

KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **MONTHLY MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 31st of July 2023** at 19:30hrs in Kirkby Thore Memorial Hall.

Present

Chairman: Lorna Baker (LB)
Councillors: Susannah England (SE), Jacky York (JY), and Steve Ormerod (SO)

Clerk/RFO: Lindsay Nicholson (LN)

Also in attendance: None

Members of the Public: 0

2023/058	Apologies for Absence Dan Pattimore forwarded apologies to the meeting. Resolved: to approve the apologies and the reasons given.																		
2023/059	Declarations of Interest and Requests for Dispensation Lorna Baker declared an interest in item 23/062 Planning and did not wish to seek dispensation Resolved: to note the interest declared																		
2023/060	Public Participation (Timed item 15 minutes) None																		
2023/061	Minutes of the Last Meeting of Kirkby Thore Parish Council The chairman was authorised to sign, as a correct record, the minutes of the Parish Council Meeting held on Monday the 3 rd of July 2023. Resolved: to accept the minutes of the previous meeting and the recommendations therein.																		
2023/062	Finance 2023/062.1 Accounts for Payment 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</td><td>£348.20</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£7.00</td></tr><tr><td>CALC</td><td>Planning Training</td><td>£120.00</td></tr><tr><td>ICO</td><td>Data Management Certificate</td><td>£40.00</td></tr></tbody></table> Resolved: to approve the above payments 2023/062.2 Requests for Financial Support <table border="1"><tbody><tr><td>Kirkby Thore Memorial Hall</td><td>Insurance Costs</td><td>£1,132.04</td></tr></tbody></table> Councillors discussed the request for financial support. The sum of £1,132.04 was approved.	Payee	Description	Amount	L Nicholson	Clerk Salary	£348.20	HMRC	PAYE	£7.00	CALC	Planning Training	£120.00	ICO	Data Management Certificate	£40.00	Kirkby Thore Memorial Hall	Insurance Costs	£1,132.04
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St Michael's PCC	Grass Maintenance	£350.00
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St Michael's PCC had contacted the parish requesting assistance for the maintenance of the grassed area in the church yard. The Clerk briefed the council in regard to the content of NALC guidance LO1-18 Financial Assistance to the Church. Councillors agreed to make a payment of £350.

Resolved: to approve the above requests for financial support.

2023/062.2 Balances

The balances at bank on the 31st of July 2023 were duly noted.

Resolved: to receive the information

2023/062.3 Signature of Cashbook Reconciliation

The chair was authorised to sign the cashbook reconciled to the bank statement.

Resolved: to receive the information

2023/062

Correspondence

2023/062.1 CALC: Special General Meeting – Rescheduled

The information was outlined and noted

Resolved: to receive the information

2023/062.2 W&F Council Contracts Team: Litter Bins

It was noted that the requests for additional bins had been accepted and was being assessed.

Resolved: to receive the information

2023/062.3 W&F Council Highways: State of the Road Surface on Main Street

The correspondence was outlined and noted.

Resolved: to receive the information

2023/062.4 Resident: Grass Cutting at Miller Stone Rise

Frustration was raised in regard to an area previously maintained by the Council contract that was not no longer being cut. SE indicated that she would speak to the contractor to resolve the situation.

Resolved: to receive the information

2023/062

Planning Applications & Decisions

LB withdrew from the agenda item

2023/062.1 Applications

23/0438 Methodist Church, Chapel Lane, Kirkby Thore, Penrith; Change of use of a former Methodist chapel to dwellinghouse. Re-submission of 22/0158.

The application was discussed. Councillors present at the meeting agreed to object to the application due to the Viability Splays and Disturbance of Archaeological remains though the planting of trees.

Resolved: Clerk to respond to Westmorland & Furness Council Action: LN

	<p>LB re-joined the meeting</p> <p>2023/062.2 Decisions None</p>
2023/063	<p>Outside Body Reports 2023/063.1 Memorial Hall Committee The Memorial Hall Committee had recently held their AGM. The meeting focused on the works required for the Memorial Hall. Parish Councillors discussed how to best support the committee given that they were short of volunteers. A discussion was held about the potential of asking an architect to draw up some plans for the hall. Resolved: to receive the information</p>
2023/064	<p>Highways Matters 2023/064.1 Pot Holes The road surface defects at the junction into Town Head Garth have been inconsistently marked up when compared to the repairs on Main Street. The clerk was asked to report the defects to HIAMS. Resolved: to receive the information Action: LN</p> <p>2023/064.2 State of Road Surface The major waterpipe burst under the highway on Sleastonhow Lane was reported to the meeting. It was noted that the utility company had now completed the repair to the pipe. The verges and deposits of spoil on the highway were not made good once the works were completed. The clerk was asked to report the problem to Highways. Resolved: to report the spoil on HIAMS Action: LN</p>
2023/065	<p>Footpath Matters LB briefed the council in regard to the priorities of W&F Eden Locality Board. The board has a significant amount of funds to apply to active travel projects that improve footpaths and cycleways. Councillors outlined areas that might be considered by the scheme. Resolved: to receive the information</p>
2023/066	<p>Litter Bins JY had met on site with the contracts team to outline where the additional bins were needed. The request had been formally acknowledged in writing. This week the bins were approved and had been installed. Resolved: to receive the information</p>
2023/067	<p>Noticeboard The clerk outlined the documentation received from the planning team at Westmorland & Furness. LB agreed indicated that she would have a look the required drawings. Resolved: clerk to draft the planning forms. Action: LN</p>
2023/068	<p>Project Reports 2023/068.1 Planning Training</p>

	The planning training was completed. Resolved: to receive the information
2023/069	Items for the Next Meeting of the Parish Council No additional items raised
2023/070	Date and Time of Next Meeting The next meeting is scheduled to be held on Monday 4 th of September 2023 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.

LB closed the meeting at 20:35 hrs

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

Chair Signature: _____

Date: _____

Clerk Signature: _____

Date: _____