

KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **MONTHLY MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 9th of October 2023** at 19:30hrs in Kirkby Thore Memorial Hall.

Present

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

Clerk/RFO: Lindsay Nicholson (LN)

Also in attendance: None

Members of the Public: 0

2023/101	Apologies for Absence Dan Pattimore and Susannah England forwarded apologies to the meeting. Resolved: to approve the apologies and the reasons given.												
2023/102	Declarations of Interest and Requests for Dispensation None												
2023/103	Public Participation (Timed item 15 minutes) It was noted that written representation had been made by a resident unable to attend the meeting about Sandersons Croft. The area referred to is maintained by Eden Housing Association. The Parish Council had been advised that Eden Housing Association were looking into the situation. The roman wall on Main Street was raised as a point of concern. A significant portion had recently been knocked down by a contractor. The wood protecting the structure has fallen away leaving the damaged structure exposed. The Parish Council would like further information about how the structure will be reinstated.												
2023/104	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 9 th of October 2023. Resolved: to accept the minutes of the previous meeting and the recommendations therein.												
2023/105	Finance 2023/105.1 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>PWLB</td><td>Loan Repayment</td><td>£334.27</td></tr></tbody></table> 2023/105.2 Balances The balances at bank on the 1 st of November 2023 were noted. Resolved: to receive the information 2023/105.3 Signature of Cashbook Reconciliation The chair was authorised to sign the cashbook reconciled to the bank statement.	Payee	Description	Amount	L Nicholson	Clerk Salary	£348.20	HMRC	PAYE	£7.00	PWLB	Loan Repayment	£334.27
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L Nicholson	Clerk Salary	£348.20											
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	Resolved: to receive the information
2023/106	<p>Correspondence 2023/106.1 Planning Inspectorate: TRO10062 – A66 Northern Trans-Pennine Project The correspondence was outlined and discussed. A discussion was held regarding the timescales being extended. Resolved: to receive the information.</p> <p>2023/106.2 Highways England: A66 Northern Trans-Pennine Project The correspondence was noted along with the extension to the timescale in line with 2023/106.1 Resolved: to receive the information</p>
2023/107	<p>Planning Applications & Decisions 2023/107.1 Applications None</p> <p>2023/107.2 Decisions None</p>
2023/108	<p>Outside Body Reports 2023/108.1 Memorial Hall Committee The committee is working hard to meet the maintenance needs of the building. The kitchen and toilets are the committee’s current priority. Plans and costings are being worked towards. The Parish Council has reiterated its offer to the committee of financial support to secure the required works. Resolved: to receive the information</p>
2023/109	<p>Highways Matters 2023/109.1 Potholes It was noted that there has been some works undertaken on Priest Lane. Whilst these works were notable it was felt that there were still significant potholes that had not been addressed. Resolved: to receive the information</p> <p>2023/109.2 State of Road Surface The state of the road surface continues to be a concern. The clerk to forward concerns to the highway’s portfolio lead. Resolved: to contact Highways Action: LN</p> <p>2023/109.3 A66 Northern Trans-Pennine Project It was reported that due to a series of unresolved issues the Planning Inspectorate decision has been delayed until the 7th of March 2024. At this stage it is not clear if some of the works will commence prior to the approval as outlined in the current timetable. Resolved: to receive the information</p>
2023/110	<p>Footpath Matters The missing fingerpost outlining the route to Hale Grange was discussed. Clerk asked to raise the issue with the footpath team.</p>

	<p>It was noted that United Utilities would reinstate the verges on Sleastonhow Lane following the burst mains. The work is due to take place on the 9th of January 2023.</p> <p>Resolved: receive the information Action: LN</p>
2023/111	<p>Noticeboard The planning permission document was reviewed then approved for submission to Westmorland & Furness Council.</p> <p>Resolved: clerk to submit the planning application to Westmorland & Furness Council Action: LN</p>
2023/112	<p>Tree Survey Councillors discussed the requirements for the Tree Condition Survey tender. The clerk outlined some contractors that could be approached to undertake the works. LB agreed to mark the location of the trees on the parish grass cutting maps. The clerk to forward copies of the maps to LB.</p> <p>It was noted that a quote to cut back the hedge at Foresters Hall was also needed.</p> <p>Resolved: to receive the information Action: LN</p>
2023/113	<p>Clerk Recruitment The clerk recruitment pack was discussed. Changes to the draft clerk job description and person specification were discussed. The pay scale was discussed.</p> <p>Resolved: to receive the information</p>
2023/114	<p>Project Reports 2023/114.1 Kirkby Thore Primary School JY provided a verbal report from Kirkby Thore Primary School. It was noted that the school is moving towards becoming part of a multi academy school. The academy process is allowing the school to make positive changes that are providing benefits to the children.</p> <p>Resolved: to receive the information</p>
2023/115	<p>Items for the Next Meeting of the Parish Council The following items to be put on the agenda for the next meeting.</p> <ul style="list-style-type: none"> - Tree Survey - Village Noticeboard – Planning Permission - Draft Budget 2024/2025 - Damage to Roman Wall on Main Street - Memorial Hall Update – Toilet refurbishment and Trees <p>Resolved: to receive the information Action: LN</p>
2023/116	<p>Date and Time of Next Meeting The next meeting to be held on Monday 11th of December 2023 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.</p> <p>Resolved: to receive the information</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: _____