

## 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 1<sup>st</sup> November 2016 at 6.45pm.**



Mrs. Jeanette Cooper, Clerk  
**26<sup>th</sup> October 2016**  
Kirkby Stephen Town Council  
Local Links, Vicarage Lane  
Kirkby Stephen, Cumbria, CA17 4QX  
Tel: 017683 74854 [ccc@kirkbystephen.f9.co.uk](mailto:ccc@kirkbystephen.f9.co.uk)

### **AGENDA**

#### **Public Participation**

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

#### **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 4<sup>th</sup> October 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:**  
None Received – 26<sup>th</sup> October 2016  
**To receive and note the following decisions:**  
None received – 26<sup>th</sup> October 2016  
**Planning Appeal – To consider and comment on the following appeal:**  
37 Market Street, retrospective application for the installation of air conditioning unit to the rear elevation. Copy letter of response to application 15/0903 herewith for information.
- A5 Carr House NDO**  
Copy email circulated earlier. To note Carr House NDO is now the subject of a six week consultation, representations are invited by the Yorkshire Dales National Park Authority.
- A6 563 Service KS, Brough, Appleby – Penrith**  
To receive an update on the future of the service.
- A7 Town/Church Clock**  
a. To receive an update on the town clock including a report of a meeting held with the PCC and the launch of a fund raising campaign.  
b. To consider making an offer to the Church to take ownership of the clock and undertake to maintain the clock on behalf of the town.
- A8 Cloisters**  
To receive and consider a quote for repair works to the bell tower.
- A9 Remembrance Service**  
a. To authorise a donation of £20 for a poppy wreath to be laid by the Town Council at the Remembrance Service.  
b. To receive an invitation to attend the Remembrance Service at the Church on Sunday 13<sup>th</sup> November at the earlier time of 10am.
- A10 Christian Head – Public Car Park**  
To receive notification from Eden District Council that the car park is to be handed back to Cumbria County Council after 31<sup>st</sup> March. To consider the implications and what action to take.
- A11 Encounter Eden – Proposed Events**  
Copy information herewith. To receive and consider supporting a proposed Farmers' Market and Westmorland Heritage and Arts Fair.
- A12 Consultations**  
To receive, consider and comment on the following public consultations:  
a. Proposal to cap precept rises – CALC report herewith.  
b. The Future of Healthcare - Copy consultation document distributed previously.  
c. Boundary Commission for England – Review of Parliamentary Boundaries. Copy consultation document circulated by email.

- A13 Portfolio Report – Town Council Administration Cllr Mrs. Johnstone**
- a. Community and Council Centre Biannual Report herewith. To receive and consider the report.
  - b. Payroll Software, to authorise the Clerk to renew the annual subscription of the payroll software at a cost of approximately £60 for the year.
  - c. To consider arranging a CALC Councillor refresher training course to take place in February at the Local Links, date to be confirmed.
  - d. Dates of January meetings – the January meeting is scheduled to take place on 3<sup>rd</sup> January, to consider delaying the meeting to Tuesday 10<sup>th</sup> and to consider holding the budget meeting on 24<sup>th</sup> January.
- A14 Portfolio – Community Planning, Cllr Mr. Birtles/ Cllr Mrs. Lumley**  
To receive a report on activities.
- A15 Portfolio – Community, Cllr. Mr. Richardson**  
To receive a report on activities.
- A16 Portfolio – Highways, Cllr Mrs. Sowerby**
- a. To consider a request for dropped kerbs in Westgarth
  - b. To consider a request for a 20mph speed limit in Faraday Road.
- A17 Portfolio – Open Spaces, Cllrs Mrs. Johnstone and Mrs. Thornton**
- a. To note that tree work has been carried out in Frank’s Bridge and further tree work is recommended. To consider applying for funding to assist with the cost.
  - b. To consider an offer from WaW to re-use the knitted flowers in Silver Street Garden or Frank’s Bridge.
  - c. To receive and consider a request from Against Breast Cancer Ltd. to site a textile recycling bank in Kirkby Stephen, location to be agreed by the Town Council.
  - d. Copy information herewith. To consider a proposal from YDNPA to erect a sign on or near to the new National Park boundary on the A685 and to identify possible locations.
- A18 Portfolio – Property, Cllr Mr. Marsh**  
To receive a report on recent activities.
- A19 Portfolio – Tourism & Events, Cllr. Mr. Walker**
- a. Copy report herewith. To receive an update on the progress of Christmas Lighting 2016.
  - b. To receive a report on the Tourism Summit.
- A20 Accounts for payment to be passed**  
To approve the accounts for payment, list to be circulated at the meeting.
- A21 Correspondence**  
Copy letter herewith. To receive and consider correspondence from Enterprise Inns in response to concerns raised about the long-term sustainability of the Kings Arms.  
Letter of thanks from Kirkby Stephen Grammar School regarding the sponsorship of the Town Council Shield.
- A22 Date of next meeting**  
To note the date of the next meeting as Tuesday 6<sup>th</sup> December 2016. Items for the agenda must be received before Monday 28<sup>th</sup> November.

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