

03 September 2019, Kirkby Stephen Town Council

Ordinary Meeting

Kirkby Stephen Town Council, Local Links, Vicarage Lane, Kirkby Stephen, Cumbria, CA17 4QX

Tel. 017683 74854 | clerk@kirkby-stephen.com | www.kirkbystephen.com

Starting at 6.45 pm at Local Links

Attending: Cllrs J Johnstone, P Richardson, D Thornton, M Walker, G Wren, S Lancaster (EDC/KSTC). Cllr P Dew (CCC/EDC) and 4 members of the Public.

Public Participation.

A member of the public raised concerns about the narrowing of the road in North Road near the Hartley Road junction and the projection into the street of parked vehicles. It was noted that in this area road markings were worn away. Further concerns were raised regarding the roundabout at the bottom of Silver Street at its Junction with the A685 where road markings were also worn away. A member of the public raised a question as to whether the no-entry sign at Market Square needed to be more prominent as vehicles were habitually driving around the market against the flow of traffic. The meeting was attended by police and Spt. Rob O'Connor agreed that he would pick up the issue of vehicles driving the wrong way around the Marketplace as an enforcement matter. A member of the public raised a concern that Kirkby Stephen was short of an indoor wet weather venue such as a museum, she felt that an indoor attraction was needed in the town and that materials 'belonging' to Kirkby Stephen were being dissipated to other centres. she felt that the town should celebrate its history in respect of a local figure such as Michael Faraday and Industries such as Wool Stone etc..

The issue of Street Lamps and their replacement in a scheme organised by Eden District Council was also discussed. 2 lighting columns of historic value in Melbecks were being decommissioned and removed. Residents had approached the council to establish whether the street lamps could be retained and extensive enquiries have been made. It had emerged that it would cost £600 to retain the lamps and the Council was not minded to commit resources to this purpose when the recommissioning costs were likely to be high without out the certainty of the lamp posts being reused in another location.

A member of the public spoke about the proposed cycleway between Brough and Kirkby Stephen which was associated with the dualling of the A66. There was discussion of the idea of establishing a wild flower meadow along its distance with only junctions mown.

Participation of District Cllrs S Lancaster/P Dew.

Cllr Lancaster set out a brief report detailing the approach of the new administration:

1. Scrapping the Masterplan in the form it was proposed by the previous administration.
2. Delivering affordable housing across the district taking note of the housing needs survey recently completed.
3. Using the council's commercial company in whatever form it is in to deliver this.
4. Using the commercial company to deliver sustainable commercial opportunities and investments to support the income streams of the council.
5. Driving forward increased health improvements working with our partners to do so as outlined in the Cumbria wide health strategy.
6. Supporting current businesses, including tourism and attracting new businesses.
7. Retaining a weekly bin collection.

8. Bringing forward new ideas to reduce waste and avoid landfill in the first place as we move towards a new waste contract.
9. Developing partnership working with parishes.
10. Reviewing the 'Devolution of Services' program.
11. Revisiting the Parish Charter.
12. Creating an 'enabling' culture in the council.
13. Commissioning a 'root and branch' review of all the operations delivering services.

Participation of County Cllr P Dew.

Cllr Dew spoke to a written report given as Appendix 1. A report of traffic survey results was given (details in Appendix 1) No further action was proposed.

The traffic management officer would be visiting Kirkby Stephen on 20 September.

It was agreed to write to Matthew Neal and support Cllr Dew's request for (1) an economic impact study (2) the purchase of land for temporary stopping places (3) a group to investigate the development of an income stream to offset the costs associated with the fair.

Cllr Dew also reported on: Borderlands Inclusive Growth Deal, Burial Board, Eden District Council Plan 2019-2023, CCC 'Working Together' programme.

He commented that there was no significant rabbit warren at Christian Head carpark.

As a general point he called upon Local MP Rory Stewart to back the Prime Minister's 'Do or Die' stance on Brexit.

Participation of Supt. Rob O'Connor.

This appearance at the Town Council was a follow up to the meeting of the Town Council which Supt O'Connor had attended on the 5th February 2019 at which he had outlined his approach to the Policing of the Town in the build up to the Appleby Horse fair. At that meeting he had outlined the eight measures that had underpinned his approach to policing the fair and he was confident that the police had delivered on those undertakings. He congratulated Inspector Jo Walker and Sgt. Andy Milburn particularly for the excellent job they had done of policing the A685. Noting that threats had been made against them. During Phase 1 they had maintained a Kirkby Stephen Upper Eden staffing profile as follows: 4 Sgts, 28 PCs + PCSO's in total over 40 staff. The emergency Phone line had been customised for the period with 101 calls being answered on average within 75 seconds on the dedicated Appleby Fair option. CCTV had been very successful and had been augmented by body worn cameras. The Police regarded the Licencing Charter as a success and he noted that the Public Spaces Protection Order had worked well.

The overall approach had been 'Firm but Fair'

During the period there had been 8 arrests, 21 crimes, 20 Parking tickets with Stop and search being exceptionally low. 101 had received 103 calls during the period down from 115 in the previous year. Of the crimes committed during the period none had been of significance.

The policing of the fair had cost:

1. 2017 £90,000
2. 2018 £105,000
3. 2019 £130/135,000

Supt O'Connor thanked the council for its detailed response/report on the policing of the fair which the Police had found useful in evaluating the impact of their activities.

In approaching next year's policing, he would be looking to maintain these levels of staffing. Police had encountered some negative feedback regarding the perceived ban of the horse sale and had responded with antisocial behaviour orders.

Some feedback had been received including that relayed from the Town Council that Policing had been overbearing. He undertook to be responsive to the detailed feedback they had received. It was noted that in 2019 76% of traders were open without any

restriction and that in 2019 97% intended to open. It was agreed that this was a measure of the success of the policing and Supt O' Connor/Cumbria Constabulary were congratulated by the Town Council on a successful operation.

The report of PCSO Janet Allinson was made available.

19/056 **Apologies, Cllrs** A Birtles (Holiday), C Lynch (Work)

19/057 **Declarations of Pecuniary Interest, None.**

19/058 The **Minutes** of the meeting held on the 9th July 2019 were approved as a true record subject to minor amends.

19/059 **Planning**

19/0585 Site address: UNIT 3A ST LUKES ROAD, KIRKBY STEPHEN, CA17 4HT. Discharge of conditions 3 (surface water drainage) and 6 (boundary fencing) attached to approval 19/0198.

Supported

19/060 **Tour of Britain (SPOKE)**

This event was imminent and some concern was expressed about preparedness. Traders had not been able to find out as much as they would have liked about how to participate in and celebrate the event from the organisers like how the roads would be blockaded (Rolling Road Block) and whether their premises would be accessible. Details of the draft programme 'SPOKE' organised by Kirkby Stephen Community Arts with support from the Town Council had been circulated to Cllrs immediately prior to the meeting. It was noted that KSCA had elected not to make an application to the Arts Council for support as had originally been proposed. The Council would make available the parking spaces outside the Pennine Hotel for spectators and also the Market Place. Cllr Lancaster outlined some of the preparations in more detail and showed a selection of miniature knitted jerseys that would be used as street decorations

19/061 **Renewal of Footway Lighting**

The renewal of footway lighting was well underway. Issues had arisen in Melbecks over the decommissioning of two posts which had heritage value. The owners of an adjacent property had wished to see the post retained and had offered to maintain it. However it had emerged that the expense of plant required to extract the post including its foundation was £600. The Stainmoor railway had offered to store the posts in a siding against some possible future recommissioning. It was agreed that the council would not incur the expense of retaining the posts. A resident of South Road who was wheelchair bound had experience difficulties navigating the pavement. The contractors had been instructed to progress this work as a priority with a view to having it completed within the week. The council recognised the helpful contribution made by Eden District Council in facilitating and responding to both of these enquiries.

19/062 **Eden District Council, Council Plan Consultation.**

Eden District Council's leaflet detailing the draft council plan was circulated and considered. Cllrs felt that while the plan was 'laudable' it contained a great deal of wishful thinking. There were immediate criticisms: the plan was 'Penrith centric' and would benefit from a more balanced geographic approach. Cllr Wren suggested a more structured response was required and it was agreed that the Clerk would circulate a google form to collate Cllrs comments for approval at the next meeting and submission thereafter.

19/063 **Grass Cutting and Tree Maintenance.**

It was agreed that the Clerk would sit down with the Open Spaces group of councillors and develop an outline plan for the regular maintenance of open spaces for further discussion.

19/064 **Benches**

The council considered the purchase of Street Master Benches 'Clarendon' at £495 per seat installed. The number of seats to be purchased was not decided but the first priority was the replacement of the bench on Redmayne Road. The purchase was to be supported by funds from the Calor fund. The level of contribution would be confirmed and reported before an order was placed.

19/065 **Finance**

The **July** Bank Reconciliation was approved with a closing balance of £105,030.35

A Schedule of payments were approved as listed at 31st July 2019

(<https://www.kirkby-stephen.com/app/uploads/20190801-Bank-Rec-Payments-for-Approval.pdf>)

The Clerk was authorised to set up other regular payments e.g. Salary/NIC/PAYE etc. and known planned expenditure listed.

Staff Holiday had meant that August's figures were not ready to be presented and these would go to the next meeting. The website would be updated in due course.

19/066 **Audit**

The External Auditor had issued a certificate (30/7/2019) as follows:

'Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'

'The smaller authority has not restated the 2017/18 figure when revaluing assets in Section 2, Box 9. Please note that the Practitioners' Guide allows smaller authorities to use any reasonable valuation method, provided that the prior year figure is restated for consistency and comparability.'

'The figure in Section 2, Box 4 of the prior year comparative column does not agree to the prior year final signed AGAR. This is due to a transcription error. The figure in Section 2, Box 4 of the prior year comparative column should read £56,635.'

CLRs noted that the audit had confirmed that no query had been raised as to the revaluation process and that the auditor's comment related to the protocol for restating the revised value in the prior year on the Annual Accounting Statement rather than the process itself. A typographic error had led to employment costs being misstated by £20. Neither issue was felt to be significant and no action was necessary arising from the audit.

19/067 **Clerk's Report**

The HSBC Mandate held in the name of the Jubilee Charity Trust had still not been implemented by the bank. A new copy of the mandate had been drafted and would be circulated for signature after the meeting. The clerk would attend the bank in Kendal (again) to ensure that the changed mandate was properly instructed.

On appointment the Clerk had proposed undertaking the CILCA Qualification. There were three elements of cost to this: CALC Local support sessions starting on the 18th September

2019 (£200.) The Society of Local Council Clerks (£350) Online assessment. Time the Clerk had advised that the course would take 4 hours a week. The Clerk also worked for Crosby Ravensworth Parish Council who had agreed to fund 50% of the costs. It was agreed that Kirkby Stephen Town Council would fund half of the cost. The Chairman would consider the funding of the Clerk's time in completing the course and report back to the council.

Portfolios

1. Town Council Administration. The Leader and Chief Executive Officer were due to meet Local Cllrs Lancaster and Dew on the 2nd October and it was agreed to co-ordinate a meeting with the Town Council or Cllrs with that event. EDC Funding of the Council and Community Centre had not yet been received, The Licence to Occupy (Local Links) had still not been transacted with Cumbria County Council.
2. Community Planning. All Weather Pitch. Eden District Council's Signature Fund funding was expected on the 6th September after some delay. Kirkby Stephen Community Sports Association had committed to works on the basis of the offered funds and the project was substantially complete with an opening due on the 28th September. KSCSA were concerned about the availability of funds from the signature fund to complete payments now due.
3. Community.
4. Highways. The council considered the 'Working Together' proposal from Cumbria CC and decided to avoid making a response on the basis that the programme was intended to reduce the County Council's responsibilities and devolve these responsibilities to volunteers.
5. Open Spaces. It was agreed to thank the Walkers are Welcome group for their work tidying up the Christian Head Car Park. It was noted that the National Meeting of Walkers are Welcome was scheduled for October 12/13 59 delegates were expected including 7 delegates from Japan.
6. Property.
7. Tourism & Events. Cllr Walker had attended the Eden Tourism Network Meeting and noted that the Local Economic Partnership had funds available for Capital Projects up to 2021.

19/068 **Date of Next Meeting** 1 October 2019.

.....

Chairman

.....

Date

.....

Chairman's Initials

Appendix 1
Report of County Cllr Phil Dew

Highways

A traffic survey was carried out on Faraday Road between the 9th and the 15th of August, 2019. The mean speed was 21.8mph and the 85th percentile speed was less than 30mph [27.4]. Therefore, no further action will be taken.

The traffic management officer is visiting Kirkby Stephen on 20 September, 2019 to discuss various outstanding issues including: double yellow lines on Hartley Road; keep clear markings on The Crescent; refreshing the Market Street road markings; the mini-roundabout on North Road and providing a cemetery sign.

I have had a complaint about the un-adopted road off Mellbecks leading to Levens Close. The run-off is causing blocked drains and other problems.

The parking bay in the vicinity of McColls is ongoing as is the review of HGV permits.

Appleby Horse Fair

The next MASCG meeting is on Monday, 23 September, 2019. I would like the Town Council to write to Matthew Neal and support my request for (1) an economic impact study (2) the purchase of land for temporary stopping places (3) a group to investigate the development of an income stream to offset the costs associated with the fair.

I have written to Chief Inspector Rob Melloy of the RSPCA saying that we would be happy to raise money to support an RSPCA presence in KS next year.

A66 Dualling

I have asked Brian Williams the A66 Project Director for the dualling of the A66 to support the cycle way from Brough to Kirkby Stephen which will relieve pressure on the local road network and provide a link to the proposed 'off A66' route. This suggestion will be discussed by Highways England at a meeting in November, 2019.

Borderlands Inclusive Growth Deal

Kirkby Stephen will be the market town nominated by Eden Local Committee for the Borderlands Place Programme. We will be drawing up a Place Plan in due course.

Burial Board

The sexton, John Hill, has resigned and Trevor Maughan will be responsible for digging graves for the foreseeable future. A new Clerk, Hazel McWhirter, has been appointed to replace Julie Chapman. A new ride-on mower and strimmer have been purchased. A boon day will be held on Saturday, 28 September, 2019.

Council Plan 2019-2023

Everything in the plan will be viewed through the lens of sustainability and the overarching aim is to achieve zero carbon emissions by 2030. In my opinion this is only one factor that needs to be taken into consideration. Value for money is equally important. The Council cannot afford to be profligate with its limited resources and any programme must be cost effective.

Working Together

.....
Chairman's Initials

This new CCC policy is ill-conceived and too risk averse. Officers should go back to the drawing board and come back with something more worthwhile and meaningful.

Rabbits

I have consistently said that there are no rabbit warrens of note in the banking of the car park because rabbit warrens have a distinctive smell [and I speak as someone who used to go out ferreting on a regular basis]. I am pleased to have been proved right!