

KIRKBY STEPHEN TOWN COUNCIL

Town Councillors are hereby summonsed to a meeting of the Council to be held in the **Local Links Meeting Room, Vicarage Lane** on **Tuesday 7th June 2016 at 6.45pm.**



Mrs. Jeanette Cooper, Clerk
26th May 2016

Kirkby Stephen Town Council
Local Links, Vicarage Lane

Kirkby Stephen, Cumbria, CA17 4QX

Tel: 017683 74854 ccc@kirkbystephen.f9.co.uk

AGENDA

Public Participation

Allocation of five minutes for members of the public to raise issues, questions or comments.

Eden Credit Union

To receive a presentation about the Eden Credit Union.

District and County Councillors Participation

Allocation of five minutes for District and County Councillors to raise issues, questions or comments.

Community Policeman

Allocation of five minutes for Community Police team to raise issues, questions or comments.

A1 Apologies - To receive and record with reason, any **apologies for absence**

A2 To **confirm the minutes of the meeting held on 3rd May 2016** as a correct record (copy enclosed)

A3 To receive **declarations of interest** in respect of items on this agenda.

A4 Planning

To consider & comment on the following applications submitted to Eden District for approval:

16/0274 – Land Off Appleby Road. Full application. Construction of an improved road access onto Appleby Road.

To receive and consider any additional planning applications received after the publication of this agenda and before 2nd June.

To receive and note the following decisions:

16/0152 – 23 North Road, granted

15/1160 – Redmayne Gardens, granted

16/0059 – 35 Westgarth Road, granted

To note that the Levens House Farm appeal has been dismissed by the Planning Inspectorate.

Waitby Sidings – to receive feedback from Cllrs Lumley and Marsh following an informal site visit held by the applicant. At the May meeting the Council requested a site visit be held by Development Control Committee, to consider if the Council wishes to change its request.

A5 Eden District Council – Stage One Complaint

Copy letter herewith. To receive and consider the response from Eden District Council in regards to the complaint made by the Town Council. To consider whether to accept the response or to take further action.

A6 Carr House NDO

To receive an update on the progress of the Carr House NDO. To note the grant of £3,100 from Locality has been received.

A7 Grants and Donations

Copy letter herewith. To receive and consider a request for funding to help meet the costs of the Eden Timebank in Kirkby Stephen.

A8 Portfolio Report – Town Council Administration Cllr Mrs. Johnstone

a. Westmorland Dales Day – 31st July. To receive an update on progress and to consider the wording of the banners. A funding application is being submitted to Eden Community Fund, to consider a request to provide match funding of £240 towards the event costs. There are sufficient funds in miscellaneous to cover this should the Council agree to the request.

b. Vacancy – to note that the vacancy has been advertised on the website and in the Newsletter. One letter of interest has been received to date. To arrange to meet with the prospective candidate prior to filling the vacancy at the July meeting.

A9 Portfolio – Community Planning, Cllr Mr. Birtles/ Cllr Mrs. Lumley

To receive a report on the Warcop Liaison Briefing.

A10 Portfolio – Community, Cllr. Mr. Richardson

To receive a report on the CAG meetings being held at KS Police Station during the fair period.
To receive the notes of the Neighbourhood Forum meeting held in Kirkby Stephen on 10th May.

A11 Portfolio – Highways, Cllr Mrs. Sowerby

- a. Copy information herewith. To receive and consider an application submitted to Cumbria Highways by Stainmore Railway for the installation of 3 direction signs in the town.
- b. To receive and consider a complaint from a mobility scooter user regarding obstacles on the pavements in the town centre and in South Road which prevent access.

A12 Portfolio – Open Spaces, Cllrs Mrs. Johnstone and Mrs. Thornton

- a. Following a suggestion received to remove all trees from the river bank edge at Frank's Bridge, Clerk met with an officer from the Environment Agency to seek advice. It is recommended that the trees are removed along the full section of river bank to aid the flow of water during high rainfall. It is suggested that the work is phased over several years. To consider the recommendation and decide what action to take.
- b. To authorise expenditure of £397 + VAT for work to be carried out in Silver Street Gardens, the provision of lavenders and to empty and refill the town planters with compost prior to the summer planting.

A13 Portfolio – Property, Cllr Mr. Marsh

To receive a report on recent activities.

A14 Portfolio – Tourism & Events, Cllr. Mr. Walker

- a. To receive an update on the progress of Christmas Lighting 2016. To consider accepting a pole offered by a firm in Kendal. To authorise expenditure to have the pole delivered.
- b. To authorise the business advertisement signs to be updated. This will incur a cost.

A15 Accounts for payment to be passed

To approve the accounts for payment, list to be circulated at the meeting

A16 Annual Return 2015/16

Copy Annual Return with supporting documents herewith. To approve the Annual Governance Statement, section 1, to approve the Accounting Statement, section 2.

A17 Annual Accounts 2015/16

Copy herewith. To approve the annual accounts. To note that the internal auditor has carried out an audit of the accounts and has not raised any matters of concern.

A18 Correspondence

No items received as of 25th May.

A19 Date of next meeting

To note the date of the next meeting as Tuesday 5th July 2016. Items for the agenda must be received before Monday 27th June.

Supporting documents and correspondence, with the exception of confidential reports and correspondence, are available to view in the Community & Council Centre.