

Kirkby Stephen Town Council, Local Links, Vicarage Lane, Kirkby Stephen, Cumbria, CA17 4QX  
Tel. 017683 74854 | [clerk@kirkby-stephen.com](mailto:clerk@kirkby-stephen.com) | [www.kirkby-stephen.com](http://www.kirkby-stephen.com)  
Starting at 6.45 at Upper Eden Rugby Club, Pennine Park, Westgarth Rd, Kirkby Stephen. CA17 4TF

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## 14 December 2021, Ordinary Meeting of the Town Council

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 2<sup>nd</sup> November 2021 as a true record (attached).
4. **South Road Traffic** To consider and respond to a resident's correspondence received regarding a collision with a parked vehicle on South Road (attached).
5. **Planning** 21/0984. Site address: 3 NEW FOUNTAIN INN YARD, FARADAY ROAD KIRKBY STEPHEN, CA17 4QS. Description: Listed Building Consent for the replacement of 7 sliding sash single glazed windows to ground and first floors of the North elevation with sliding sash double glazed windows.
6. **Planning** 21/0956. Site address: LAND OFF CROGLAM PARK, ROWGATE KIRKBY STEPHEN, CA17 4SF. Description: Variation of condition2 (plans compliance) for design amendments to units 1-3, 14, 15 and 17-21, attached to approval 19/0913.
7. **Planning** 21/0952. Site address: LAND OFF CROGLAM PARK, ROWGATE KIRKBY STEPHEN, CA17 4PJ. Description: Proposed additional

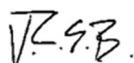
Mr Christian Barnes MA (Clerk)  
8 December 2021

- dwelling and associated change of house type following planning consent 19/0913 for a residential development.
- 8. Planning** 21/0938. Site address: FARADAY HOUSE, ROYAL ARCADE MARKET STREET KIRKBY STEPHEN, CA17 4QP. Description: Fell 2x Sycamore
- 9. Finance** To approve and ratify receipts and payments (up to the end of October & November) to include forward approval in principle of regular/budgeted payments, Salaries, PAYE & NIC. (attached)
- 10. Finance** Budget Briefing. To receive a budget briefing from the clerk and respond in advance of the preparation of a draft budget and precept setting for approval in January.
- 11. Devolution Matters** Update regarding:  
  1. Eden District Council Scrutiny Process. (Update)
  2. Upper Eden Visitor Centre Transfer. (Update & recommendation to proceed.)
  3. Stoneshot Toilets and Carpark. (Update & recommendation to withdraw.)
- 12. Settle & Carlisle CRP** To consider and approve the proposal that the Town Council joins the Community Rail Partnership.
- 13. Portfolios**  
  1. Town Council Administration. (Timing of Meetings, Evergreen update, Responses to enquiries.)
  2. Community Planning.
  3. Community.
  4. Highways.
  5. Open Spaces. (Queen's Green Canopy)
  6. Property.
  7. Tourism & Events. (Walkers are Welcome Representative/Access Exchange Conference/Westmorland Dales Day 31 July 2022).
- 14. Next Meeting**  
  1. 11 January 2021, Ordinary Meeting.
- 15. 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

- 16. Staffing Matters**

\*The meeting will be followed by the AGM of the Jubilee Park Charity.



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