

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

08 February 2022, 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

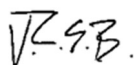
Allocation of five minutes for District and County Councillors to raise issues, questions or comments.

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 11 January 2022 as a true record. (attached)
- 4 **Planning** 22/0046, Site address: WAREHOUSE AND PREMISES, ROYAL ARCADE, MARKET STREET KIRKBY STEPHEN. CA17 4QP. Description: Change of use from storage to commercial Class E, insertion of new window into front elevation, construction of new access to rear garden area.
- 5 **Planning** 22/0039, Site address: LAND AT KIRKBY STEPHEN BUSINESS PARK, ST LUKES ROAD KIRKBY STEPHEN, CA17 4HT. Description: Construction of Class E office/studio accommodation building.
- 6 **Planning** 21/1099, Site address: 10A MARKET STREET, KIRKBY STEPHEN, CA17 4QS. Description: Proposed conversion of outbuilding to create a one-bedroom residential annex within the existing planning curtilage of dwelling.
- 7 **Small Grants, Subscriptions and Donations 2022 23** To consider and adopt the Small Grants Policy for the forthcoming year 2022 2023. (attached)



Mr Christian Barnes MA (Clerk)
31 January 2022

- 8 **Grants 2021 22** Access the Dales (£1,000) requested to the support of Access Exchange Conference. (attached)
Upper Eden Community First Responders (£60) requested.
- 9 **Brittleton Bursary 2021 22** Disbursement of Bursary Funds (£500) (report attached).
- 10 **Devolution of Assets** Update re Footway Lights and Visitor Information Centre.
- 11 **Queen's Platinum Jubilee** To confirm support for a proposed Beacon at 9 Standards (2 June 2022)
To confirm participation in the Queen's Green Canopy project at Jubilee Park (October/December 2022)
- 12 **Finance** To approve and ratify receipts and payments (up to the end of January) to include forward approval in principle of regular/budgeted payments, Salaries, PAYE & NIC. (To be tabled)
- 13 **Portfolios** 1. Town Council Administration.
2. Property (Report Attached) | Legal work required.
3. Open Spaces. (Jubilee Park Update, First Registration, Management Plan update and feedback on project group meeting 1 February) Stenkrith Fencing Report.
4. Community Planning.
5. Community.
6. Highways.
7. Tourism & Events.
- 14 **Next Meeting** 8 March 2022, Ordinary Meeting.

