elevation (LBC)

**Resolved** to support the application.

**21/0688 Stone Flatts, Kirklington, Carlisle, CA6 6DL** - Proposal to Roof Over Existing Cattle Feeding Yard

**Resolved** to respond with no representations.

#### **036/21 Councillor Matters**

**Cllr Williams** noted a large quantity of fly-tipping adjacent to the parish, which had been reported to the relevant authorities.

**Cllr Barrett** informed members that the peat moss, with its status as a National Nature Reserve, is to have public access being promoted in the near future. Plans to site a solar park on the large concrete areas were also mentioned. A new sign, close to the entrance of Grainbrow, warning of the dangers of the area, had also been recently installed. .

#### **037/21 Date of Next Meeting**

**Resolved** that the Parish Council will be held in Hethersgill Parish Hall on Tuesday 21<sup>st</sup> September at 7.30pm. The meeting will only take place subject to a review of the business to transact, COVID regulations, hall accessibility and member availability at that time.

There being no further business the Chairwoman closed the meeting at 8.23pm.

Signed (Chairman).....  
21<sup>st</sup> September 2021

**Hethersgill Parish Council**

Income and Expenditure against Budget 2021/22

		Budget 2021 22	May	July	Sept	Nov	Jan	Mar	Total	%	Total 2020 21
<b>Income</b>											
Brought Forward		£ 8,981.81							£ 8,981.81		£ 6,965.38
Precept		£ 7,000.00	£ 7,000.00						£ 7,000.00	100%	£ 7,000.00
CTRS Grant									£ -	0%	£ -
Grants	Cumbria County Council								£ -	0%	£ -
	Carlisle City Council								£ -	0%	£ -
	Others								£ -	0%	£ 750.00
Gill Adverts									£ -	0%	£ 15.00
VAT Reclaim									£ -	0%	£ -
Other									£ -	0%	£ -
<b>TOTAL</b>		<b>£ 7,000.00</b>	<b>£ 7,000.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 7,000.00</b>	<b>0%</b>	<b>£ 7,765.00</b>
<b>Expenditure</b>											
Clerk	Gross Salary	£ 3,544	£ 573.44	£ 286.72	£ 573.44				£ 1,433.60	40%	£ 3,440.64
	Expenses & Subs	£ 12	£ 8.00						£ 8.00	67%	£ 11.00
Administration	CALC Membership	£ 139	£ 139.98						£ 139.98	101%	£ 134.69
	Data Protection	£ 35							£ -	0%	£ 35.00
	Postages/Stationary/Misc	£ 100							£ -	0%	£ 96.19
	Equipment	£ 100							£ -	0%	£ 57.89
The Gill		£ 420							£ -	0%	£ 568.88
Donations	Parish Hall	£ 500							£ -	0%	£ -
	Church	£ -							£ -	0%	£ -
	GNAA	£ 200							£ -	0%	£ 200.00
	Social Committee	£ 500							£ -	0%	£ -
	Others	£ 300							£ -	0%	£ -
Insurance		£ 229	£ 218.00						£ 218.00	95%	£ 218.00
Audit									£ -	0%	£ -
Training		£ 80							£ -	0%	£ 50.00
Website		£ 98							£ -	0%	£ 86.00
Projects	Sandholes	£ -							£ -	0%	£ -
	Broadband	£ -							£ -	0%	£ -
	Parish Hall	£ -							£ -	0%	£ -
	Others	£ 2,000							£ -	0%	£ -
Grants Payable	Parish Hall (CCC & City Council)	£ -							£ -	0%	£ 750.00
Maintenance	Includes carry-forward	£ 200							£ -	0%	£ 74.40
Grass Cutting	Includes carry-forward	£ 160							£ -	0%	£ -
Contingency		£ 250							£ -	0%	£ -
VAT Incurred		£ -							£ -	0%	£ 25.88
<b>TOTAL</b>		<b>£ 8,866</b>	<b>£ 939.42</b>	<b>£ 286.72</b>	<b>£ 573.44</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 1,799.58</b>	<b>20%</b>	<b>£ 5,748.57</b>

**Bank Reconciliation 31.08.21**

Brought Forward	£	8,981.81
Total Receipts	£	7,000.00
Total Expenditure	£	1,799.58
<b>Balance 31.08.21</b>	<b>£</b>	<b>14,182.23</b>
<b>Bank Balance 31.08.21</b>	<b>£</b>	<b>14,182.23</b>