

HUTTON ROOF PARISH COUNCIL

Minutes of the Hutton Roof Parish Council Annual Meeting held on Wednesday, 14th June 2017 at 7.00pm
In Hutton Roof Village Hall

Present Cllr D J Travis
Cllr P Huntington
Cllr S D Travis

Also Present: Cllr B Cooper
Mrs A Huntington - Hutton Roof Press Officer
Mrs E Simson

Prior to the start of the meeting the Clerk announced that Cllr Read had tendered his resignation with immediate effect. The Clerk reminded those present Cllr Read had served on the Council since its inception twelve years ago and he would be sadly missed. The Clerk went on to report that Cllr Read was presented with a gift from the Parish and Council in recognition of his long, unwavering service to the community.

1. **Election of Chairman of Hutton Roof Parish Council for the 2017/2018 Council Year**

It was proposed by Cllr Huntington and seconded by Cllr D Travis that Cllr S Travis be elected as chairman of Hutton Roof Parish Council for the 2017/2018 council year and he was unanimously elected to do so. Cllr Travis signed the Acceptance of Office of Chairman prior to taking control of the meeting.

Prior to continuing with the meeting Cllr S Travis requested those present for a few moments of reflection for everyone who had been involved in the recent horrific events in Manchester and London.

2. **Appointment of Vice Chairman for Hutton Roof Parish Council for the 2017/2018 Council Year**

It was proposed by Cllr S Travis and seconded by Cllr D Travis that Cllr Huntington be appointed Vice Chairman for the 2017/2018 council year and it was unanimously agreed he should be appointed to take on this role.

3. **Apologies for absence from the Meeting**

An apology for absence from the meeting was received from Cllr Bingham.

4. **Declarations of Interest by Elected Members in respect of items on this Agenda**

Both Cllrs D & S Travis declared an interest in the forthcoming Agenda Item 13.

5. **Minutes of the Hutton Roof Parish Council Meeting held on Wednesday, 14th December 2016**

Cllr S Travis was authorised to sign the minutes of the last Hutton Roof Parish Council Meeting held on Wednesday, 14th December 2016 as a true record of the proceedings.

6. **Matters arising from those Minutes**

- Cllr D Travis reported that the two Newbiggin planning applications had been approved.
- The clerk reported BT had agreed the telephone box could be adopted to house a defibrillator. However, Mrs Simpson reported that funds had been secured to site one at the Village Hall and one was now in place. The clerk also reported that BT could not retain the telephone if the box was adopted for a defibrillator. The clerk was asked to check with SLDC if they were still negotiating with BT to retain the rural telephone boxes earmarked for removal if not adopted.

7. **Minutes of the Hutton Roof Parish Council Precept Meeting held on Wednesday, 27th January 2017**

Cllr S Travis was authorised to sign the minutes of the Hutton Roof Parish Council Precept Meeting held on Wednesday, 27th January as a true record of the proceedings.

8. **Matters arising from those Minutes**

There were no matters arising from those minutes.

9. Chairman's Remarks

- The Chairman thanked the other councillors for putting their trust in him to be chairman for the coming year.
- The Chairman acknowledged the Parish Council needed to improve the following of the Code of Transparency, which was now a legal requirement but was keen to rectify this and portray the Council in a more professional manner.
- The Chairman hoped to be able to work with both the Village Hall and Church Committee in order to construct a Parish Plan which would deliver services the parishioners would like to see in place.

10. District/County Councillor Remarks

- In the absence of Cllr Bingham, Cllr Cooper reported that following the recent local elections, Cumbria County Council was current a hung council with the conservatives having the highest number of councillors at 18. It was not apparent, at present, which other party the conservatives would work with to form a coalition.
- Cllr Cooper reported that the plastic and cardboard recycling scheme had now been rolled out over the entire county.
- Cllr Cooper advised those present of the forthcoming boundary changes in 2018 and there could be an additional local district councillor. All three councillors would be up for re-election every twelve months.
- Cllr Cooper reported the county had spent £2 million on flood defences and had received £2.7 million from government funding for this purpose.
- The council run caravan site at Bowness on Windermere had been approved to be extended by a third which would general additional income.
- SLDC had decided that 70% of the affordable home levy would now be diverted into social care.

11. Parish Council Casual Vacancies

The clerk reported that she had submitted the Notice of Vacancies to SLDC for two places on 6th June. Unless ten people request an election by 26th June, the Parish Council would be in a position to co-opt anybody interested in becoming a councillor

12. Hutton Roof Parish Council Website

The Chairman explained why it would be preferable for the Council to have a standalone website rather than share the Village Hall website in order to be compliant with the Code of Transparency.

13. Financial Report

Both Cllrs Travis re-iterated their interest in this agenda item

It was proposed by Cllr Huntington, seconded by Cllr S Travis and resolved the following payments should be made;

- CALC subscription - £108.12
- The Parish Council's contribution to the Combined Newsletter - £20.00
- Hire of HRVH for the annual meeting - £12
- Cllr Read's leaving gift – £31.99
- Clerk's wages - £550.00. The clerk acknowledged it was extremely remiss of her not to have organised being paid on a monthly basis for which she apologised.

The clerk went on to explain that the Council was required, according to the Code of Transparency, to identify any assets it may possess. The general consensus was the Council could possibly own some of the land which is managed by the Hutton Roof charities. However, Cllr Huntington felt it could be the charities that owned some of the land and it was resolved he would begin to look into this matter.

14. Appointment of Internal Auditor

It was proposed by Cllr S Travis and seconded by Cllr D Travis that Mrs Michelle Prickett be approached to undertake the role of internal auditor. It was resolved that the clerk would contact her in the near future.

15. Hutton Roof Village Hall

- Mrs Simpson reported that the three marker posts put in place for the fell race on Hutton Roof Craggs had been removed prior to race by persons unknown.

- The Hutton Roof Village Hall Association AGM will be held on Thursday, 13th July at 7.30 pm.

16. Parish Highways

- Mrs Huntington explained that on several occasions large HGVs leaving P Irving & Sons Ltd had been trying to travel through the Village as a short cut to the A65. Mrs Huntington went on to explain that once the wagon drivers realised they could not physically get through to the A65 they would turn round at the Church. There has, as yet, been no damage reported as a consequence of this practise. It was resolved that the Clerk should write to Irvings requesting drivers be advised not to use Hutton Roof as a cut through to the A65 and especially during the impending road closure on the Burton to Whittington road from the 3rd to 21st July 2017. It was suggested an “Unsuitable for HGVs” sign could perhaps be erected at the Johnson House Johnson and it was resolved to approach Cllr Bingham to assist with this matter.
- Cllr S Travis reported that anyone could now report highway problems direct to Cumbria County Council. This information will be posted on the Parish Council website once it had been constructed.

17. Planning Applications

There were no planning applications for discussion.

18. Correspondence

There was nothing to discuss.

19. Open Forum

Mrs Simpson requested that Hutton Roof Crags should be included as a regular agenda item since it had been some considerable time the issues appertaining to them had been discussed. It was resolved that this request should be adopted.

20. Any other Business

- Cllr D Travis reported to those present that he had approached Rev Price, Kirkby Lonsdale’s Town Council clerk, with a view to taking on the role of clerk for Hutton Roof Council. Rev Price explained that even though he was clerk to numerous other councils he would consider taking on the role. However, he did point out that due to his many years experience and qualifications, this would have to be reflected in his salary should he be appointed. Rev Price had given Cllr Travis an indication of the salary he would expect and it was felt that such a small council as Hutton Roof could not justify this. Cllr Cooper offered to approach other local clerks to see if there would be any interest.

21. Date and Time of Next Meeting

To be arranged at a later date.

There being no further business, Cllr S Travis thanked everyone for their input and attendance, and the meeting closed at 8.15 pm.