

KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **FULL COUNCIL MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 4th of November 2024** at 19:30hrs in Kirkby Thore Memorial Hall.

Present

Chairman: Lorna Baker (LB)
Councillors: Jacky York (JY), Steve Ormerod (SO) and Dan Pattimore (DP).

Clerk/RFO: Lindsay Nicholson (LN)

Also in attendance: None

Members of the Public: 0

2024/157	Apologies for Absence None															
2024/158	Declarations of Interest and Requests for Dispensation None															
2024/159	Public Participation (Timed item 15 minutes) None															
2024/160	Co-option Item deferred to next meeting.															
2024/161	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 7 th of October 2024. Resolved: to accept the minutes of the previous meeting and the recommendations therein.															
2024/162	Finance 2024/162.1 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>£379.40</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£5.80</td></tr><tr><td>Lowther Forestry Group</td><td>Grass Maintenance 2024</td><td>£5,508.00</td></tr><tr><td>PWLB</td><td>Loan Repayment</td><td>£334.27</td></tr></tbody></table> Resolved: to approve the above payment Action: LN 2024/162.2 Balances The balances at bank on the 1 st of November 2024 were noted. Resolved: to receive the information. Action: LN 2024/162.3 Signature of Cashbook Reconciliation The chair was authorised to sign the cashbook reconciled to the bank statement. Resolved: to receive the information	Payee	Description	Amount	L Nicholson	Clerk Salary	£379.40	HMRC	PAYE	£5.80	Lowther Forestry Group	Grass Maintenance 2024	£5,508.00	PWLB	Loan Repayment	£334.27
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2024/163	Correspondence															

	<p>2024/163.01 W&F Council: Highways Lengthsmen Agreement The clerk had attended the CALC briefing session and SO had met with representatives of Highways at the following face to face session. Any agreement would be for works that were in addition to current arrangements. The merits of the scheme were discussed. Resolved: to receive the information</p> <p>2024/163.02 W&F Council: Footway Lighting Recharge The correspondence was outlined. It was noted that there would be no recharge for the lights due to the review that was taking place. The correspondence indicated that the review would be complete by April 2025. The billing would recommence following this date. Resolved: to receive the information</p> <p>2024/163.03 National Highways: Community Liaison Meetings The dates of the community liaison meetings were outlined. All councillors to try and attend the meetings. Resolved: to receive the information</p> <p>2024/163.04 NJC Salary Scale Agreement for 2024/2025 The salary scale adjustment was noted. Resolved: to receive the information</p> <p>2024/163.05 The Circuit: Defibrillator Check The unit and pads were checked by the clerk and the website updated on the 4th of November. Resolved: to receive the information</p> <p>2024/163.06 TSO Host: Transfer of Domain and Hosting The correspondence outlined the merge of TSO Host with 123Reg. The change over should occur in the next month. Resolved: to receive the information</p> <p>2024/163.07 W&F Council: Litter Bin Removal The correspondence outlined that the two litter bins would be replaced. The order had been raised and the works expected in the next couple of weeks. Resolved: to receive the information</p>
<p>2024/164</p>	<p>Planning Applications & Decisions</p> <p>2024/164.1 Applications 2024/1877/FPA: Land North of Newbiggin Road Kirkby Thore PENRITH CA10 1UT: Variation of condition 3 (surface water drainage scheme) to amend the wording of the condition to allow commencement on site, attached to approval 19/0272. The information was outlined. Councillors agreed to object to the application. It was noted that previous applications that had not resolved the drainage problems at planning stage were never resolved in the parish. Resolved: to object to the application</p> <p>2024/164.2 Decisions None</p>
<p>2024/165</p>	<p>Outside Body Reports</p> <p>2024/165.1 Memorial Hall Committee</p>

	<p>The committee has hosted a series of events. The latest was 2 halloween events. The children's Halloween disco was very well received. The Big Breakfast event will be held later in the month.</p> <p>Resolved: to receive the information</p> <p>2024/165.2 Appleby Transport Group The next meeting will be held on the 8th of November</p> <p>Resolved: to receive the information</p> <p>2024/165.3 British Gypsum Councillors raised questions about British Gypsum's Meals on Wheels project. Information was needed about eligibility. It was not clear if the service was currently limited by the number of volunteer drivers. The clerk was asked to seek further information.</p> <p>It was noted that the HGV fleet had moved over to waste vegetable oil and that in the main the drivers were respectful of the speed limits in the village.</p>
2024/166	<p>Highways Matters DP raised the potholes on Priest Lane. It was agreed that pictures plus what 3 words reference points would be forwarded to the clerk for reporting. It was noted that the kerb outside the shop was damaged.</p> <p>Resolved: clerk to report issues through HIAMS</p>
2024/167	<p>Footpath Matters The footpath and hedge at Forresters Hall were discussed. It was noted that the footpath had become overgrown preventing reasonable access to the post box and the hedge needed cutting back. DP and SO agreed to have a look at the issue.</p> <p>Resolved: to seek further information and quotations for the work if needed.</p>
2024/168	<p>Village Noticeboard The colour scheme for the noticeboard was confirmed as follows: Frame: Dark Green Backing Board: Silver Grey Felt Heading: 'Kirkby Thore' in white writing The clerk was asked to confirm the details with the supplier and seek a date for installation</p> <p>Resolved: clerk to contact supplier</p>
2024/169	<p>Social Value Fund Heritage Project / School Project LB gave an update on the project. The clerk was asked to complete the supplier documentation for the project. The merits of the project were discussed at length. The majority of councillors were in favour of continuing as outlined in the funding bid.</p> <p>Resolved: to receive the information</p>
2024/170	<p>Parish Council Banking 2024/170.01 HSBC Account The clerk outlined the safeguard review process with HSBC. The process was now complete.</p> <p>Resolved: to receive the information</p>

	<p>2024/170.02 Unity Trust Bank Account The mandate and account forms for Unity Trust Bank were circulated and duly signed. Resolved: to receive the information</p>
2024/171	<p>Project Reports There were no further reports.</p>
2024/172	<p>Items for the Next Meeting of the Parish Council The following items to be added to the agenda for consideration at the next full council meeting,</p> <ul style="list-style-type: none"> • Co-option • Budget
2024/173	<p>Date and Time of Next Meeting The next meeting is scheduled to be held on Monday 2nd of December 2024 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.</p>

LB closed the meeting at 21:40 hrs

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

Chair Signature: _____

Date: _____

Clerk Signature: _____

Date: _____