

KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **DECEMBER MONTHLY MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 3rd of December 2018** at 19:30hrs in Kirkby Thore Memorial Hall.

Present

Chairman: Chris Meldrum (CM)
Councillors: Frank Birkett (FB), Dan Pattinson (DP), Lorna Baker (LB), Malcolm Ridley (MR).

Clerk/RFO: Lindsay Nicholson (LN)

Also in attendance: County Councillor David Whipp,
District Councillor Henry Sawrey-Cookson
Stephen Mason, Highways England

Members of the Public: 0

2018/163 Apologies

None

2018/164 Declarations of Interest

No declarations of interest had been received since the previous meeting.

Resolved: to receive the information.

2018/165 Requests for Dispensation

No requests for dispensation had been received since the previous meeting.

Resolved: to receive the information.

2018/166 Presentation from Highways England upon completion of A66 works

A representative from Highways England gave a brief presentation summarising the completion of the works. There will be a survey following the works requesting feedback from residents in the parish. This will be circulated via the post and on the text message service.

Highways England indicated that they would make available to the parish council a 28 page archaeology report. This would be forwarded to the parish council in due course.

Overall it was felt that the works had been successful and executed well with minimal disruption considering the size of the works undertaken. Councillors indicated to Highways England that junction 40 was the most difficult in terms of understanding what was happening and when.

The parish council asked Highways England if they could receive a copy of the feedback survey through the clerk.

Resolved: to receive the information

2018/167 Minutes of the Last Meeting

The minutes were confirmed as a correct record.

RESOLVED: to accept the minutes and recommendations contained therein.

2018/168 Actions from the previous minutes

2018/168.01 United Utilities Repair Outside Memorial Hall

The reported fault (W1880941356) was reported by Cumbria County Council as being complete. CM agreed to have a look at the site.

Resolved: to receive the information.

Action: CM

2018/168.02 British Gypsum

The clerk reported that a copy of the presentation had been received and circulated to all councillors.

Resolved: to receive the information

2018/168.03 Hedge along the A66 raised footpath

The hedging has been cut back and tidied.

Resolved: to receive the information

2018/168.04 Pot Hole at the end of Sleastonhow Lane at the junction with Main Street

CCC reported that this had been attended to. Councillors had checked the area and were unable to find the fault.

Resolved: to receive the information

2018/168.05 Electricity North West: Priority Services Register Consultation

The clerk circulated further information in regard to the consultation. Further information requested from ENW. The deadline for responses has now passed.

Resolved: to receive the information

2018/168.06 Eden Welfare Support Directory

The directory had been linked to the parish council website.

Resolved: to receive the information

2018/168.07 Appleby Transport Group / Friends of the 563

FB circulated copies of the meeting minutes to all councillors.

Resolved: to receive the information

2018/168.08 Cumbria Police Considerate Parking Leaflet

Considered under correspondence item 2018/172.03

2018/168.09 A66 Works

Representatives from Highways England attended the December meeting of the Parish Council.

Resolved: to receive the information

2018/168.10 Road Sweeping

Considered under correspondence item 2018/172.02

2018/168.11 Email Training Session

A training session had been held.

Resolved to receive the information

2018/169 Accounts

2018/169.1 Accounts for Payment

- L Nicholson: Clerk's Salary and Allowances – Dec
Payment approved
- Countrywide Grounds Maintenance: Grass Cutting – Dec



Payment approved

RESOLVED: to forward payments as approved above.

Action: LN

2018/169.2 Balance Sheet

The clerk presented the balance sheet covering November. The closing balance was £18,545.30.

RESOLVED: To receive the information

2018/169.3 Forecast Update 2018/2019

The forecast was presented and discussed.

Resolved: to receive the information.

2018/170 Budget and Precept for 2019/2020

The information from Eden District Council in regard to Council Tax Base and Council tax Reduction Scheme had not been received. It is hoped that the information will be available next week. An initial outline was circulated to all councillors. The clerk outlined foreseeable changes.

Resolved: to receive the information

2018/171 Correspondence

Items discussed at the meeting included:

2018/172.01 Eden District Council: Elections 2019

The clerk reported the correspondence received. The charges associated were noted.

Resolved: to receive the information

2018/172.02 Cumbria County Council & Eden District Council: Road Sweeping

The clerk reported the information received. Additional road sweeps and gully cleaning were committed to.

Resolved: to receive the information

2018/172.03 Cumbria Police: Considerate Parking Notice

Contact had been made with Cumbria Police. A draft leaflet had been produced. Councillors felt that the draft leaflet didn't meet the needs that had been communicated to date. Clerk to contact Cumbria Police.

Resolved: to receive the information

Action; LN

2018/173 Planning Applications and Decisions

2018/173.1 Applications

None

2018/173.2 Decisions

18/0721 Kirkby Thore Industrial Estate, Kirkby Thore: Variation of Condition 2 (Plans Compliance), removal of Condition 5 (Layout Plan) and Condition 8 (Zoning Plan) attached to approval 17/0565

The clerk reported that this application had been refused.

Resolved: to receive the information

2018/174 Outside Body Repots

None

2018/175 Highways Issues

MR indicated that the gully cleaning on the A66 following the works had not been affective as the debris had been left in the middle of the highway. The rain following this had washed the debris

back into the gullies. The clerk was asked to contact Highways England to see if this could be rectified.

Resolved: Clerk to contact Highways England

Action: LN

2018/176 Footpaths

None

2018/177 Transparency Fund Project

Further to the training session undertaken councillors indicated that they would ensure that they could access their emails through the webmail service.

Resolved: to receive the information

Action: All

2018/178 GDPR

The following policies were formally adopted by the parish council,

- GDPR Personal Data Audit
- Data Protection Policy
- Freedom of Information Policy
- Retention of Documents Policy
- GDPR Councillor Checklist
- Subject Access Request Policy
- Website Policy Notice
- Website GDPR Statement
- Subject Access Request Form

Resolved: to adopt the above policies. Clerk to publish the completed documents

Action: LN

2018/179 Eden District Council's Signature Fund

The Memorial Hall had been contacted by Eden District Council indicating that the project did not contain sufficient match funding. The parish council was approached to fund £2097 of match funding. Councillors present at the meeting discussed the project. It was agreed that the funds could be found through the underspend in the Village Hall budget of £285.11 and the village amenities budget of £1,824. Councillors resolved to hold funds of £2,097.00 as match funding for the project pending payment upon successful completion of an application to the Signature Fund. DP then CM seconded

Resolved: to hold match funding of £2,097

2018/161 Concerns raised either by Councillors or members of the Parish.

- Councillor Sawrey-Cookson raised the Local Plan. A short discussion was held.
- DP indicated that he could attend the planning committee meeting in regard to Ashton Lea.
- The clerk reported that the invoice for footway lighting had been received.

2018/162 Date of the next meeting:

The date of the next meeting was agreed as Monday 7th of January 2018 at 19.30hrs in the Memorial Hall.

Resolved: to receive the information

CM closed the meeting at 21:14 hrs

Please note: all Parish Council meetings are open to members of the Public.