

KIRKBY THORE PARISH COUNCIL.

The minutes of the proceedings of the **FULL COUNCIL MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 7th of April 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

Apologies were received from Dan Pattimore and Steve Ormerod.

Resolved: to receive the apologies and the reasons given

2025/053	Apologies for Absence Apologies were received from Dan Pattimore and Steve Ormerod. Resolved: to receive the apologies and the reasons given												
2025/054	Declarations of Interest and Requests for Dispensation None												
2025/055	Public Participation (Timed item 15 minutes) Councillors had received feedback from residents regarding the Christmas Tree that had in previous years been outside the Memorial Hall in December. The tree had been arranged by private individuals who were no longer in the parish.												
2025/056	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 March 2025. Resolved: to accept the minutes of the previous meeting and the recommendations therein.												
2025/057	Finance 2025/057.1 Accounts for Payment The accounts listed below were presented for payment. <table><tr><th>Payee</th><th>Description</th><th>Amount</th></tr><tr><td>L Nicholson</td><td>Clerk Salary</td><td>£398.30</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£9.60</td></tr><tr><td>CALC</td><td>Annual Subscription</td><td>£239.97</td></tr></table> 2025/057.2 Balances The balances at bank on the 1 st of April 2025 were noted. Resolved: to receive the information 2025/057.3 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	£398.30	HMRC	PAYE	£9.60	CALC	Annual Subscription	£239.97
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L Nicholson	Clerk Salary	£398.30											
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2025/058	<p>Correspondence</p> <p>2025/058.01 W&F Council: Removal of Payphone at Kirkby Thore CA10 1UP The correspondence was outlined. It was agreed that an expression of interest would be made to gain further information. Resolved: to receive the information</p> <p>2025/058.02 Lowther Grounds Maintenance: RAMS Assessments for 2025 Season The correspondence and assessments were outlined and noted. Resolved: to receive the information</p> <p>2025/058.03 W&F Council: Draft Pavement & Licensing Policy The correspondence was outlined. Resolved: to receive for information</p> <p>2025/058.04 Moores: Annual Audit Documentation The correspondence was outlined and noted. Resolved: to receive the information</p>
2025/059	<p>Planning Applications & Decisions</p> <p>2025/059.1 Applications <u>2025/0470/HOU</u>: 15 Millerstone Rise Kirkby Thore Penrith CA10 1XH: Single storey side extension and addition of front and rear canopies. The application was outlined. Councillors resolved that they did not wish to make comment or observation on the application. Resolved: to receive the information Action: LN</p> <p><u>2025/0234/FPA</u> British Gypsum Ltd Birkshead Mine Knock APPLEBY-IN-WESTMORLAND CA16 6DT: Extension of existing car park to include EV charging spaces and siting of a modular training building. The application was outlined. Councillors resolved that they did not wish to make comment or observation on the application. Resolved: to receive the information Action: LN</p> <p>2025/059.2 Decisions None</p>
2025/060	<p>Outside Body Reports</p> <p>2025/060.1 Memorial Hall Committee It was noted that the Big Breakfast had been successful. There was capacity for greater numbers so the committee plan to do further advertising. Resolved: to receive the information</p> <p>2025/060.2 Appleby Transport Group The timetables for the 563 had now been released. Councillors were pleased to receive the news about the additional service. The clerk to link the information to the Parish Council website. Resolved: to receive the information Action: LN</p> <p>2025/060.3 Emergency Planning Workshops JY and the clerk outlined the details shared at the workshop. Copies of the slides had been recently circulated. It was discussed that a basic emergency plan may be beneficial. Clerk and JY to look into this further.</p>

	Resolved: to receive the information	Action: JY & LN
2025/061	Highways Matters None	
2025/062	Footpath Matters A discussion was held regarding the moving of the footpath now works had started on the site adjacent to the school. The gate on the footpath needs to be replaced for dog walkers to be able to negotiate the new route. Resolved: to receive the information	Action: LN
2025/063	Village Noticeboard The noticeboard had now been replaced. Thanks were extended to LB for her liaison role with the supplier. Resolved: to receive the information	
2025/064	Social Value Fund Heritage Project / School Project National Highways had forwarded the Parish Council a copy of the current plans. Councillors discussed the information. A further update would likely to be received following the national budget statements in June. Resolved: to receive the information	
2025/065	Website The clerk had been in touch with the agreed contractor. The work would commence in May. Resolved: to receive the information	
2025/066	The Recreation Ground Poplar Tree The trees in the Recreation Field were discussed. Former discussion regarding a tree survey were discussed. LB to forward copies of the maps showing the locations of the trees so that quotations for the work could be sought. Resolved: clerk to seek quotations for the works	Action: LN
2025/067	The Helm / Bravo An expression of support for producing a printed village newsletter had been received. CB indicated that he would approach British Gypsum to see if they would be interested in supporting the costs of a newsletter. Resolved: to contact British Gypsum	Action: CB
2025/068	Tree Survey Considered under 2025/066	
2025/069	Data Protection Training JY indicated that she would be happy to provide training for councillors and the clerk later in the summer. Resolved: to receive the information	
2025/070	Bleed Recovery Cupboard The possibility of providing an accessible bleed recovery cupboard was discussed. Resolved: to receive the information	Action: LN
2025/071	Westmorland and Furness Footway Lighting Policy	

	<p>The correspondence and associated proforma was discussed. Councillors agreed that footway lighting would be returned to Westmorland & Furness Council. It was felt that the Unitary Authority would be better placed to maintain the service as they had access to the appropriate contractors and expertise. The Parish Council agree that it would prefer to see footway lights dimmed later in the evening rather than turned off completely.</p> <p>Resolved: approve the return of the Footway Lighting to Westmorland & Furness Council surrendering the current transfer agreement.</p>
2025/072	<p>Project Reports No further update</p>
2025/073	<p>Items for the Next Meeting of the Parish Council There were no additional items to add Resolved: to receive the information</p>
2025/074	<p>Date and Time of Next Meeting The next meeting is scheduled to be held on Monday 12th of May 2025 at 7.30pm following the Annual Meeting of Parish Electors at 7.00pm. Meetings 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: _____