

4<sup>th</sup> August 2020, Ordinary Meeting of the Town Council.  
starting at 6.45pm at the Masonic Hall. North Road, Kirkby Stephen.

**Public Participation**

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

**District and County Councillors Participation**

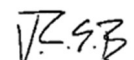
Allocation of five minutes for District and County Councillors to raise issues, questions or comments.

**Participation of the Police**

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

**AGENDA**

- 1 Apologies & Welcomes.**
- 2 Declarations of Pecuniary Interest.**
  1. To receive any Declarations of Pecuniary Interest.
  2. To note that the Declaration of Pecuniary Interest sent to the Monitoring Officer (11 March 2020) by Cllr Girvan had not been published on Eden District Council's website.
- 3 Minutes.** To authorise the Chairman to sign the draft minutes of the meeting held on the 3<sup>rd</sup> March 2020 as a true record (attached).
- 4 Policy Review 2019 2020** The meeting due to be held on the 30 March and cancelled owing to the Coronavirus Lockdown starting on the 24<sup>th</sup> March was to have been presented with the following resolutions regarding adoption/re-adoption which councillors have approved unanimously using a Googleform, published on the 30 March 2020 the council is asked to ratify the re adoption of the following documents.
  1. Financial Regulations (No changes advised)
  2. Standing Orders (No changes advised)
  3. Risk Registers (Updated & Revisions made)
  4. Asset Register No Changes advised)
- 5 Code of Conduct** The meeting due to be held on the 30 March and cancelled owing to the Coronavirus Lockdown starting on the 23<sup>rd</sup> March was to have been presented with the following resolution which councillors are asked to ratify.
  1. To adopt a revised Code of Conduct for Councillors

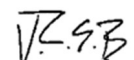


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- 6 Finance 2019 2020** The meeting due to be held on the 30 March and cancelled owing to the Coronavirus Lockdown starting on the 24<sup>th</sup> March was to have been presented with the following resolutions which councillors approved unanimously using a Googleform, published on the 30 March 2020. Councillors are asked to ratify this approval.
1. To approve and ratify receipts and payments (up to the end of the financial year) and to receive and approve the bank reconciliation to the end of the month (attached).
  2. To receive the third quarter budget monitor (attached) and to note the financial position of the council at the year end.
  3. To approve for publication a list of all payments made in the year 2019 2020. (attached)
- 7 Internal Auditor's report 2019 2020**
1. To receive and approve the internal auditor's report for the year ending 2020 (dated 20 April 2020). To note any matters of concern. (attached)
  2. To receive and note the internal auditor's certificate (AGAR) (dated 20 April 2020). (attached)
- 8 Annual Governance and Accountability Return 2019 2020** To complete, sign and approve for publication the Annual Governance Statement. (attached)
- 9 Annual Governance and Accountability Return 2019 2020** To complete sign and approve for publication the Annual Accounting Statement. (attached)
- 10 Annual Governance and Accountability Return 2019 2020** To authorise the Clerk to publish the 'NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020 under the Local Audit and Accountability Act 2014 Sections 26 and 27. The Accounts and Audit Regulations 2015 (SI 2015/234) starting on Tuesday 11 August 2020 and ending on Tuesday 22 September 2020.
- 11 Planning matters during lockdown** To ratify planning responses made during the lockdown as follows:
1. Orchard House 20/0153 (Side Extension) (Support)
  2. Land off Christian Head 20/0199 (Objection withdrawn)
  3. Land off Nateby Road 20/0211 (Objection)
  4. Re-consultation on amended plans, land to the rear of 22A Market Street (Objection Maintained)



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| <b>12 Report of items transacted/arising under delegated authority during lockdown</b> | To ratify: <ol style="list-style-type: none"> <li>1. Grass Cutting contract.</li> <li>2. Survey of Footway Lights &amp; Snagging List (update)</li> <li>3. Rescheduled meeting regarding Jubilee Park/Westmorland Dales engagement</li> <li>4. To note correspondence regarding Cumberland Building Society.</li> <li>5. To note correspondence from MP Neil Hudson regarding electric vehicles/charging</li> <li>6. To note standing of the proposed September closure of the A66 Appleby Bypass.</li> </ol> |
| <b>13 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020</b>            | To note the provisions of the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 as follows: <ol style="list-style-type: none"> <li>1. The cancellation of the Annual Parish Meeting</li> <li>2. All appointments made at the Annual Meeting 2019 to stand until resignation or the Annual Meeting due to be held in 2021 (the following year)</li> </ol>  |
| <b>14 Devolution of Services</b>   | To note the position regarding the Devolution of Stoneshot Toilets and Carpark and the Visitor Information Centre.  |
| <b>15 Planning</b>   | 20/0427, Site address: TANGLES SALON 41 NORTH ROAD KIRKBY STEPHEN CA17 4RE. Description: Listed Building Consent for replacement sliding sash window to front of property.  |
| <b>16 Tree Report (Stenkrith)</b>  | To consider advice regarding Ash Trees at Stenkrith. (Photographs attached) with associated works costed at £695  |
| <b>17 Victoria Square Phonebox</b>   | To respond to BT Proposal to decommission Victoria Square Phone Box   |
| <b>18 Lady Anne's Way</b>  | Update on project progress and to note date of unveiling 5 September 2020   |
| <b>19 Christmas Lighting</b>   | To consider the proposal for additional Christmas Lights provided by Cllr Walker and if agreed, sanction the ordering of necessary equipment  |
| <b>20 Young People</b>   | Proposal 'in principle' to establish a charity associated with the Evergreen Building for the benefit of young people (Cllr Birtles)  |
| <b>21 Re opening our High Streets Safely</b>   | 'Covid Aware Kirkby Stephen' Campaign briefing  |

*J.C.S.B.*

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- 22 Portfolios** To receive councillors reports if available:
1. Town Council Administration.
  2. Community Planning.
  3. Community.
  4. Highways.
  5. Open Spaces.
  6. Property.
  7. Tourism & Events.
- 23 Future meetings** To consider the format and timing of future meetings.
- 24 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.

**PART TWO**

- 26 Marketplace**
- 25 Staffing Matters** Report to be forwarded

