

KIRKBY THORE PARISH COUNCIL

Parish Clerk: Lindsay Nicholson
Tel: 07855832174
Email: clerk@kirkbythore.org.uk

29th of April 2025

ANNUAL GENERAL MEETING OF **KIRKBY THORE PARISH COUNCIL 12TH OF MAY 2025**

To: Members of the Council

You are hereby summonsed to attend the Annual General Meeting of Kirkby Thore Parish Council which will be held at Kirkby Thore Memorial Hall, on Wednesday **12th of May 2025 at 7.30pm.** Members of the public are welcome to attend.

AGENDA

2025/075	Election of Chair To elect a Chair for the ensuring year
2025/076	Election of Vice Chair To elect a Vice Chair for the ensuring year
2025/077	Declaration of Acceptance of Office To receive the signed declaration of acceptance of office
2025/078	Apologies for Absence To receive and accept apologies and note the reasons for absence
2025/079	Declarations of Interest and Requests for Dispensation 2025/079.1 To declare any prejudicial interest in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items) 2025/079.2 To make any requests for dispensation
2025/080	Minutes of the Last Meeting of Kirkby Thore Parish Council To authorise the Chairman to sign, as a correct record, <ul style="list-style-type: none">• The minutes of the Parish Council Meeting held on Monday the 7th of April 2025 (circulated prior to the meeting).
2025/081	Public Participation (Timed item 15 minutes) To receive previously notified written public questions – Members of the public who wish to submit written representation are requested to contact the Parish Clerk not later than noon on the day of the meeting. Your request should outline the question you will be raising. This is at the Chairman's discretion and no decisions can be made on items brought to the attention of Kirkby Thore Parish Council under this item.
2025/082	Councillor's Areas of Special Interest

Lindsay Nicholson.

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Parish Clerk

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	To confirm Councillors’ areas of interest / responsibilities and appoint representatives of Outside Bodies																							
2025/083	Approval of Banker 2025/083.1 To approve the Bank for the ensuring year 2025/083.2 To update the Bank Mandate for the ensuring year																							
2025/084	Internal Auditor To approve the appointment of the internal auditor for 2025/26																							
2025/085	Year End Accounts To approve the AGAR and supporting documents (circulated prior to the meeting)																							
2025/086	Finance 2024/086.1 Accounts for Payment To consider accounts for payment, presentation of balance sheet and forecast update <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 – May</td><td>£394.50</td></tr><tr><td>Zurich</td><td>Insurance</td><td>£437.61</td></tr><tr><td>PWLB</td><td>Loan Repayment</td><td>£334.27</td></tr><tr><td>HMRC</td><td>PAYE</td><td>£9.60</td></tr><tr><td>Rachel Kelly Bookkeeping</td><td>Internal Audit</td><td>£50.00</td></tr><tr><td>Lindsay Nicholson</td><td>SSL Certificate Renewal</td><td>£71.99</td></tr></tbody></table> 2024/086.2 To note the current balances at bank on the 1 st of May 2025 2024/086.3 To authorise the signature of the cashbook reconciled to the bank statement.			Payee	Description	Amount	L Nicholson	Clerk Salary – May	£394.50	Zurich	Insurance	£437.61	PWLB	Loan Repayment	£334.27	HMRC	PAYE	£9.60	Rachel Kelly Bookkeeping	Internal Audit	£50.00	Lindsay Nicholson	SSL Certificate Renewal	£71.99
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2025/087	Correspondence To consider correspondence received <table border="1"><thead><tr><th>From</th><th>Description</th></tr></thead><tbody><tr><td>Cumberland Council</td><td>Parish Council Records deposited with Kendal Archives</td></tr><tr><td>National Highways</td><td>Clifton Bridge Replacement</td></tr><tr><td>CALC</td><td>Local Plan – Call for Sites Event</td></tr></tbody></table>			From	Description	Cumberland Council	Parish Council Records deposited with Kendal Archives	National Highways	Clifton Bridge Replacement	CALC	Local Plan – Call for Sites Event													
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2025/088	Planning Applications & Decisions 2025/088.1 Applications To discuss planning applications received for consideration by the Parish Council 2025/088.2 Decisions To receive notification of decisions made.
2025/089	Outside Body Reports To receive brief reports from Councillors who represent the Council on outside bodies <ul style="list-style-type: none">• Kirkby Thore Memorial Hall• Appleby Transport Group
2025/090	Highways Matters To consider Highways Matters
2025/091	Footpath Matters To consider Footpath Matters
2025/092	Social Value Fund Heritage Project To receive an update from the working group
2025/093	Tree Survey To receive an update
2025/094	The Helm / Bravo To receive a project update
2025/095	Project Reports To receive a verbal update on actions listed in the previous minutes not listed as a main agenda item for discussion.
2025/096	Items for the Next Meeting of the Parish Council To receive items for discussion at the next meeting of the Parish Council
2025/097	Date and Time of Next Meeting The date of the next meeting to be confirmed. Meeting to be held in Kirkby Thore Memorial Hall.

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