

## HUTTON ROOF PARISH COUNCIL

Councillors are hereby summoned, and members of the public are invited, to attend a **Meeting of the Parish Council** to be held **virtually** on **Monday 1 February 2021 at 6.00pm** for the purposes detailed in the following agenda.

### Meeting room location and joining instructions:

<https://us02web.zoom.us/j/85367911349?pwd=dFBiSHkvbHc5Y1I6SFQ5MkUzU3psQT09>

Meeting ID: 853 6791 1349

Passcode: 954497

Dial by your location (UK)

+44 203 051 2874, +44 203 481 5237, +44 203 481 5240, +44 203 901 7895, +44 131 460 1196

Find your local number: <https://us02web.zoom.us/u/kd0jkQ2VA0>

### 1. Apologies

To receive apologies with reasons for absence.

### 2. Declarations of Interest / Dispensation Requests

- To receive declarations of interest by members in respect of items on this agenda. (Members are reminded that it is a criminal offence not to declare a disclosable pecuniary interest either in the register or at the meeting);
- To consider 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.

### 3. Minutes

To approve the minutes of the Meeting held on Monday 2 November 2020 (copy attached).

### 4. Public Participation - members of the public will be given the opportunity to speak, ask questions with regard to this agenda, or raise matters of possible interest for a future agenda. (Maximum 10 minutes: after this agenda item the public may speak only by prior arrangement).

### 5. Reports

- i. Chair and Parish Councillors
- ii. District Councillors
- iii. County Councillor
- iv. Clerk's Report and Correspondence
- v. Hutton Roof Village Hall.

### 6. Finance

- a) To review and approve the Asset Register (draft copy attached);
- b) To consider and approve the Financial Risk Assessment and Management for 2020/21 (draft copy attached);
- c) To consider and approve the Review of the Effectiveness of Internal Audit Report (draft copy attached), including a recommendation to re-appoint the internal auditor;
- d) To note the final Budget for 2021/22 (copy attached), and to note that the precept of £4,553.68 has been submitted to SLDC;
- e) To authorise the following payments:

CALC (Planning training course 10/12/20 for Cllrs Chaplow and Helliwell)	£40.00
CALC (Effective Councillor training for Cllr J Morgan)	£tbc
Jane Saunders (Clerk's expenses, 01/11/20 - 31/01/21)	£27.00
Jane Saunders (Zoom subscription)	£14.39
Elle Fox (Website)	£tbc
- f) To note that the Parish Online subscription was not paid because a receipt was received indicating that the subscription had been paid by B4RN.

Clerk to the Council  
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[www.huttonroofpc.co.uk](http://www.huttonroofpc.co.uk)

## 7. Planning

To note the following planning applications, responses and/or decisions:

(view applications, responses and decisions online at

<http://applications.southlakeland.gov.uk/planningapplications/welcome.asp>):

- i. **SL/2020/0120 - Kelker Well, Newbiggin** - Demolition of existing barn and erection of 3 bed dwelling (Revised SL/2019/0915). **No decision.**
- ii. **SL/2020/0651 - Barn at End of Shortbutts Lane, Hutton Roof** - Conversion of barn into single dwelling, associated external works and installation of septic tank.  
**Granted with conditions.**
- iii. **SL/2020/0937 - Barn at End of Shortbutts Lane, Hutton Roof** - Variation/removal or discharge of conditions attached to planning permission SL/2020/0651.  
**No objections, but pointed out (re Section 6 of the Application form) that the site can be seen from the public footpath which runs adjacent to the barn.** (Response submitted by Clerk under delegated powers following email consultation). **No decision.**
- iv. **SL/2020/0719 - Pickle Farm, Hutton Roof** - Infill extension to form garden room with balcony terrace at first floor. **Granted with conditions.**
- v. **SL/2020/0616 - Sealford Farm, Newbiggin** - Single storey extension to front elevation and rear conservatory/summer room. **Noted that the proposed extensions to both the front and rear of the building will alter the shape of the building and increase its footprint considerably. Requested that consideration is given to the appropriateness of the scale of the development in relation to the existing row of houses and to the likely impacts on the amenity of neighbouring properties, notably overshadowing and loss of privacy. Recommended the use of sympathetic materials and finishes for proposed doors and windows.** (Response submitted by Clerk under delegated powers following email consultation). **No decision.**
- vi. **SL/2020/0845 - Newbiggin Farm, Newbiggin** - Change of use and alterations to redundant storage building to accommodation suitable for holiday letting with landscaping and parking area.  
**No comments.** (Response submitted by Clerk under delegated powers following email consultation). **No decision.**

## 8. SLDC Local Plan Review

To note the draft Settlement Services and Accessibility Assessment for Hutton Roof and the response submitted on behalf of the Council (copy attached). To delegate authority to the Clerk and/or Chair to respond to any further consultation documents on behalf of the Council.

## 9. Local Government Reorganisation in Cumbria

To receive an update on proposals submitted by the principal authorities.

## 10. Highways and Public Rights of Way

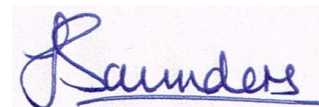
To receive an update regarding highways, signage and traffic management issues and to consider any further action required.

## 11. Hutton Roof Craggs

To receive a report from Friends of Hutton Roof Common.

## 12. Future meetings

To confirm the date of the next meeting (proposed date of Tuesday 4 May 2021, start time tbc) and to note any future agenda items.



**Clerk to the Council**

26 January 2021