

## KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **MONTHLY MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 15<sup>th</sup> of November 2022** at 19:30hrs in Kirkby Thore Memorial Hall.

### Present

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

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

**Also in attendance:** None

**Members of the Public:** None

<b>2022/144</b>	<b>Apologies for Absence</b> None
<b>2022/145</b>	<b>Declarations of Interest and Requests for Dispensation</b> None
<b>2022/146</b>	<b>Public Participation (Timed item 15 minutes)</b> None
<b>2022/147</b>	<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 3 <sup>rd</sup> of October 2022. <b>Resolved: to accept the minutes of the previous meeting and the recommendations therein.</b>
<b>2022/148</b>	<b>Actions Arising from Previous Minutes</b> <b>2022/148.1 Waste Bins</b> Clerk to report that the Village Hall bin and the one outside Forresters Hall is overflowing. The clerk to contact EDC contract team. <b>Resolved: clerk to contact EDC</b> <b>Action LN</b>  <b>2022/131.1 FP336014 Hale Grange to Gypsum</b> The clerk had reported the footpath as unpassable. The footpath team had agreed to assess access. <b>Resolved: to receive the information</b>  <b>2022/136.1 Sleastonhowe Lane – BOAT</b> An explanation had been circulated from the footpath team. SE agreed to follow up with the team as the explanation was no felt to be sufficient. <b>Resolved: to receive the information</b>
<b>2022/149</b>	<b>Finance</b> <b>2022/149.1 Accounts for Payment</b>

The accounts listed below were presented for payment.

Payee	Description	Amount
L Nicholson	Clerk Salary	£324.20
HMRC	PAYE	£1.00
Gareth Davidson	Grass Cutting	£3,200.00
PWLB	Loan Repayment	£334.27
L Nicholson	Recycle Point Sign	£52.80

**Resolved: clerk to process the above payments**

**Action: LN**

### **2022/149.2 Balances**

The balances at bank on the 1<sup>st</sup> of November 2022 were duly noted.

**Resolved: to receive the information**

### **2022/149.3 Signature of Cashbook Reconciliation**

The chair was authorised to sign the cashbook reconciled to the bank statement. The amendments to the forecast sheet were discussed to support Councillors assessment of expenditure against budgets. Clerk to make additional amendments to the presentation of the information.

**Resolved: to receive the information**

**Action : LN**

### **2022/149.4 Draft Budget**

The draft budget was outlined and discussed at length. Amendments were suggested. The clerk to re-draft the information for presentation at the next meeting.

**Resolved: to receive the information**

**Action: LN**

### **2022/149.5 Banking Mandate**

The online banking mandate to be updated with Lorna Baker and Susannah England added to the document.

**Resolved: to amend the banking mandate**

**Action: LN**

**2022/150**

### **Correspondence**

#### **2022/150.1 Planning Inspectorate: A66 Dualling**

The correspondence was outlined and the meeting dates discussed. It was noted that the venue for all meetings was Barnard Castle which proves prohibitive for Councillors. Councillors try to attend virtually as many as possible around their work commitments.

**Resolved: to receive the information**

**Action: All**

#### **2022/150.2 CALC: NJC Pay Scales**

The clerk outlined the correspondence received and the impact on the Council. Clerk to action the changes.

**Resolved: clerk to action the changes**

**Action: LN**

#### **2022/150.3 CALC: LGR Update Meeting**

Details of the meeting were presented. SE indicated that she was interested in attending the virtual meeting.

	<p><b>Resolved: to receive the information</b> <span style="float: right;"><b>Action: SE</b></span></p>																
2022/151	<p><b>Planning Applications &amp; Decisions</b>  <b>2022/151.1 Applications</b>  <b>22/0791 ASHTON LEA: Works to trees subject to Tree Preservation Order No. 110, 2001, comprising 5) Oak - Reduce upper crown and branches by 40%. Reduce remaining branches by 20%. 6) Beech - fell. 7) Beech - fell. 16) Lime - Trim crown to create 2m clearance from the nearby farm building. 401) Cypress - Fell. 403) Sycamore - Trim crown to create 2m clearance from nearby farm building. 404) Norway Maple - Trim to create 2m clearance from nearby farm building. 1032) Leyland Cypress x2 - fell.</b>  The application was outlined. Councillors discussed the application. It was agreed to object to the reduction of the upper crown and branches of the oak tree, the felling of the two beech trees and the lime.  <b>Resolved: objection to be sent to EDC</b> <span style="float: right;"><b>Action: LN</b></span></p> <p><b>2022/134.2 Decisions</b>  The following decisions made by Eden District Council, Planning Team were presented for information.</p> <table border="1"> <thead> <tr> <th>Application No.</th> <th>Location</th> <th>Brief Description</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>22/0435</td> <td>LOW MOOR CARAVAN PARK KIRKBY THORE PENRITH CA10 1XQ</td> <td>Change of use of part adjoining field to increase area associated with existing caravan park.</td> <td>Grant</td> </tr> <tr> <td>22/0415</td> <td>1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ</td> <td>Change of use of C3 residential dwelling to Class E (offices).</td> <td>Grant</td> </tr> <tr> <td>22/0414</td> <td>1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ</td> <td>Change of use of agricultural buildings to Class B8 (storage and distribution).</td> <td>Grant</td> </tr> </tbody> </table> <p><b>Resolved: to receive the information</b></p>	Application No.	Location	Brief Description	Decision	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.	Grant	22/0415	1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ	Change of use of C3 residential dwelling to Class E (offices).	Grant	22/0414	1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ	Change of use of agricultural buildings to Class B8 (storage and distribution).	Grant
Application No.	Location	Brief Description	Decision														
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.	Grant														
22/0415	1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ	Change of use of C3 residential dwelling to Class E (offices).	Grant														
22/0414	1-2 EDEN VIEW COTTAGES KIRKBY THORE PENRITH CA10 1XQ	Change of use of agricultural buildings to Class B8 (storage and distribution).	Grant														
2022/152	<p><b>Outside Body Reports</b>  <b>2022/152.1 Appleby Transport Group</b>  The leaflets were distributed. There were no further updates.  <b>Resolved: to receive the information</b></p>																

	<p><b>2022/152.2 Memorial Hall Committee</b> There were no updates from the Memorial Hall Committee <b>Resolved: to receive the information</b></p>
<b>2022/153</b>	<p><b>Highways Matters</b> None</p>
<b>2022/154</b>	<p><b>Footpath Matters</b> None</p>
<b>2022/155</b>	<p><b>Village Amenities</b></p> <p><b>2022/155.1 Village Seats</b> British Gypsum has agreed to offer personnel to install the wood for the seats. The clerk was sourcing the required ironmongery for the volunteers. Clerk to arrange for the volunteer to pick up the wood for installation. <b>Resolved: to receive the information</b></p> <p><b>2022/155.2 Trees for the Recreation Field</b> The preferred supplier to hold a sale in December. <b>Resolved: to receive the information</b></p> <p><b>2022/155.3 Notices for the Memorial Hall Recycling Area</b> The sign has been installed. <b>Resolved: to receive the information</b></p> <p><b>2022/155.4 Defibrillator</b> Clerk to check with IT as to whether he will maintain the defibrillator. <b>Resolved: to receive the information</b></p> <p><b>2022/155.6 Emergency Plan</b> The work is ongoing <b>Resolved: to receive the information</b></p> <p><b>2022/155.7 Road Signs</b> JY received details of local contractor that may be interested in offering a quotation for the work <b>Resolved: to receive the information</b></p>
<b>2022/156</b>	<p><b>Consultation Requests</b></p> <p><b>2022/156.1 Westmorland and Furness Council: Services Questionnaire</b> The consultation was outlined. The draft response was agreed. Clerk to forward response to CALC. <b>Resolved: to respond to the consultation</b></p> <p><b>2022/156.2 Eden District Council: Settlement Study</b> The consultation was outlined. The draft response was agreed. Clerk to forward the response to Eden District Council. <b>Resolved: to respond to the consultation</b></p>

	<p><b>2022/156.3 Boundary Committee: Boundary Change Consultation</b>  The consultation was outlined. It was agreed not to respond on this occasion  <b>Resolved: to receive the information</b></p>
<b>2022/157</b>	<p><b>Tenders</b>  <b>2022/157.1 Grass Cutting Tender</b>  The draft grass cutting tender was presented. LB agreed to look into the maps. SE to look over the wording. Clerk to circulate the final document.  <b>Resolved: to send out the grass cutting tender documentation</b></p> <p><b>2022/157.2 Tree Maintenance Tender</b>  The clerk was asked to look at gaining quotations for a tree survey  <b>Resolved: to receive the information</b></p>
<b>2022/158</b>	<p><b>Items for the Next Meeting of the Parish Council</b>  The following items to be added to the agenda for discussion at the next meeting</p> <ul style="list-style-type: none"> <li>• Community Planning</li> </ul>
<b>2022/159</b>	<p><b>Date and Time of Next Meeting</b>  The next meeting is scheduled to be held on Monday 9<sup>th</sup> of January 2023 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.</p>

LB closed the meeting at 21:43 hrs

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

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

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

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

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