

## KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **MONTHLY MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 4<sup>th</sup> of September 2023** at 19:30hrs in Kirkby Thore Memorial Hall.

### Present

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

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

**Also in attendance:** None

**Members of the Public:** 0

<b>2023/071</b>	<b>Apologies for Absence</b> Dan Pattimore and Steve Ormerod forwarded apologies to the meeting. <b>Resolved: to approve the apologies and the reasons given.</b>												
<b>2023/072</b>	<b>Declarations of Interest and Requests for Dispensation</b> LB requested dispensation to speak on the noticeboard planning application. <b>Resolved: to grant dispensation</b>												
<b>2023/073</b>	<b>Public Participation (Timed item 15 minutes)</b> A member of the public raised the trees at the back of the Memorial Hall. It was noted that the trees were not the Parish Councils. The clerk was asked to raise the issue with the Memorial Hall Committee. <b>Action: LN</b>												
<b>2023/074</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 31 <sup>st</sup> of July 2023. <b>Resolved: to accept the minutes of the previous meeting and the recommendations therein.</b>												
<b>2023/075</b>	<b>Finance</b> <b>2023/075.1 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</td><td>£348.20</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£7.00</td></tr><tr><td>Lindsay Nicholson</td><td>TSO Hosts – Domain Hosting</td><td>£86.26</td></tr></tbody></table> <b>Resolved: to approve the above payments</b>  <b>2023/075.2 Balances</b> The balances at bank on the 31 <sup>st</sup> of July 2023 were duly noted. <b>Resolved: to receive the information</b>	Payee	Description	Amount	L Nicholson	Clerk Salary	£348.20	HMRC	PAYE	£7.00	Lindsay Nicholson	TSO Hosts – Domain Hosting	£86.26
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	<p><b>2023/075.3 Signature of Cashbook Reconciliation</b> The chair was authorised to sign the cashbook reconciled to the bank statement. <b>Resolved: to receive the information</b></p>
<b>2023/076</b>	<p><b>Correspondence</b> <b>2023/076.1 CALC: AGM</b> The correspondence was duly noted <b>Resolved: to receive the information</b></p> <p><b>2023/076.2 Member of Public: Freedom of Information Request – Trees</b> The correspondence was outlined. Councillors requested that the response was circulated <b>Resolved: to receive the information</b> <b>Action: LN</b></p> <p><b>2023/076.3 British Gypsum: Social Club Site</b> The correspondence was outlined. The clerk was asked to arrange a meeting. <b>Resolved: to receive the information</b></p> <p><b>2023/076.4 CALC: Westmorland &amp; Furness Household Support Fund</b> The correspondence was outlined. The clerk was asked to add the information to the Parish Council website and noticeboards. <b>Resolved: to receive the information</b> <b>Action: LN</b></p>
<b>2023/077</b>	<p><b>Planning Applications &amp; Decisions</b> <b>2023/077.1 Applications</b> None</p> <p><b>2023/077.2 Decisions</b> None</p>
<b>2023/078</b>	<p><b>Outside Body Reports</b> <b>2023/078.1 Memorial Hall Committee</b> No update</p>
<b>2023/079</b>	<p><b>Highways Matters</b> <b>2023/079.1 Pot Holes</b> Nothing to report</p> <p><b>2023/079.2 State of Road Surface</b> The marked up areas of main street have been faded and are becoming unreadable. The clerk was asked to raise this with Highways. <b>Resolved: to receive the information</b></p>
<b>2023/080</b>	<p><b>Footpath Matters</b> The footpath fingerpost sign to Hale Grange has not been replaced. Clerk to raise the concern. <b>Resolved: to receive the information</b> <b>Action: LN</b></p>
<b>2023/081</b>	<p><b>Noticeboard</b></p>

	<p>Information for the planning application was discussed. SE to assist with the appropriate grid reference.</p> <p>The clerk to draft a letter to advise neighbouring properties of the intention to change the noticeboard prior to the planning application being sent in. LB to mention the planning application to the Memorial Hall Committee following the email sent by the clerk.</p> <p><b>Resolved: to receive the information</b> <span style="float: right;"><b>Action: LN / SE / LB</b></span></p>
<b>2023/082</b>	<p><b>Project Reports</b></p> <p>None</p>
<b>2023/083</b>	<p><b>Items for the Next Meeting of the Parish Council</b></p> <ul style="list-style-type: none"> <li>• Tree Surveys</li> </ul>
<b>2023/084</b>	<p><b>Date and Time of Next Meeting</b></p> <p>The next meeting is scheduled to be held on Monday 9<sup>th</sup> of October 2023 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.</p>

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: \_\_\_\_\_