

KIRKBY THORE PARISH COUNCIL.

The minutes of the proceedings of the **FULL COUNCIL MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 3rd of March 2025** at 19:30hrs in Kirkby Thore Memorial Hall.

Present

Chairman: Lorna Baker (LB)
Councillors: Jacky York (JY), and Charlie Bewley (CB)

Clerk/RFO: Lindsay Nicholson (LN)

Also in attendance: None

Members of the Public: 0

2025/035	Apologies for Absence Apologies were received from Dan Pattimore and Steve Ormerod. Resolved: to receive the apologies and the reasons given												
2025/036	Declarations of Interest and Requests for Dispensation None												
2025/037	Public Participation (Timed item 15 minutes) None												
2025/038	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 February 2025. Resolved: to accept the minutes of the previous meeting and the recommendations therein.												
2025/039	Finance 2025/039.1 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>£398.30</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£5.80</td></tr><tr><td>Lindsay Nicholson</td><td>Domain Renewal</td><td>£15.59</td></tr></tbody></table> Resolved: to approve the above payment Action: LN 2025/039.2 Balances The balances at bank on the 1 st of March 2025 were noted. Resolved: to receive the information. 2025/039.3 Signature of Cashbook Reconciliation The chair was authorised to sign the cashbook reconciled to the bank statement. Resolved: to receive the information 2025/039.4 Unity Trust Bank The clerk was authorised to transfer the balances, and update suppliers with the new bank details.	Payee	Description	Amount	L Nicholson	Clerk Salary	£398.30	HMRC	PAYE	£5.80	Lindsay Nicholson	Domain Renewal	£15.59
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	Resolved: clerk to transfer items to the new bank account.
2025/040	<p>Correspondence</p> <p>2025/040.1 CALC: Sexual Harassment Policy – Legislation Changes The council noted the changes and awaited further information from CALC including a template policy. Resolved: to receive the information</p> <p>2025/040.2 CALC: Community Emergency Planning Workshops The correspondence was outlined and noted. JY and LN to attend the workshops on behalf of the council. Resolved: to receive the information</p> <p>2025/040.3 CALC: Devolution Update and Consultation The parish council considered the correspondence. It was hoped that devolution may attract more money to the principal authorities. Resolved: to receive the information</p>
2025/041	<p>Planning Applications & Decisions</p> <p>2025/041.1 Applications None</p> <p>2025/041.2 Decisions None</p>
2025/042	<p>Outside Body Reports</p> <p>2025/042.1 Memorial Hall Committee The meeting was updated on the recent events held by the Memorial Hall Committee. The quiz night was well received by the community raising £370 for the Memorial Hall. Time for Tea was to be held tomorrow. Resolved: to receive the information</p> <p>2025/042.2 Appleby Transport Group None</p> <p>2025/042.3 National Highways – A66 Liaison Councillors provided a verbal update on the A66 liaison meeting held in Kirkby Thore. National Highways demonstrated the recent changes to the designs in particular outlining the changes to the bridge design and the inclusion of an empty house for bats.</p> <p>It was noted that the Green Lane had been changed on the plans.</p> <p>The clerk was asked to chase National Highways for copies of the maps that were presented.</p> <p>It was noted that the spending review was now pushed back to June so the go ahead is not likely to be received before then.</p> <p>Resolved: to receive the information Action: LN</p>
2025/043	Highways Matters

	<p>Pot holes in the parish seem to be increasing. All the report the issues to the HIAMS system.</p> <p>Resolved: to receive the information</p>
2025/044	<p>Footpath Matters</p> <p>The access into Green Lane to be suitable for dog walkers. The clerk to follow up with the footpath team at Westmorland & Furness Council.</p> <p>Resolved: to receive the information Action: LN</p>
2025/045	<p>Village Noticeboard</p> <p>LB reported that she would be following up with the supplier.</p> <p>Resolved: to receive the information Action: LN</p>
2025/046	<p>Social Value Fund Heritage Project / School Project</p> <p>LB provided an update on the project. The next stage is to gain the necessary planning permission for the signage.</p> <p>Resolved: to receive the information</p>
2025/047	<p>Website</p> <p>The clerk outlined the costing received to date for converting the website to .gov.uk. Councillors agreed to pay the current website designer to manage the changeover with a budget of £300</p> <p>Resolved: clerk to arrange for the website to be converted to .gov.uk</p>
2025/048	<p>563 Saturday service Stagecoach bus guarantee</p> <p>The council received the completion of project report. The success of the project was noted. Councillors asked the clerk to thank Kirkby Stephen Town Council for administering the fund. The underspend was considered by the council. The council agreed to have the underspend returned as the follow up project did not cover the parish of Kirkby Thore and therefore would have limited impact on the residents of the parish.</p> <p>Resolved: to request the return of the underspend. Action: LN</p>
2025/049	<p>Policies and Risk Assessment</p> <p>The council adopted the updated standing orders and financial risk assessment.</p> <p>Resolved: to approve the above documentation</p>
2025/050	<p>Project Reports</p> <p>None</p>
2025/051	<p>Items for the Next Meeting of the Parish Council</p> <p>Councillors requested the following agenda items for discussion at the next meeting of the full parish council.</p> <ul style="list-style-type: none"> - The Recreation Ground Poplar Tree - The Helm / The Bravo - Tree Survey – John Banks - Data Protection Training - Stab cupboard <p>Resolved: to receive the information</p>
2025/052	<p>Date and Time of Next Meeting</p> <p>The next meeting to be held on Monday 7th of April 2025 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.</p>

LB closed the meeting at 21:50 hrs

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

Chair Signature: _____

Date: _____

Clerk Signature: _____

Date: _____