

## KIRKBY THORE PARISH COUNCIL

The minutes of the proceedings of the **FULL COUNCIL MEETING** of Kirkby Thore Parish Council (KTPC) held on **Monday 1<sup>st</sup> of December 2025** at 19:30hrs in Kirkby Thore Memorial Hall.

### **Present**

**Chairman:** Lorna Baker (LB)  
**Councillors:** Jacky York (JY), Charlie Bewley (CB) and Steve Ormerod (SO)  
  
**Clerk/RFO:** Lindsay Nicholson (LN)  
  
**Also in attendance:** None  
  
**Members of the Public:** None

<b>2025/175</b>	<b>Apologies for Absence</b> None															
<b>2025/176</b>	<b>Declarations of Interest and Requests for Dispensation</b> None															
<b>2025/177</b>	<b>Public Participation (Timed item 15 minutes)</b> A discussion was held about the British Gypsum Liaison meeting. The clerk was asked if British Gypsum would be willing to hold future meeting virtually.															
<b>2025/178</b>	<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 3 <sup>rd</sup> of November 2025. <b>Resolved:</b> to accept the minutes of the previous meeting and the recommendations therein.															
<b>2025/179</b>	<b>Finance</b> <b>2025/166.1 Accounts for Payment</b> The accounts listed below were presented for payment.  <table border="1"><thead><tr><th><b>Payee</b></th><th><b>Description</b></th><th><b>Amount</b></th></tr></thead><tbody><tr><td>L Nicholson</td><td>Salary</td><td>£404.10</td></tr><tr><td>Lowther Forestry Group</td><td>Grass Maintenance 2025 Season</td><td>£5,508.00</td></tr><tr><td>Brentwood Moss Nurseries</td><td>Spring Bulbs</td><td>£733.80</td></tr><tr><td>L Nicholson</td><td>Planning Permission Fee for Interpretation Boards</td><td>£294.00</td></tr></tbody></table> A discussion was held about the Parish Council supporting the Memorial Hall with a donation toward the external Christmas Tree and Lights at £150. Clerk to contact the Memorial Hall. <b>Resolved:</b> Clerk to make the above payments <span style="float: right;"><b>Action:</b> LN</span>  <b>2025/179.2 Balances</b> The balances at bank on the 1 <sup>st</sup> of December 2025 were noted. <b>Resolved:</b> to receive the information  <b>2025/179.3 Signature of Cashbook Reconciliation</b> The chair was authorised to sign the cash the sign the cashbook reconciled to the bank statement.	<b>Payee</b>	<b>Description</b>	<b>Amount</b>	L Nicholson	Salary	£404.10	Lowther Forestry Group	Grass Maintenance 2025 Season	£5,508.00	Brentwood Moss Nurseries	Spring Bulbs	£733.80	L Nicholson	Planning Permission Fee for Interpretation Boards	£294.00
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2025/180	<p><b>Correspondence</b></p> <p><b>2025/180.01 W&amp;F Council: Local Plan – Second Call for Sites</b>  Councillors considered the correspondence. A discussion was held about the sites that had been submitted within the parish to date. Councillors requested the item as a full agenda item at the next meeting of the council.</p> <p><b>Resolved: to receive the information. Clerk to agenda for next meeting.</b></p> <p style="text-align: right;"><b>Action: LN</b></p> <p><b>2025/180.02 CALC: Branch Event – Prevent</b>  The correspondence was outlined. SO expressed an interest in attending on behalf of the council on the 10<sup>th</sup> of December.</p> <p><b>Resolved: to receive the information</b></p> <p style="text-align: right;"><b>Action: SO</b></p> <p><b>2025/180.03 W&amp;F Council: Community Legacy Fund – A66</b>  The next round of the fund was noted. Councillors discussed projects in the parish that might benefit from making an application to the fund including the Memorial Hall toilet refurbishment.</p> <p><b>Resolved: to receive the information</b></p> <p style="text-align: right;"><b>Action: All</b></p>								
2025/181	<p><b>Planning Applications &amp; Decisions</b></p> <p><b>2025/181.1 Applications</b>  None</p> <p><b>2025/181.2 Decisions</b>  The council noted the notification of decision made by Westmorland &amp; Furness Council.</p> <table border="1"> <thead> <tr> <th>Application No.</th> <th>Location</th> <th>Brief Description</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td><a href="#">2025/1786/HOU</a></td> <td>4 Centurion Park Kirkby Thore Penrith CA10 1UL</td> <td>Conversation of garage to form additional living accommodation.</td> <td>Approved with conditions</td> </tr> </tbody> </table> <p><b>Resolved: to receive the information</b></p>	Application No.	Location	Brief Description	Decision	<a href="#">2025/1786/HOU</a>	4 Centurion Park Kirkby Thore Penrith CA10 1UL	Conversation of garage to form additional living accommodation.	Approved with conditions
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2025/182	<p><b>Outside Body Reports</b></p> <p><b>2025/182.1 Memorial Hall Committee</b>  It was noted that the committee had hosted a very successful Christmas Fair that raised over £1,300 for the Memorial Hall. The Christmas tree had been well received.</p> <p><b>Resolved: to receive the information</b></p> <p><b>2025/182.2 Appleby Transport Group</b>  It was noted that the group had not met since the last meeting of the council. A new timetable for the Classic Coaches service would be issued shortly.</p> <p><b>Resolved: to receive the information</b></p> <p><b>2025/182.3 The Bravo</b>  CB provided an update on the Bravo. It was noted that the funding from British Gypsum would soon be coming to an end. At this stage it was not clear if it would be renewed. How to fund the future editions was discussed.</p> <p><b>Resolved: to receive the information.</b></p> <p><b>2025/182.4 Place Action Group</b>  Councillors discussed the work of the Place Action Group. It was noted that the Good Neighbours Scheme in Moorland had achieved tangible benefits.</p>								

	<p>The group were now discussing their preliminary plan for the next years budget. Of particular note were the Brougham History Plan. Signage of the Lady Anne Way (KT Councillors indicated that they would be prepared to lead this project) and 927 Eamont Bridge.</p> <p><b>Resolved: to receive the information</b></p>
2025/183	<p><b>Highways Matters</b> The surface on Piper Lane continues to degrade.</p> <p><b>Resolved: to receive the information</b></p>
2025/184	<p><b>Footpath Matters</b> None</p>
2025/185	<p><b>Community Governance Review – Parish Boundaries</b> The clerk outlined the questions that the Parish Council had been asked to respond to regarding the Community Governance Review. Councillors considered the maps associated with the parish boundary. The clerk was asked to forward a parish response indicating, that the current number of councillors was felt to be ok, that no change to the parish boundary was required at present. The clerk was asked to raise the fact that the new A66 location may change the nature of the parish significantly and therefore a further review may be needed as the work completes.</p> <p><b>Resolved: clerk to respond to the review as outlined.</b> <span style="float: right;">Action: LN</span></p>
2025/186	<p><b>Footway Lighting Agreement</b> The footway lighting agreement was reviewed. Councillors approved the signing of the agreement by the chair. The clerk to return the documentation to Westmorland &amp; Furness Council so that the lighting stock could be returned to their asset list.</p> <p><b>Resolved: to approve the signing of the Footway Lighting Agreement to return the lighting stock to W&amp;F Council</b> <span style="float: right;">Action: LN</span></p>
2025/187	<p><b>Tree Survey Contract</b> The quotations received were noted. The council approved the quotation from Andy Nicol Tree Specialists. Clerk to appoint the contractor.</p> <p><b>Resolved: to award the contract to Andy Nicol Tree Specialists</b> <span style="float: right;">Action: LN</span></p>
2025/188	<p><b>Project Reports</b></p> <ul style="list-style-type: none"> <li>- <b>Adoption of Public Phone Box</b> It had been suggested that proposals for the use of the phone box could put in an article for the Bravo. JY indicated she would ask the school about the use of the phone box to showcase children's work.</li> <li>- <b>Heritage Project – Social Value Fund</b> The planning application had been submitted. The artist was scheduled to commence work on the 12<sup>th</sup> of January. The wording for the interpretation board was to be confirmed prior to the 12<sup>th</sup> of January. LB to liaise with the working group about wording. SO offered to proofread.</li> <li>- <b>Spring Bulbs</b> The spring bulbs had arrived. CB updated the meeting regarding the planting of bulbs in several areas in the parish. The school children had been involved in the planting near the school.</li> </ul>

2025/189	<p><b>Items for the Next Meeting of the Parish Council</b>  The following items were raised for discussion at the next meeting if the council</p> <ul style="list-style-type: none"> <li>- Second Call for Sites</li> <li>- Community Legacy Fund Projects</li> <li>- Parish Council Budget</li> </ul> <p><b>Resolved: to receive the above items</b></p>
2025/190	<p><b>Date and Time of Next Meeting</b>  The next meeting is scheduled to be held on Monday 5<sup>th</sup> of January 2026 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: \_\_\_\_\_