

## 2 February 2021, 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](http://www.kirkbystephen.com)

Via Zoom video conference at 6:45pm

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**Attending:** Cllrs. P Richardson, A Birtles, M Walker, D Thornton, C Lynch, S Lancaster, G Wren, C Barnes (Clerk), Z Bromfield (Minutes Secretary)

Cllr P Dew (CCC/EDC) & one member of the public.

#### **Chairman**

The meeting opened with a minute's silence to mark the tragic passing of the Chairman Joan Johnstone, since the previous meeting.

This was followed by an invitation to all Councillors to share a personal reflection on Joan's life and their memories of her.

Joan had been a Town Councillor for 30 years, and Town Council Chairman for 10 years. She had been dedicated to Kirkby Stephen, always working hard for the community in many different areas, right to the end. It was agreed that she still had so much to give and had been taken too soon.

It was recognised that she had served the Council well, always as her authentic self, in good faith and with decency. As a Chairman she would be difficult to replace.

All the Councillors agreed that they would like to see a tribute installed in Kirkby Stephen to commemorate Joan and all her hard work and dedication to the town over the many years. A number of ideas were put forward and it was agreed that this should be given further thought in the near future. Any decision would need to be fully supported by her family.

Many messages of condolence have been received by the council, they will be printed and presented as a book to the family in due course. Nateby WI are in the process of embroidering a front cover (Cllr Lancaster is co-ordinating).

#### **Public Participation,**

None

#### **Participation of District Councillor S Lancaster. (EDC)**

Cllr Lancaster confirmed that Eden District Council are now rolling out the grants to support businesses affected by the latest lockdown.

#### **Participation of Councillor P Dew. (CCC/EDC)**

Cllr Dew spoke to a report given as Appendix 1.

App. 1

**Vaccination** – Upper Eden Medical Practice will be starting to give the vaccines to those in the 70-74 age group next week, and if supplies of the AstraZeneca vaccine allow, they aim to do all the vaccines for the local community. As well as administering the vaccines, this has also been an enormous administration challenge.

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**Schools** – Cllr Dew had spoken to the Head at Kirkby Stephen Grammar School who confirmed they are well organised for dealing with the school closure. All students who require devices have been provided with them, and replacement school lunches have been organised. The students are contacted regularly to check they are coping. The school are concerned about the system which will replace the exams which have been cancelled.

**Appleby Horse Fair** – a meeting of MASCG is organised for 22 Feb 2021, as it is recognised that the travelling community will wish Appleby Fair to go ahead if at all possible. Cllr Dew is concerned that the owner of Watter Yat is planning on barricading that area off which will prevent it from being used for camping, and will lead to displacement elsewhere in the area. He will be raising his concerns regarding the consequences of this at the meeting.

**A66 Northern Trans-Pennine Project** – Cllr Dew had met with Brian Williams from the project and had raised his concerns regarding the plan for the road to go through Warcop, rather than go across an area marked as outstanding National Beauty. He is worried that land is being put before people. He is also concerned that there will only be 10 people on the Committee, and feels that it should include someone from this area. The A685 is the alternative route to the A66 and therefore has a big impact on this area.

**Transport** – Cllr Dew had attended a meeting with the Senior Highways Officer Phil Greenop regarding grants for local buses. Kirkby Stephen is not included in Phase 1 of the plans, but Cllr Dew had stated that we must not be excluded altogether, and is particularly keen for there to be a trial to see if a bus service from the train station and on to Brough would be well used.

#### **Participation of Police**

None

20/115 **Apologies.** Cllr R Girvan (internet problems)

20/116 **Chairman**

Cllr Richardson the Vice Chairman was ELECTED to take over as Chairman until the Annual Meeting of the Town Council in May.

#### **Vice-Chairman**

Cllr Birtles was ELECTED to the role of Vice-Chairman until the Annual Meeting of the Town Council in May.

20/117 **Declarations of Pecuniary Interest.**

None

20/118 **Minutes.**

The Chairman was authorised to sign the Minutes of the meeting held on 19 January 2021 as a true record.

20/119 **Planning.**

21/0018 Site address: LAND OFF CHRISTIAN HEAD KIRKBY STEPHEN. Description: Erection of a single garage to serve plot 11, and the erection of a double garage to serve plots 9 and 10, initially to be used as a sales office, together with the creation of a temporary parking area associated with the sales office. NO OBJECTIONS

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20/120 **Planning.**

21/0005 Site address: THE BLACK BULL MARKET STREET KIRKBY STEPHEN CA17 4QW. Description: Internal alterations and refurbishment to amend entrance lobby, remove existing walls and reduce walls around bar counter, new lobby to gent's toilet, new floor finishes, new decorations, new light fittings and new cellar hatch within floor. SUPPORTED

20/121 **Yorkshire Dales Local Plan Consultation.**

It was recognised that the householder development target of 50 houses per year to be built in the National Park was low and could lead to development pressure in Kirkby Stephen. It was AGREED that the Town Council would not provide a corporate response to the consultation, and the Clerk provided details of how a response could be made for any individual councillors wishing to do so.

20/122 **Tree Management works at Edensyde.**

Management works were required to allow the further establishment and spacing/growth of mature trees/wooded area at Edensyde. Approximately half the trees would be removed. Councillors had had an opportunity to inspect the proposed works and examine site. All the Ash Trees had been marked for removal as they would die from Ash Dieback. It was AGREED that the proposed work should go ahead, the clerk was asked to investigate whether a small quantity of good quality trees planted to close to one another could be relocated rather than felled. Subject to feasibility and cost if any of the trees marked for removal could be re-planted, they should be.

20/123 **Review of Documents 2020 2021.**

The council is asked to ratify 'in principle' the re-adoption of the following documents in the current year.

1. Financial Regulations (No changes advised)
2. Standing Orders (No changes advised)
3. Risk Registers (Subject to update of Insurance Policy references)
4. Asset Register (Subject to the addition of 'Lady Anne's Way' and a reconciliation of the schedule of benches with the survey carried out in advance of the bench walk)

Documents 1 & 2 were approved for re-adoption and it was AGREED that documents 3 & 4 would be ratified at the next meeting after changes had been incorporated.

20/124 **Finance.**

Receipts and payments (up to the end of the last month) were APPROVED to include forward approval 'in principle' of regular/budgeted payments, Salaries, PAYE & NIC and to receive and approve the bank reconciliation to the end of the month with a closing balance of £96,839.91

Cllr Johnstone's authorisation status had now been disabled on the Cumberland Account and it was AGREED that the existing mandate was adequate for the council's purposes for the time being. A new mandate would be agreed at the Annual Meeting.

20/125 **Portfolios.**

It was recognised that the portfolios will need reviewing in the near future.

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**Administration**

Evergreen Building - it was AGREED that the Clerk should set up a separate restricted reserve account to allocate the costs involved in refurbishing the building and supporting the youth project.

**Community Planning**

Charity for the Evergreen Building – it was AGREED that the Charity should be set up with the Town Council as the sole trustee. Previous concerns raised about this had been that it could limit grant funding from some private donors who are reluctant to support councils. The Town Council had been historically apolitical and Councillors have not stood ‘representing’ a particular party. The Clerk reported that he had spoken to Ellen Clements, a fundraising officer at Eden Community Foundation regarding the issue of the council acting as a sole trustee of the Charitable Incorporated Organisation (CIO). The Clerk had explained to her how and why the Charity came into existence, that the Council is limited by S137 of the local government act 1972 and would therefore be unable to wholly fund the project themselves. Constituting a Charity with the Council as a sole trustee would ensure the project endured and that the premises would remain in the charitable sector. Ellen had felt that the narrative of the establishment of the charity would be important to funders and that it should be made clear when applications were developed. It was noted that the constitution will need to include provision for pre-school children and the delivery of youth services to young people as objectives. It was also recognised that the constitution should include an aim that it will be adopted as a community building for community use, to ensure the building could be used for a range of projects for the future. It was felt that this would ensure the longevity of the Charity. Cllr Birtles was AUTHORISED to include this when setting the Charity up.

It was recognised that it is a tight program to get the building up and running for the summer. The Charity therefore needs to be making applications for funding by April, however this can be done whilst waiting for the Charity Commission to process the application. It was AGREED that the council should PROCEED with the application.

**Community**

None

**Highways**

The Clerk apologised for missing the deadline for Councillor’s Richardson and Walker to attend the A66 Committee Meeting, and that he hopes that at least one of them will make it onto the Committee as it was recognised that it will have a big impact on this area.

**Open Spaces**

Cllr Thornton explained that she shared responsibility for this with Cllr Johnstone, but will take this over herself. It was AGREED she would liaise with V Littlefair and A Simpson as to the work regularly undertaken by Cllr Johnstone, and would aim to ensure that the standards are maintained.

**Property**

None.

**Tourism and Events**

It was AGREED that the annual subscription to Walkers are Welcome (WAW) would be subject to annual review/approval. The subscription for WAW 2020/21 was approved and it was noted that a further subscription had been included in the grants and donations budget for 2021/22.

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Nominations to High Sheriff of Cumbria Covid-19 Business Innovation and Community Awards Deadline – a number of local businesses were considered for nomination and Cllr Lynch AGREED to complete the necessary paperwork.  
Winter Wanderland – It was AGREED that the £500 grant would be made available to get the project moving and that Cllr Lynch will provide more details about the festival at the next meeting.

**Date of Next Meeting** 2 March 2021 Ordinary Meeting,

**Jubilee Park Extraordinary Meeting** 17 February 2021.

<ends 8.30pm>

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**Chairman**

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**Date**

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**Chairman's Initials**

## Appendix 1

Report to KS Town Council – 2 February, 2021, [Phil Dew] CCC

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**Vaccinations** – the vaccination programme is well under way in Eden and I'm in regular contact with the practice manager, Andrew Pearse, who is coordinating the KS roll-out. The programme has gone extremely well thanks to the hard work of practice staff. Cohort 4 patients [70-74 years] have started to receive notification and the hope is that the majority will be vaccinated locally – assuming supplies of the Oxford vaccine are available. The Pfizer vaccine has to be administered at the Penrith Hub for medical and logistical reasons.

**Schools** – I'm in regular contact with our headteachers and schools are coping well - all FSM pupils are receiving £15 food vouchers and vouchers will be provided during half-term from the Government's Covid Winter Fund. Every family that has requested a laptop or tablet has received one and provision has been made at KSGS for pupils who have poor broadband reception. Gary Hartley is concerned about the way in which Year 11 [GCSE] and Year 13 [A-Level] students will be awarded grades this year. Students will not have to take exams, as such, but they may have to complete 'external papers' which will be marked and graded by their teachers. This is likely to lead to increased stress and workload – which is very unwelcome.

**Eden Youth Council** – Ben Perris MYP, a student at UCC Penrith, addressed [virtually] the Eden Health and Wellbeing Forum on Thursday, 21 January, 2021, on the subject of young peoples' mental health and the impact of the Covid-19 lockdown. Eden Local Committee has invested a significant amount of money to help address this issue using the services of Carlisle Eden Mind.

**Youth Provision** – I fully support the Town Council's proposals for the Evergreen Building and appreciate the proactive role that the Clerk, Christian Barnes, is playing in helping to establish youth provision in Kirkby Stephen.

**MASCG** – no decision has yet been taken on the 2021 Fair. This will be discussed at the MASCG meeting on Monday, 22 February, 2021. The new owner of Birkett Common, Paul Dixon, is planning to prevent vehicular access to Watter Yat by installing a 200 metre row of large stones along the roadside. The intention is to deny access to the Gypsy/Traveller community which will simply cause displacement elsewhere and possibly compound the problems experienced annually on the A685.

**Buses** – WDB hasn't recommenced its S4, S5 and S6 services owing to the Covid-19 lockdown. Funding has been set aside by CCC from the Supported Bus Services grant to trial a new service from Kirkby Stephen Station to the town centre and Brough.

**A66 Northern Trans-Pennine Project** – the Project Director, Brian Williams, addressed Eden Local Committee on Wednesday, 20 January, 2021. I expressed concern about Option I [Warcop] and highlighted the need for thorough preparatory work on the A685 – including

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the installation of a cycleway. The formal consultation process begins in May and I have asked to be involved in the local Community Liaison Group.

**Burial Board** – the Burial Board has been awarded a Community Grant by Eden Local Committee to provide a series of information boards in the cemetery

**EDC** – the Executive has recommended a 2.6% increase in Council Tax - even though the Budget Planning Committee [myself included] voted against the proposal. The final decision will be taken by the Council on Thursday, 25 February, 2021. The increase is unnecessary at this particular time.

**Council Elections** – a decision remains to be taken on CCC elections in May this year. The outcome depends on the Government’s ruling on Local Government Reorganisation in Cumbria. This is expected sometime in February, 2021.

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