

## HUTTON ROOF PARISH COUNCIL

Minutes of the Hutton Roof Parish Council Meeting held on Thursday, 21<sup>st</sup> September 2017 at 7.00pm  
In Hutton Roof Village Hall

**Present** Cllr S D Travis - Chairman  
Cllr P Huntington - Vice Chairman  
Cllr D J Travis

**Also Present:** Cllr B Cooper  
Mr N Hall

### 1. Apologies for absence from the Meeting

Apologies for absence from the meeting were received from Alison Travis, Cllr Bingham, Mrs E Simpson and Mrs J Gregory.

### 2. Declarations of Interest by Elected Members in respect of items on this Agenda

There were no declarations of interest in respect of the forthcoming agenda items.

### 3. Minutes of the Hutton Roof Parish Council Meeting held on Wednesday, 14<sup>th</sup> June 2017

Cllr S Travis was authorised to sign the minutes of the last Hutton Roof Parish Council Meeting held on Wednesday, 14<sup>th</sup> June 2017 as a true record of the proceedings.

### 4. Matters arising from those Minutes

The Chairman reported the Transport Manager from P Irving & Sons had contacted him by telephone in response to the Council's letter, dated 19<sup>th</sup> June 2017, in respect of the HGVs leaving the Sawmills and using Hutton Roof as a short cut to the A65. The Transport Manager reported that guidelines had already been put in place to stop this practise from continuing and promised a written response to confirm this. However, as of today's date this had not been received.

### 5. Chairman's Remarks

The Chairman gave a brief report on the training day he had attended, at the Castle Green Hotel, on managing common ground.

### 6. District/County Councillor Remarks

Cllr Cooper reported that the New Road Car Park was now closed and the proposed development would soon be starting.

### 7. Appointment of Hutton Roof Parish Council Clerk

The Chairman reported that he and Cllr D Travis had met with Ms Jane Saunders, the current Helsington Parish Clerk, who had expressed an interest in taking on an additional Council. Ms Saunders' CV was circulated to those present and it was then proposed by Cllr S Travis and seconded by Cllr D Travis that Ms Saunders be appointed the next Hutton Roof Parish Council Clerk and it was unanimously agreed that she should be offered the position.

### 8. Financial Report

- Balance at Bank £3,315.84
- Authorised payments from the last meeting; Clerk's Wages £650.00, Insurance £257.60, Village Hall hire £12.
- The Clerk was authorised to pay the £75.00 invoice for Cllr S Travis's training course and the hire of the Village hall for tonight's meeting.

### 9. Hutton Roof Village Hall

There was no representative present from the Hutton Roof Village Hall Committee.

**10. Hutton Roof Crag**

Mr Hall reported that all eight mountain biking signs had now been erected at public access locations around the Crag. The Council thanked Mr Hall for undertaking this work.

**11. Parish Highways**

Cllr D Travis reported that he had had a meeting with a Cumbria Highways representative in June, who had reported there was capital available to alleviate the flooding issues on Jubilee and Newbiggin Lanes. As of today's date no work has taken place.

**12. Planning Applications**

Two barn conversion applications for Mr Metcalfe were discussed. There had been some concern within the Village that the footpath at Shortbutts Lane would be blocked off. Cllr D Travis confirmed it would definitely remain open.

**13. Correspondence**

There were no items of correspondence for discussion.

**14. Open Forum**

Mr Hall informed those present that he had recently been undertaking some work for St John's Church and had been asked to arrange for the repainting of the inscriptions on the War Memorial in time for the commemoration of the centenary of Reverend Hardy's death. Mr Hall presented the Council with a quote for this work to be undertaken and went on to request whether the Council would consider contributing towards this. It was resolved that the Council would contribute fifty per cent of the cost. Cllr Cooper added that he may be able to obtain a grant for this purpose and it was then agreed that if a grant was available, and, if with a shortfall, the Council agreed to split the difference with the Church.

**15. Any Other Business**

Mr Hall, who had previously agreed to reinstate the Boundary Stone, requested approval from the Council for a site on Mill Lane to be considered. After studying a map, the location was agreed for its installation.

**16. Date and Time of Next Meeting**

It was hoped a meeting could be arranged once the new clerk had taken on the position.

There being no further business, Cllr S Travis thanked everyone for their input and attendance, and the meeting closed at 7.45 pm.

Signed: .....  
(Chairman)

Date: