

HUTTON ROOF PARISH COUNCIL

Minutes of the **Parish Council** Meeting held on **Tuesday 30 July 2019** at 7.00pm
at Hutton Roof Village Hall

Present: Cllrs J Morgan, N Hall and J Chaplow.

Also present for all or part of the meeting: District Cllr B Cooper, County and District Cllr R Bingham, Clerk J Saunders, Martin Wain (Butterfly Conservation) and 8 members of the public.

24/19 Apologies

All members were present.

Apologies were received from Cllr Tom Harvey (and Cllr R Bingham in the event of his non-attendance).

25/19 Declarations of Interest / Dispensation Requests

- Cllr J Morgan declared an interest in respect of planning item 6iii re Crag View as she lives in a neighbouring property; as the item was for information only it was agreed that Cllr Morgan should remain in the meeting during this item.
- Cllrs J Morgan, N Hall and J Chaplow submitted requests for dispensations to speak and vote in respect of consideration of and responses to all planning applications on the grounds that dispensations would enable the Council to transact its business and be in the interests of the local community (without dispensations the Council risks being inquorate and therefore unable to respond). The dispensation requests were granted for the term of office of the Council.

26/19 Minutes

The minutes of the Annual Meeting held on Thursday 9 May 2019 were approved.

27/19 Hutton Roof Crag

Martin Wain, Regional Officer of Butterfly Conservation, gave a talk on the variety of butterflies on the Crag, conservation work and how this benefits the butterflies. He explained how changes in habitat and climate change benefit some species and lead to declines in others. Ways of reversing declines in butterflies were discussed. Following the high level of interest in the recent butterfly walk, a further walk was proposed (date to be agreed; a Saturday was requested).

Stuart Williams, Chair of Friends of Hutton Roof Common, reported on the establishment of the group which has registered with TCV (The Conservation Volunteers), recruited members with a lot of energy and enthusiasm and raised money for insurance and tools. Clearance work in the winter months has been authorised by Natural England. It was noted that a meeting to discuss future scrub clearance works involving all the relevant organisations including Natural England is planned for September. It was suggested that the Friends could work with Butterfly Conservation and that the latter has a band of volunteers who could help on the Crag.

It was noted that the Parish Council's legal status and role with regard to the Common was unclear. The Council had previously been registered as a business with the Rural Payments Agency (RPA) with a County Parish Holding number and a Single Business Identifier in respect of the Crag but had never kept livestock nor claimed any payments. The RPA had advised that the Council's account was no longer active and had been locked down, and should register again only if it intended to keep livestock or submit a claim. It was noted that the Commoners were registered as a business with the RPA in respect of the Crag.

28/19 Public Participation

The number of potholes on both the main road and the road from the church to Clawthorpe was raised.

29/19 Planning

The following planning applications, responses and decisions were noted:

(view applications, responses and decisions online at

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

- i. **SL/2019/0310 - OS Field No 1837, opposite Hutton Roof Post Office, Glebe Barn, Hutton Roof** - Formation of new field access, formation of new stone walls and entrance area. Council commented that the location of the proposed development was incorrectly described and that the development site is opposite Hutton Roof Post Office, Glebe Barn, Hutton Roof. The site address was subsequently amended accordingly. **No decision.**
- ii. **SL/2019/0416 - Lonsdale Barn, Hutton Roof** - Rear conservatory. **No comments** (response submitted by Clerk following email consultation). **Granted with conditions on 23 July 2019.**
- iii. **SL/2019/0499 - Crag View, Hutton Roof** - Single dwelling with new vehicular and pedestrian access. **No comments** (response submitted by Clerk following email consultation). **No decision.**
- iv. **SL/2019/0578 - Land to rear of Meadowside, Hutton Roof** - Single dwelling. Due to councillors feeling that they currently lack the expertise in planning to make informed comments, it was resolved to submit a response of **No comments** to this application. It was hoped that CALC would soon be offering members some training in planning; in the meantime Clerk referred councillors to information on the CPRE site at <https://www.planninghelp.cpre.org.uk/>.

30/19 Highways and Public Rights of Way

- i. Clerk reported on recent correspondence with Cumbria Highways Traffic Management Team regarding highways and signage issues following concerns raised at the Annual Parish Meeting and the Annual Meeting. Clerk also reported on correspondence received from a local resident who had supplied photo and video footage of lorries trying to cross Badger Gate Bridge and who supported the view that the length restriction signage should be in metric.
 - Re signage from A65 of length restriction at Badger Gate Bridge: Highways had agreed that the signage should include metric measurements. A new sign was to be made and installed to replace the damaged sign at the junction but a timescale could not be provided.
 - Re access to the sawmill: A sign stating 'No access to the sawmill for long vehicles' at this junction had also been requested but Highways had advised that funding for new signage (one sign and labour costs approximately £400) comes from either the County Councillor's budget provision or from the Parish Council. It was resolved to write to Highways suggesting that it should fund the sign as £400 was seen to be a sensible investment for Highways to make to save the bridge from further expensive damage as sustained previously as a result of HGVs attempting to use this route.
 - Re no left turn at Buttle House: The re-instatement of a sign indicating no left turn for long vehicles at Buttle House had been requested. Highways had advised that a no left turn restriction and signage enforceable by law would require significant funding support from the local County Councillor, but that a rectangular advisory sign could be funded as above (ie from either the County Councillor's budget provision or from the Parish Council).
 - Re dangerous speeding through village: signage to encourage drivers to slow down such as 'Please drive carefully through our village' and 'Children playing' had been requested. Highways had advised that the request had been taken to a partnership group called Collision Reduction and Safer Highways (CRASH) and a response was awaited.
 - Re winter gritting: an amendment to the gritting route to include the road from Hutton Roof Church to the A65 prior to next winter had been requested. Highways had confirmed that the winter maintenance policy was being reviewed this summer and that the team responsible would be contacting parishes regarding potential changes.
- ii. It was resolved to re-iterate the signage requests to Cumbria Highways. Cllr J Morgan agreed to undertake further research into the type of signage which has most impact in village locations. It was agreed that traffic management/calming suggestions would be collated and brought to the next meeting.

31/19 Reports

- i. Chair and Parish Councillors - no reports.
- ii. District Cllrs R Bingham and B Cooper reported on various SLDC matters.
- iii. County Cllr R Bingham advised that Clawthorpe Road is being inspected and repair work will be done. He had undertaken a site visit with a Highways engineer and reported that

potholes in the village would be properly surveyed this year for future repair. He confirmed that the gritting policy would be reviewed this summer. Other general CCC matters were noted.

- iv. Clerk stated that correspondence and information had been circulated by email, including details of the proposed CALC training programme and CALC's District Association meeting on 19 September 2019. The following information was also received and noted:
 - 1. SLDC Community Governance Review of parish governance arrangements - no submissions received re Hutton Roof and no changes made to current arrangements.
 - 2. SLDC tree planting scheme – an application had been submitted for 4 trees to be planted at the Village Hall. Thanks were conveyed to Eve Simpson and the Committee for their interest and input.
 - 3. Future of SW LAP, currently in abeyance but being chaired by a local parish clerk. As councillors had no knowledge or experience of the LAP, they felt unable to comment in response to a query regarding its continuation, or to contribute at present. However, they would be happy to receive information from the group.
 - 4. Website updates to members' page, meetings page and links to Tim Farron's website re his advice surgeries. Clerk advised that she was hoping to do updates herself in future rather than sending them to the web designer.
 - 6. Minutes (2006 - 2011) and Accounts and Annual Returns (2008 – 2012 and old cashbook dating back to 1988) had been archived with Cumbria Archive Centre in Kendal, in accordance with the Retention of Documents Policy (on website).
 - 7. Clerk to take 1 week's leave (or possibly 2) in August, exact dates to be confirmed.
- v. Hutton Roof Village Hall - nothing to report.

32/19 Co-option of councillors

Information about the co-option process, including advertising, had been circulated prior to the meeting. Following a unanimous vote, it was resolved to co-opt Max Burrow on to the Council. One vacancy remained and it was agreed to approach other candidates who had been identified for possible co-option before the next meeting.

33/19 Finance

a) The following payments were authorised:

Zurich Municipal (Insurance renewal)	£224.00
Jane Saunders (Clerk's expenses, 01/05/19 - 31/07/19)	£47.70

b) The Bank Mandate Change form had been received, circulated and completed. Cllr J Morgan agreed to obtain certified copy of ID verification in branch and post to Clerk who would then send form to bank

34/19 Future meetings

The date of the next meeting was confirmed as Monday 21 October 2019 and it was agreed to set the budget for 2020/21 at this meeting. There would be one further scheduled meeting in the municipal year.

The meeting closed at 8.30pm.

Signed:(Chair)

Date: 21 October 2019