

KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **ANNUAL GENERAL MEETING** of Kirkby Thore Parish Council (KTPC) held on **Wednesday 8th of May 2024** at 19:30hrs in Kirkby Thore Memorial Hall.

Present

Chairman:	Lorna Baker (LB)
Councillors:	Jacky York (JY), Dan Pattimore (DP) and Steve Ormerod (SO)
Clerk/RFO:	Lindsay Nicholson (LN)
Also in attendance:	None
Members of the Public:	0

2024/069	Election of Chair LB was proposed as Chairman by DP and this was seconded by SO. All councillors were in favour. LB then signed the Acceptance of Office declaration. Resolved: LB to act as Chairman
2024/070	Election of Vice Chair JY was proposed as Vice Chairman by LB and this was seconded by DP. All councillors were in favour. Resolved: JY to act as Vice Chairman
2024/071	Declaration of Acceptance of Office LB then signed the Acceptance of Office declaration. Resolved: to receive the information
2024/072	Apologies for Absence Susannah England forwarded apologies to the meeting. Resolved: to approve the apologies and the reasons given.
2024/073	Declarations of Interest and Requests for Dispensation None
2024/074	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 8 th of April 2024. Resolved: to accept the minutes of the previous meeting and the recommendations therein.
2024/075	Public Participation (Timed item 15 minutes) None
2024/076	Councillor's Areas of Special Interest The following areas of special interest / representatives to outside bodies was agreed, <ul style="list-style-type: none">• Memorial Hall – Lorna Baker• Appleby Transport Group – Lorna Baker• British Gypsum – Dan Pattimore, Susannah England and Jacky York• Footpaths – Dan Pattimore and Susannah England• Parish Highways – Steve Ormerod• Kirkby Thore Primary School – Jacky York• Place Action Group – Jacky York

	<p>The Council agreed to appoint any further areas as needed in the year. Resolved: to accept the above areas of interest / representatives of outside bodies.</p>
2024/077	<p>Approval of Banker 2024/077.1 Approval of Banker It was approved to leave the banking with HSBC in the short term with the view to move to Unity Trust later in the year. Resolved: to approve HSBC as banker</p> <p>2023/077.2 Bank Mandate L Baker and S England to remain as signatories on the mandate. Resolved: to receive the information</p>
2024/078	<p>Internal Auditor Rachael Kelly Booking was approved as internal auditor for 2024/25 Resolved: to appoint internal auditor</p>
2024/079	<p>Year End Accounts 2024/079.1 Certificate of Exemption It was confirmed that the higher of the authority's total gross income for the year or total gross annual expenditure for the year did not exceed £25,000. The Council approved the certificate and the clerk and chairman signed to Certificate of Exemption. Resolved: to approve the Certificate of Exemption</p> <p>2024/079.2 Internal Auditors Report The clerk reported the internal audit report. There were no matters to bring to the attention of the parish council. Resolved: to receive the information</p> <p>2024/079.3 Section 1 of the Annual Return: Annual Governance Statement This was approved by the Council and the clerk and chair signed the appropriate part of the document. Resolved: Section 1 of the Annual Return approved.</p> <p>2024/079.4 Section 2 of the Annual Return: Accounting Statements 2023/24 This was approved by the Council and the clerk and chair signed the appropriate part of the document. Resolved: Section 2 of the Annual Return approved.</p> <p>2024/079.5 Asset Register The Asset Register was approved by the Council. Resolved: to approve the asset register</p> <p>2024/079.6 Payment over £100 The payments over £100 was approved by the Council Resolved: to approve the document Payments over £100</p> <p>2024/079.7 Statement of Variance The statement of variance was approved by the Council Resolved: To approve the Statement of Variance</p>

2024/079.8 Reserve Statement

The reserve statement was reviewed then approved by the Council

Resolved: to receive the information

2024/079.9 Notification of Public Consultation Period

Notification of the Public Consultation Period to commence on Monday 2nd of June 2024

Resolved: to receive the information

2024/080

Finance**2024/080.1 Accounts for Payment**

The accounts listed below were presented for payment.

Payee	Description	Amount
L Nicholson	Clerk Salary – May	£379.40
Zurich	Insurance	£493.57
PWLB	Loan Repayment	£334.27
HMRC	PAYE	£5.80
Rachel Kelly Bookkeeping	Internal Audit	£50.00
L Nicholson	Planning Fee	£85.00

Resolved: clerk to process the above payments

Action: LN

2024/080.2 Balances

The balances at bank on the 1st of May 2024 were duly noted.

Resolved: to receive the information

2024/080.3 Signature of Cashbook Reconciliation

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

Resolved: to receive the information

2024/081

Correspondence**2024/081.1 National Highways: A66 Northern Trans-Pennine project – legal challenge to the Secretary of State**

The correspondence was outlined.

Resolved: to receive the information

2024/081.2 Westmorland & Furness: 2024/0442/ADV Kirkby Thore Memorial Hall Advertisement Application

It was noted that the planning application to renew the noticeboard outside the Memorial Hall was now live.

Resolved: to receive the information

2024/081.3 Resident: Flytipping

The correspondence was outlined. It was noted that the incidents were occurring on the Memorial Hall land. The Memorial Hall Committee are aware of the problems and are working with Westmorland & Furness Council to try and resolve the problem.

Resolved: to receive the information

2024/081.4 Resident: Dog Fouling on the Recreation Field

The correspondence was outlined. It was noted that the Memorial Hall Committee were working alongside the Dog Warden to resolve the issues.

Resolved: to receive the information

	<p>2024/081.5 CALC: Footway Lighting Consultation The correspondence was outlined. It was agreed that the village amenity working group would be tasked with drafting a response to the consultation for ratification at full council. Resolved: village amenity working group to draft response</p>
2024/082	<p>Planning Applications & Decisions 2024/082.1 Applications 2024/0355/FPA Bridge End Farm Kirkby Thore Penrith CA10 1UZ: Installation of slurry tank and associated agricultural building. The Parish Council considered the application due to its proximity to the Parish boundary. Following discussion councillors concluded not to make comment or observation. Resolved: to receive the information</p> <p>2024/082.2 Decisions None</p>
2024/083	<p>Outside Body Reports 2024/083.1 Kirkby Thore Memorial Hall It was reported that on the 11th of May the committee were holding Make, Bake and Grow. All residents were welcome to attend. The Memorial Hall Committee meeting welcomed 3 new members. It considered the Parish Council's comments regarding the toilet refurbishment. Unfortunately, the hall had received recent vandalism. Resolved: to receive the information</p>
2024/084	<p>Highways Matters To consider the following Highways Matters 2024/084.1 Parish Road Surface It was noted that the Main Street resurfacing priority had been reduced and was now less likely to happen. The footpaths at Dunfell View are to be resurfaced in September / October time. Resolved: to receive the information</p> <p>2024/084.2 A66 Dualling No further update</p>
2024/085	<p>Footpath Matters None</p>
2024/086	<p>Noticeboard It was noted the planning application was now active. Resolved: to receive the information</p>
2024/087	<p>Project Reports The heritage project work being undertaken through the social value fund continues. The group is awaiting estimates for the work. The group were looking at putting interpretation leaflets in the village shop and church. Resolved: to receive the information</p>
2024/088	<p>Items for the Next Meeting of the Parish Council</p>

	<p>The following items were raised for discussion at the next meeting of the Parish Council</p> <ul style="list-style-type: none"> • Heritage Project / Social Value Fund
<p>2024/089</p>	<p>Date and Time of Next Meeting The council approved returning the meetings to the first Monday of the month. The next meeting would therefore be Monday the 3rd of June 2024 at 7.30pm in Kirkby Thore Memorial Hall. Resolved: to approve returning the meetings to the first Monday of the month</p>

LB closed the meeting at 21:32 hrs

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

Chair Signature: _____

Date: _____

Clerk Signature: _____

Date: _____