

## KIRKBY THORE PARISH COUNCIL.

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

### Present

**Chairman:** Lorna Baker (LB)  
**Councillors:** Jacky York (JY), and Steve Ormerod (SO)

**Clerk/RFO:** Lindsay Nicholson (LN)

**Also in attendance:** None

**Members of the Public:** 1

2025/162	<b>Apologies for Absence</b> Charlie Bewley forwarded apologies to the meeting. <b>Resolved: to receive the apologies and reasons given.</b>									
2025/163	<b>Declarations of Interest and Requests for Dispensation</b> None									
2025/164	<b>Public Participation</b> The resident present at the meeting raised the Recreation Field. It was reported that the gates don't open and close properly. The area has become accessible to dogs. The clerk was asked to raise the information with the Memorial Hall Committee who are responsible for the land.  The resident raised the signs on footpath FP336005 where the footpath meets the A66. It was felt that there should be a finger post sign at the kissing gate denoting the direction of the footpath straight to the bridge. New paths through the area have formed and it is now confusing.  LB reported that a resident had raised the listed wall on main street at the far end opposite 1 Burwain Terrace. The wall had collapsed under its own weight resulting in some stones falling onto the footpath. LB had forwarded photos of the issue to both the W&F Council Conservation Officer and Eden Housing Association.									
2025/165	<b>Minutes of the Last Meeting of Kirkby Thore Parish Council</b> The chairman was authorised to sign, as a correct record, the minutes of the Parish Council Meeting held on Monday 7 <sup>th</sup> of October 2025. <b>Resolved: to accept the minutes of the previous meeting and the recommendations therein.</b>									
2025/166	<b>Finance</b> <b>2025/166.1 Accounts for Payment</b> 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>Salary October</td><td>£404.10</td></tr><tr><td>PWLB</td><td>Loan repayment</td><td>£334.27</td></tr></table> <b>Resolved: clerk to process the above payments</b> <b>Action: LN</b>	Payee	Description	Amount	L Nicholson	Salary October	£404.10	PWLB	Loan repayment	£334.27
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	<p><b>2025/166.2 Balances</b> The balances at bank on the 1<sup>st</sup> of November 2025 were noted. <b>Resolved: to receive the information</b></p> <p><b>2025/166.3 Signature of Cashbook Reconciliation</b> The chair was authorised to sign the cash the sign the cashbook reconciled to the bank statement. <b>Resolved: to receive the information</b></p>
<b>2025/167</b>	<p><b>Correspondence</b> <b>2025/167.01 British Gypsum: Parish Liaison Meeting</b> The correspondence was outlined. The clerk was asked to make representation to British Gypsum about the meeting. SO was interested in the 3 councils approaching British Gypsum in the spring. <b>Resolved: to receive the information.</b> <b>Action: LN</b></p>
<b>2025/168</b>	<p><b>Planning Applications &amp; Decisions</b> <b>2025/168.1 Applications</b> None</p> <p><b>2025/168.2 Decisions</b> None</p>
<b>2025/169</b>	<p><b>Outside Body Reports</b> <b>2025/169.1 Memorial Hall Committee</b> The Memorial Hall Committee had recently organised a concert to raise funds. Unfortunately, the session was interrupted by power loss resulting in the set moving to acoustic instruments. Despite the lack of power, it was an enjoyable community event. <b>Resolved: to receive the information</b></p> <p><b>2025/169.2 Appleby Transport Group</b> None</p> <p><b>2025/169.3 The Bravo</b> A draft of the upcoming addition had been circulated. CB had requested prior to the meeting that Councillors were welcome to review the draft edition and offer any comments, additions or amendments. <b>Resolved: to receive the information</b> <b>Action: All</b></p> <p><b>2025/169.4 Place Action Group</b> No further update. Next meeting to be held on the 1<sup>st</sup> of December at Brougham Hall. <b>Resolved: to receive the information</b></p>
<b>2025/170</b>	<p><b>Highways Matters</b> JY reported a developing surface fault on Piper Lane. JY agreed to monitor and once a pot hole had developed to forward the details to LN for reporting on HIAMS. <b>Action: JY</b></p> <p>SO indicted that there was a significant pothole on at the boundary of the parish heading towards Knock. SO to send details to LN for reporting on HIAMS.</p>

	<p style="text-align: right;"><b>Action: SO</b></p> <p><b>Resolved: to receive the information. Surface defects to be reported on HIAMS</b></p> <p style="text-align: right;"><b>Action: LN</b></p>
<b>2025/171</b>	<p><b>Footpath Matters</b></p> <p>LB provided an update on the Gates at Hale Grange.</p> <p><b>Resolved: to receive the information</b></p>
<b>2025/172</b>	<p><b>Project Reports</b></p> <ul style="list-style-type: none"> <li>- <b>Parish Trees</b> The clerk reported that several companies were not returning quotations for the works to survey the trees. One of the companies was happy to return a quote but it would be a week before they could get back. <span style="float: right;"><b>Action: LN</b></span></li> <li>- <b>Website</b> The clerk had been referred to Whanos about the purchase of the .gov.uk domain. A discussion was held about the WAG2 compliance regulations. <span style="float: right;"><b>Action: LN</b></span></li> <li>- <b>Data Access Act</b> JY indicated that she had attended the Information Commissioners conference. When the notes are issued she would circulate information to the full Council about the evolving Data Access requirements. <span style="float: right;"><b>Action: JY</b></span></li> <li>- <b>Adoption of Public Phone Box</b> A discussion was held about how the phone box would be used by the Parish. Councillors considered how the views of the residents would be gathered.</li> <li>- <b>Heritage Project – Social Value Fund</b> The clerk gave an update on the planning permission for the interpretation boards. The application had been undertaken via the portal. <span style="float: right;"><b>Action: All</b></span></li> <li>- <b>Spring Bulbs</b> It was noted that bulbs had been ordered. The school was happy to do the planting near the school. A call for volunteers in the rest of the village would be needed. <span style="float: right;"><b>Action: All</b></span></li> </ul>
<b>2025/173</b>	<p><b>Items for the Next Meeting of the Parish Council</b></p> <p>The following items were raised for discussion at the next meeting if the council</p> <ul style="list-style-type: none"> <li>- Community Governance Review – Parish Council Boundaries</li> <li>- Healthwatch Consultation Responses</li> </ul> <p><b>Resolved: to receive the above items</b></p>
<b>2025/174</b>	<p><b>Date and Time of Next Meeting</b></p> <p>The next meeting is scheduled to be held on Monday 1<sup>st</sup> of December 2025 at 7.30pm. Meeting to be held in Kirkby Thore Memorial Hall.</p>

LB closed the meeting at 21:18 hrs

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

Chair Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Clerk Signature: \_\_\_\_\_

Date: \_\_\_\_\_