

# KIRKBY THORE PARISH COUNCIL

Parish Clerk: Lindsay Nicholson  
Tel: 01434 382 705  
Email: clerk@kirkbythore.org.uk

Corby Gates  
Alston  
CA9 3NB

6<sup>th</sup> of May 2023

## ANNUAL GENERAL MEETING OF KIRKBY THORE PARISH COUNCIL 15<sup>TH</sup> OF MAY 2023

### To: Members of the Council

You are hereby summonsed to attend the Annual General Meeting of Kirkby Thore Parish Council which will be held at Kirkby Thore Memorial Hall, on Monday 15<sup>th</sup> of May 2022 at 7.30pm. Members of the public are welcome to attend.

### AGENDA

2023/001	<b>Election of Chair</b> To elect a Chair for the ensuring year
2023/002	<b>Election of Vice Chair</b> To elect a Vice Chair for the ensuring year
2023/003	<b>Declaration of Acceptance of Office</b> To receive the signed declaration of acceptance of office
2023/004	<b>Apologies for Absence</b> To receive and accept apologies and note the reasons for absence
2023/005	<b>Declarations of Interest and Requests for Dispensation</b> 2023/005.1 To declare any prejudicial interest in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items) 2023/005.2 To make any requests for dispensation
2023/006	<b>Minutes of the Last Meeting of Kirkby Thore Parish Council</b> To authorise the Chairman to sign, as a correct record, <ul style="list-style-type: none"><li>The minutes of the Parish Council Meeting held on Monday the 3<sup>rd</sup> of April 2023 (circulated prior to the meeting).</li></ul>
2023/007	<b>Public Participation (Timed item 15 minutes)</b> To receive previously notified written public questions – Members of the public who wish to submit written representation are requested to contact the Parish Clerk not later than noon on the day of the meeting. Your request should outline the question you will be raising. This is at the Chairman's discretion and no decisions can be made on items brought to the attention of Kirkby Thore Parish Council under this item.
2023/008	<b>Councillor's Areas of Special Interest</b>

*Lindsay Nicholson.*

Lindsay Nicholson  
Parish Clerk

All Parish meetings are open to the public.

You can raise matters for discussion under the item of 'Any other relevant parish business'.

# KIRKBY THORE PARISH COUNCIL

Parish Clerk: Lindsay Nicholson  
Tel: 01434 382 705  
Email: clerk@kirkbythore.org.uk

Corby Gates  
Alston  
CA9 3NB

	To confirm Councillors' areas of interest / responsibilities and appoint representatives of Outside Bodies																		
<b>2023/009</b>	<b>Approval of Banker</b> 2023/009.1 To approve the Bank for the ensuring year 2023/009.2 To update the Bank Mandate for the ensuring year																		
<b>2023/010</b>	<b>Internal Auditor</b> To approve the appointment of the internal auditor for 2023/24																		
<b>2023/011</b>	<b>Year End Accounts</b> To approve the AGAR and supporting documents (circulated prior to the meeting)																		
<b>2023/012</b>	<b>Finance</b> <b>2023/012.1 Accounts for Payment</b> To consider accounts for payment, presentation of balance sheet and forecast update <table border="1" data-bbox="300 958 1437 1205"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>L Nicholson</td> <td>Clerk Salary – May</td> <td>£348.20</td> </tr> <tr> <td>CALC</td> <td>Annual Subscription</td> <td>£201.31</td> </tr> <tr> <td>Zurich</td> <td>Insurance</td> <td>£484.44</td> </tr> <tr> <td>PWLB</td> <td>Loan Repayment</td> <td>£334.27</td> </tr> <tr> <td>HMRC</td> <td>PAYE</td> <td>£7.00</td> </tr> </tbody> </table> 2023/012.2 To note the current balances at bank on the 1 <sup>st</sup> of May 2022 2023/012.3 To authorise the signature of the cashbook reconciled to the bank statement.	Payee	Description	Amount	L Nicholson	Clerk Salary – May	£348.20	CALC	Annual Subscription	£201.31	Zurich	Insurance	£484.44	PWLB	Loan Repayment	£334.27	HMRC	PAYE	£7.00
Payee	Description	Amount																	
L Nicholson	Clerk Salary – May	£348.20																	
CALC	Annual Subscription	£201.31																	
Zurich	Insurance	£484.44																	
PWLB	Loan Repayment	£334.27																	
HMRC	PAYE	£7.00																	
<b>2023/013</b>	<b>Correspondence</b> To consider correspondence received <table border="1" data-bbox="300 1464 1461 1742"> <thead> <tr> <th>From</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Kirkby Thore Memorial Hall</td> <td>Big Lunch</td> </tr> <tr> <td>Highways England</td> <td>M6 Lowther Bridge Renewal Scheme</td> </tr> <tr> <td>CALC</td> <td>Special General Meeting – Change of Governing Document</td> </tr> <tr> <td>National Highways</td> <td>DCO Changes to the Application</td> </tr> </tbody> </table>	From	Description	Kirkby Thore Memorial Hall	Big Lunch	Highways England	M6 Lowther Bridge Renewal Scheme	CALC	Special General Meeting – Change of Governing Document	National Highways	DCO Changes to the Application								
From	Description																		
Kirkby Thore Memorial Hall	Big Lunch																		
Highways England	M6 Lowther Bridge Renewal Scheme																		
CALC	Special General Meeting – Change of Governing Document																		
National Highways	DCO Changes to the Application																		
<b>2023/014</b>	<b>Planning Applications &amp; Decisions</b>																		

*Lindsay Nicholson.*

Lindsay Nicholson  
Parish Clerk

All Parish meetings are open to the public.  
You can raise matters for discussion under the item of 'Any other relevant parish business'.

# KIRKBY THORE PARISH COUNCIL

Parish Clerk: Lindsay Nicholson  
Tel: 01434 382 705  
Email: clerk@kirkbythore.org.uk

Corby Gates  
Alston  
CA9 3NB

	<p><b>2023/014.1 Applications</b> To discuss planning applications received for consideration by the Parish Council</p> <p><b>2023/014.2 Decisions</b> To receive notification of decisions made.</p>
<b>2023/015</b>	<p><b>Outside Body Reports</b> To receive brief reports from Councillors who represent the Council on outside bodies</p> <ul style="list-style-type: none"><li>• British Gypsum – to receive items for discussion at the forthcoming meeting</li><li>• Coronation Committee – to receive feedback from the event</li><li>• Kirkby Thore School – to receive an update on recent activities</li></ul>
<b>2023/016</b>	<p><b>Highways Matters</b> To consider the following Highways Matters</p> <p><b>2023/016.1 Parish Road Surface</b></p> <ul style="list-style-type: none"><li>• To receive information in regard to the state of the road surface of Main Street</li><li>• To discuss the increasing pot hole problem</li></ul> <p><b>2023/016.2 A66 Dualling Consultation</b></p> <ul style="list-style-type: none"><li>• To ratify the working group response to the Planning Inspectorate – Deadline 7</li></ul>
<b>2023/017</b>	<p><b>Noticeboards</b> To consider the quotations received against the amended specifications</p>
<b>2023/018</b>	<p><b>Footpath Matters</b> To consider Footpath Matters</p>
<b>2023/019</b>	<p><b>Project Reports</b> To receive a verbal update on actions listed in the previous minutes not listed as a main agenda item for discussion.</p> <p><b>2023/019.1 National Highways: Yorkshire &amp; NorthEast 2023 Regional Stakeholder Survey</b></p>
<b>2023/020</b>	<p><b>Items for the Next Meeting of the Parish Council</b> To receive items for discussion at the next meeting of the Parish Council</p>

*Lindsay Nicholson.*

Lindsay Nicholson  
Parish Clerk

All Parish meetings are open to the public.  
You can raise matters for discussion under the item of 'Any other relevant parish business'.

# KIRKBY THORE PARISH COUNCIL

Parish Clerk: Lindsay Nicholson  
Tel: 01434 382 705  
Email: clerk@kirkbythore.org.uk

Corby Gates  
Alston  
CA9 3NB

**2023/021**

## **Date and Time of Next Meeting**

The next meeting is scheduled to be held on Monday 6<sup>th</sup> of June 2022 at 7.30pm.  
Meeting to be held in Kirkby Thore Memorial Hall.

*Lindsay Nicholson.*

Lindsay Nicholson  
Parish Clerk

**All Parish meetings are open to the public.  
You can raise matters for discussion under the item of 'Any other relevant parish business'.**