

## KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **MONTHLY MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 1<sup>st</sup> of July 2022** at 19:30hrs in Kirkby Thore Memorial Hall.

### Present

**Chairman:** Lorna Baker (LB)  
**Councillors:** Susannah England (SE) and Jacky York (JY)

**Clerk/RFO:** Lindsay Nicholson (LN)

**Also in attendance:** None

**Members of the Public:** None

2022/076	<b>Apologies for Absence</b> Apologies for absence were received from Dan Pattimore. Ian Thompson indicated he would join the meeting part way. <b>Resolved: Resolved: to receive the apology and accept the reason given.</b>						
2022/077	<b>Declarations of Interest and Requests for Dispensation</b> None						
2022/078	<b>Minutes of the Last Meeting of Kirkby Thore Parish Council</b> The chairman was authorised to sign, as a correct record, the minutes of the Parish Council Meeting held on Monday the 6 <sup>th</sup> of June 2022. <b>Resolved: to accept the minutes of the previous meeting and the recommendations therein.</b>						
2022/079	<b>Public Participation (Timed item 15 minutes)</b> A resident made the Parish Council aware that the consultation had moved to the next stage and information about the consultation process was being requested. Concerns were raised by Councillors about the consultation stage and the impact project speed was having. Councillors wished to forward their concerns. <b>Action: LN</b> <b>Resolved: to receive the information</b>						
2022/080	<b>Actions Arising from Previous Minutes</b> <b>2022/080.1 British Gypsum</b> Clerk to seek a copy of the minutes from the last meeting <b>Resolved: Clerk to contact British Gypsum</b> <b>Action: LN</b>  <b>2022/080.2 A66 Dualling</b> Clerk to chase a full response from Highways <b>Resolved: to receive the information</b> <b>Action: LN</b>						
2022/081	<b>Finance</b> <b>2022/081.1 Accounts for Payment</b> The accounts listed below were presented for payment. <table border="1"><thead><tr><th>Payee</th><th>Description</th><th>Amount</th></tr></thead><tbody><tr><td>L Nicholson</td><td>Clerk Salary – June</td><td>£324.20</td></tr></tbody></table>	Payee	Description	Amount	L Nicholson	Clerk Salary – June	£324.20
Payee	Description	Amount					
L Nicholson	Clerk Salary – June	£324.20					

HMRC	PAYE - June	£1.00
L Nicholson	SSL Certificate	£29.99

**Resolved: to approve the above listed payments**

**2022/081.2 Balances**

The balances at bank were reported. The bank reconciliation was presented and compared to the bank statement. The chair duly signed the reconciliation.

**Resolved: to receive the information**

**2022/081.3 Signature of Cashbook Reconciliation**

The cashbook and forecast were presented to the meeting

**Resolved: to receive the information**

**2022/082 Kirkby Thore Memorial Hall Support**

Councillors wished to continue supporting the Memorial Hall with a donation towards the insurance premium for the building. It was agreed that the parish council would pay £1,048.01 towards the insurance costs. The clerk was asked to forward the payment.

**Resolved: to pay the Memorial Hall £1,048.01**

**Action: LN**

**2022/083 Correspondence**

The following items of correspondence were considered

**2022/083.1 TSOHost: Completion of SSL Certificate**

The correspondence was outlined

**Resolved: to receive for information**

**2022/083.2 CALC: EALC AGM**

The correspondence was outlined. Clerk to forward joining instructions to Councillors once released.

**Resolved: to receive the information**

**Action: LN**

**2022/083.3 CALC: LGR Update**

The correspondence was outlined.

**Resolved: to receive the information**

**2022/083.4 Tim Farron MP: Levelling Up Bill**

The correspondence was outlined

**Resolved: to receive the information**

**2022/084 Planning Applications & Decisions**

**2022/083.1 Applications**

**2022/083.1.1 22/0435 LOW MOOR CARAVAN PARK, KIRKBY THORE, PENRITH, CA10 1XQ: Change of use of part adjoining field to increase area associated with existing caravan park.**

The associated planning documents were considered. Councillors wished to make comment about hedging / screen along the side of Jockey Lane. The Council wished to seek clarification about the planning lighting regime and the impact of this scheme on neighbouring properties and light pollution in the area generally.

**Resolved: to forward the above comments to EDC**

**Action: LN**

	<p><b>2022/083.1.2 22/0414 1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ Change of use of agricultural buildings to Class E (storage and distribution).</b> The associated planning documents were considered. Councillors wished to make comment about noise and light pollution and what impact this might have on the two neighbouring properties. <b>Resolved: to forward the above comments to EDC</b> <span style="float: right;"><b>Action: LN</b></span></p> <p><b>2022/083.1.3 22/0415 1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ Change of use of C3 residential dwelling to Class E (offices).</b> The associated planning documents were considered. Councillors wished to make comment about the reduction in local occupancy housing in the parish. This change would result in the further loss of a local occupancy residential property. <b>Resolved: to forward the above comments to EDC</b> <span style="float: right;"><b>Action: LN</b></span></p> <p><b>2022/083.2 Decisions</b> None</p>
2022/085	<p><b>Outside Body Reports</b> <b>Appleby Transport Group / Friends of the 563</b> Cumbria County Council would be meeting with Stagecoach in regard to the 563. The outcome of the meeting would be discussed through the Friends of Group in due course. <b>Resolved: to receive the information</b></p>
2022/086	<p><b>Highways Matters</b> The red safety surface between Fell Lane and the Village Hall and again at the bottom of the village was reported to be breaking up. The clerk was asked to register this on HIAMS. <b>Resolved: to receive the information</b> <span style="float: right;"><b>Action: LN</b></span></p>
2022/087	<p><b>Footpath Matters</b> Item deferred to next meeting</p>
2022/088	<p><b>Village Amenity Audit</b> Councillors and the clerk had walked the Parish and undertook a visual inspection. Clerk to outline the findings <b>Resolved: to receive the information</b> <span style="float: right;"><b>Action: LN</b></span></p>
2022/089	<p><b>Village Amenities</b> <b>To receive an update on the following projects:</b></p> <ul style="list-style-type: none"> <li>• <b>Village Seats</b> The wood was now ready and the clerk had received the bill for £1,048.01. Clerk to arrange for the payment of the invoice and SE agreed to pick up and store the wood in the interim. <b>Resolved: clerk to forward payment</b> <span style="float: right;"><b>Action: LN</b></span></li> <li>• <b>Grass Cutting</b> It was noted that some areas were difficult to cut due to overhanging branches. The clerk was asked to look for quotations for works to be undertaken to rectify this in the winter months. <b>Resolved: clerk to seek quotations for tree works</b> <span style="float: right;"><b>Action: LN</b></span></li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Trees for the Recreation Field</b> The clerk was advised that Weasdale would be undertaking an auction in the Autumn. To be progressed in early Autumn <b>Resolved: to receive the information</b></li> <li>• <b>Notices for the Memorial Hall Recycling Area</b> As no progress was made with EDC clerk to arrange for the signs to be purchased. <b>Resolved: to receive the information</b> <b>Action: LN</b></li> <li>• <b>Defibrillator</b> The clerk advised the meeting that the defibrillator was now registered and live on the Circuit. IT had been sent a link to regarding acting as a guardian. <b>Resolved: to receive the information</b> <b>Action: LN</b></li> <li>• <b>Emergency Plan</b> Following further liaison JY had been provided with a lighter touch document. Document to be reviewed with the view to complete and approve. <b>Resolved: to receive the information</b> <b>Action: JY</b></li> </ul>
<b>2022/090</b>	<b>Code of Conduct</b> Item deferred to next meeting
<b>2022/091</b>	<b>Clerk CiLCA Training</b> The clerk outlined the training. Councillors agreed to pay £100 towards the cost of the training. <b>Resolved: to pay £100 towards the training</b>
<b>2022/092</b>	<b>Items for the Next Meeting of the Parish Council</b> None
<b>2022/093</b>	<b>Date and Time of Next Meeting</b> The next meeting to be held on Monday 1 <sup>st</sup> of August 2022 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.

LB closed the meeting at 21:15 hrs

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

Chair Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Clerk Signature: \_\_\_\_\_

Date: \_\_\_\_\_