

## 4 December 2018, Ordinary Meeting of the Town Council

*J.C.S.B.*

Mr Christian Barnes MA (Clerk)  
Wednesday, 28 November 2018

### 6:00pm

1. **Apologies & Welcomes**
2. **Declarations of Pecuniary Interest** To receive any Declarations of Pecuniary Interest.
3. **Exclusion of the Press and Public** To resolve to exclude the press and public by a resolution of the council on the grounds that publicity would prejudice the public interest by reason of the confidential nature of the business in respect of the following agenda item.
4. **Budget 2019 2020** To receive councillors' responses to the budget briefing including discussion of employment costs with a view to finalising the budget at its meeting in January 2019.

### 6.45pm

#### 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.

#### Participation of the Police

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

### 7.00pm

#### **AGENDA**

1. **Apologies & Welcomes**
2. **Declarations of Pecuniary Interest** To receive any Declarations of Pecuniary Interest.
3. **Minutes** To approve the minutes of the meetings held on the 6<sup>th</sup> November and 21<sup>st</sup> November 2018 (attached).

4. **Forum with Kirkby Lonsdale and Sedbergh Town Councils** To consider the responses of Sedbergh and Kirkby Lonsdale Town Councils to Kirkby Stephen's proposal for joint action and advocacy in respect of Gypsy and Traveller activities at the time of Appleby Horse Fair.
5. **Horse Corral in Market Place** To consider and respond to the Police request to establish a horse corral in the Market Place. (The Council has received 21 letters of opposition from residents to the proposal and no letters of support. Redacted copies of correspondence received to date will be made available in the meeting and may be viewed at Local Links).
6. **Planning** 18/0897 Site address: WHITE HOUSE FARM SOUTH ROAD KIRKBY STEPHEN  
Description: Non-material amendment comprising of modification of landscaping plan attached to approval 13/0737.
7. **Planning** 18/0922 Site address: 19 A QUARRY CLOSE KIRKBY STEPHEN CA17 4SS  
Description: Proposed single garage.
8. **Planning** 18/0921 Site address: LAND ADJ' WELLFIELD FARM HOUSE APPLEBY ROAD KIRKBY STEPHEN, CA17 4PE  
Description: Agricultural building.
9. **Budget/Finance (Reserves)** To approve and adopt the recommendations made in the clerk's budget paper (20/11/2018) in respect of the holding of reserves from April 2019 as follows:  
  
The Town Council RESOLVES to set balanced budgets with a projected surplus other than in exceptional circumstances in which the whole of the council's planned expenditure is met by precept and income in order to protect and build up its reserves.  
  
The Town Council RESOLVES to establish, build up and record in its accounts dedicated 'restricted' reserves including the establishment of a reserve (sinking fund) dedicated to the maintenance of assets devolved from higher tier councils.  
  
The Town Council RESOLVES to consider the value of its forecast reserves at the year end when setting its budget and raising precept.
10. **Budget/Finance (Monitoring)** To approve and adopt the recommendations made in the clerk's budget paper (20/11/2018) in respect of finance generally for the year 2019 2020.  
  
The Council RESOLVES that on a quarterly basis on completion of the quarter:  
  
(Either)

that the Town Council moves finance up its agenda and receives at the completion of the Quarter a Bank Reconciliation made up to the month end together with a quarterly budget monitor that allows councillors to compare budget to actual figures including the cash book and to monitor the accumulation and depletion of reserves.

(or)

that the Town Council RESOLVES to appoint a finance committee to meet separately on the quarter regarding the above and report back to council at the following meeting. Committee to include officers.

(and)

The Town Council RESOLVES that the procedure for finance in ordinary monthly meetings is reduced to receiving and approving a schedule of payments.

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| 11. <b>Clerk's report/Correspondence</b> | To receive updates and respond to correspondence as appropriate. |
| 12. <b>Date of Next Meeting</b>          | 15 January 2019.   |