

Kirkby Stephen Town Council, Local Links, Vicarage Lane, Kirkby Stephen, Cumbria, CA17 4QX
Tel. 017683 74854 | clerk@kirkby-stephen.com | www.kirkbystephen.com

13 April 2021, Ordinary Meeting of the Town Council

Time: Apr 13, 2021 06:45 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/87555818328?pwd=RTlzdEJhSHhRN1p4aGpic1FVNhZz09>

Meeting ID: 875 5581 8328

Passcode: 850598

The business to be transacted is:

Public Participation

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

District and County Councillors Participation

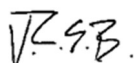
Allocation of five minutes for District and County Councillors to raise issues, questions or comments.

Participation of the Police

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

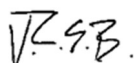
AGENDA

- 1. Apologies & Welcomes**
- 2. Declarations of Pecuniary Interest** To receive any Declarations of Pecuniary Interest.
- 3. Minutes** To authorise the Chairman to sign the draft minutes of the meeting held on the 3 March 2021 as a true record (attached).
- 4. Planning** 21/0140 Site address: SPRINGSIDE REDMAYNE ROAD KIRKBY STEPHEN CA17 4RL
Description: Proposed alterations and extension and outbuilding.
- 5. Planning** 21/0131 Site address: LAND AT CHRISTIAN HEAD, CHRISTIAN HEAD KIRKBY STEPHEN, CA17 4HA
Description: Discharge of condition 5 (materials), attached to approval 19/0696.



Mr Christian Barnes MA (Clerk)
7 April 2021

6. **Planning** 21/0309 Site address: ORCHARD HOUSE, MELLBECKS KIRKBY STEPHEN, CA17 4AB
Description: Removal of several trees.
Received date: 23/03/2021
7. **Policy on Co-options** 1. To consider and if agreed adopt the draft Policy on Co-options to Vacancies on the Council (attached).
2. To authorise the Clerk to advertise a vacancy.
8. **Kirkby Stephen Youth Centre** To receive a verbal update.
9. **Joan Johnstone** To receive an update on plans to commemorate the contribution of Joan Johnstone to Kirkby Stephen.
10. **Market Place Consultation** To receive a verbal update.
11. **Unitary Consultation** To finalise the council's response to the consultation on the creation of a Unitary Authority in Cumbria.
12. **Footway Lights** Update + Mill gardens
13. **High Street Reopening** Update on funding opportunity.
14. **Finance** 1. To approve and ratify receipts and payments (up to the end of the last month) to include forward approval in principle of regular/budgeted payments, Salaries, PAYE & NIC (attached).
2. to receive and approve the bank reconciliation to the end of the month (attached).
15. **Finance Budget Monitor** 1. To approve proposed revisions to the budget monitor. (attached).
2. To approve the final budget monitor for the year.
16. **Finance Restricted Reserves** 1. To approve the transfer of £1,500 to the Kirkby Stephen Youth Centre Reserve
2. To approve expenses incurred in respect of the former Evergreen Building.
3. To establish a dedicated restricted 'Assets Reserve'
17. **End of Year Accounts.** To approve the end of year accounts (2020/2021) (attached).
18. **Portfolios** 1. Town Council Administration. (Remote meetings consultation)
2. Community Planning.
3. Community.
4. Highways. (Speed watch & 20 MPH limit?)
5. Open Spaces.

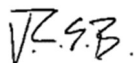


- 6. Property.
- 7. Tourism & Events.

19. **Next Meeting (s)** 4 May 2021.
20. **Calendar of meetings 2021/2022** 04/05/2021 (Ordinary Meeting)
04/05/2021 (Electors' Meeting)
04/05/2021 (Annual Meeting of the Council)
01/06/2021 (Ordinary Meeting)
06/07/2021 (Ordinary Meeting)
07/09/2021 (Ordinary Meeting)
05/10/2021 (Ordinary Meeting)
02/11/2021 (Ordinary Meeting)
07/12/2021 (Ordinary Meeting)
11/01/2022 (Ordinary Meeting)
08/02/2022 (Ordinary Meeting)
08/03/2022 (Ordinary Meeting)
12/04/2022 (Ordinary Meeting)
21. **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 2

22. **Staffing matters**



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