

## 5 April 2022, 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  
At Upper Eden Rugby Club, Pennine Park, Westgarth Road, Kirkby Stephen at 6:45pm

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Attending: Cllrs. P Richardson (Chairman), P Dew (CCC/EDC), S Lancaster (EDC), M Walker, A Birtles, G Wren & C Barnes (Clerk).  
3 members of the public were present.

### **Public Participation.**

A member of the public spoke in connection with the operations of the Westmorland Dales Bus Service. The history of the company as a volunteer led and operated service was explained. An 'Operations Manager' had been employed recently and the company has grown. The impact of the Covid lockdowns in March 2020 and the slow reintroduction of services had been challenging but loss of income had been mitigated to a certain extent by grants. The company operated 5 Services a week, 3 local to Kirkby Stephen. Uptake of services had been good and the company was considering replacing a bus. The lead time for a replacement bus was 1 year at a cost of £120k. The company had some resources of its own to draw on but would look to raise match funding to support the purchase of a new bus. The company board had met last night and was looking to make changes in its future services. It was among other things considering electrification and the price of fuel. Initiatives would include an attempt to reduce empty and delivery journeys on underused routes. The company would also look to new ways of engaging with its users and consolidating and improving its services while managing cost better. Hopefully WDB would expand to a 6 day service.

Questions were asked in connection with Town Council support and how that compared to the support given by the other centres that the WDB served.

The importance of the WDB for older residents who had given up driving was considered & recognised.

### **Participation of District & County Councillors**

Cllr Dew (EDC/CCC) spoke to a report which is appended touching on:

App. 1

- The completion of the parking bays at McColls intended to assist in smoothing the flow of traffic through the town.
- The Neighbourhood Policing Team HGV check carried out on the 9<sup>th</sup> March. 43 Vehicles stopped with 6 being ticketed for breaking the weight limit on the A685.
- Jet patching of potholes
- MASCG. Concern regarding how the impact of fair traffic would impact on residents during the Platinum Jubilee celebrations. New powers under the Police and Crime Bill could be used to move encampments however the question of where displaced people could go was unresolved.

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Chairman's Initials

- Upper Eden Medical Practice was currently operating with just 1 full time GP. There was a national shortage of GPs and it was understood that the problem would not be able to be addressed quickly.
- The 'Homes for Ukraine' scheme was being administered by Cumbria County Council. Administration, Funding and Safeguarding issues were a challenge.
- Recruitment for the school crossing patrol had not yet been successful and posters would be put up around town.

**Police**

None

21/144 **Welcome & Apologies.**

Apologies were accepted and approved from

- C Lynch (Holiday)
- J Murray (Health Reasons)
- D Thornton (Health Reasons)

21/145 **Declarations of Pecuniary Interest.**

None.

21/146 **Minutes.**

The Chairman was authorised to sign the draft minutes of the Ordinary Meeting held on the 8<sup>th</sup> March 2022 as a true record. The Chairman was authorised to sign the draft minutes of the Extraordinary Meeting held on the 28<sup>th</sup> March 2022 as a true record.

21/147 **Planning.**

22/0203. Site address: HORSESHOE LAUNDRETTE, FARADAY ROAD KIRKBY STEPHEN, CA17 4QL. Proposed change of use of disused building to create a two bedroomed market led dwelling.

The council supported the application and seeks the application of conditions supporting the inclusion of renewable energy and charging infrastructure for electric cars associated with the parking for the property.

21/148 **Planning.**

22/0159. Site address: 24 WESTGARTH ROAD, KIRKBY STEPHEN, CA17 4TF.

Description: New driveway and pavement crossing for disabled persons.

The application was supported.

21/149 **Eden Traffic Regulation Order.**

Following an informal consultation, the Traffic Management Team Leader had written to clarify that the consultation ended on the 28<sup>th</sup> March to enable a report to go to County's Local Committee. A large number of objections had been received in relation to the proposals in Kirkby Stephen connected to North Road and The Crescent.

The Officer recommendation for North Road is to abandon the proposal but progress with the introduction of a small section of double yellow lines around the Hartley Road junction to improve visibility and the recommendation for The Crescent is to reduce the days/times to Mon-Friday 8am – 4pm. These

recommendations will go out to advertisement enabling a wider scope for consultation and may also be abandoned/changed.

Enabling safe access for the buses and flow of traffic at the school following a recent accident would be a priority.

Councillors Richardson and Lancaster had constructive suggestions for the better management of parking capacity at North Road (Herring Bone/end on Parking) and safety at the Crescent (Relief Parking) and would write as individuals. It was felt that the proposal at Victoria Square should have the flow of traffic reversed. The council would make a corporate response at the next consultation stage. Councillors noted that local feedback had been listened to and that positive ideas as well as complaint were welcomed.

21/149 **Code of Conduct**

Councillors RESOLVED to accept and adopt the new Code of Conduct (adopted EDC November 2021) which had been prepared and disseminated by Eden District Council with immediate effect.

21/150 **Devolution of Assets**

Following the transfer of the Visitor Centre on the 29 March. It was resolved to appoint a subcommittee to review:

1. Lease to Upper Eden CIC,
2. Commission of EPC,
3. Works Programme,
4. Liaison with Westmorland Dales re new signage and relocation of notice board.

And report back to the council with recommendations. It was agreed that the subcommittee would visit and review the building

The Committee would consist of Cllrs Birtles, Murray, Richardson and the Clerk.

21/151 **Finance**

Forward approval 'in principle' for payment of regular/budgeted payments, Salaries, PAYE & NIC was AGREED. No financial statement for the month/year end was available yet and a short Ordinary Meeting would be held before the Elector's meeting on the 10<sup>th</sup> May to receive and approve the Month/Year end accounts.

21/152 **Portfolios**

1. **Town Council Administration.** It was RESOLVED to discontinue membership of the Rural Market Towns Group, It was RESOLVED to make an adhoc offer of a grant from the Brittleton Bursary (£150) to support the costs of a student at Kirkby Stephen Grammar School to attend and play with Scotland's short squad in Netball after obtaining their first International Cap. Councillors congratulated the individual their success.
2. **Property.** An update from Cllr Murray had been circulated and was noted. Spending commitments regarding Edensyde and Jubilee Park required approval.
3. **Open Spaces.**

App. 2

- a. It was RESOLVED to authorise the Clerk working with Kirkby Stephen Community Arts to seek external funding for the support of a touring arts project "Museum of the Moon by artist Luke Jerram". Kirkby Stephen Community Arts could contribute upto £2.5k a further £2.5k of funding was required. If successful the project would take place in August 2022.
  - b. It was RESOLVED to support a Shared Experience project creating artwork with local schools using Jesse Burton's 'The Restless Girls' as the starting point. Output would involve the installation of work on the Park Railings. Councillors wanted clarification as to the timing of the installation and removal of the work.
  - c. The postponement of the working group planned for the 24<sup>th</sup> March was noted. The meeting would be rearranged. The Clerk would liaise with Cllr Wren over the date.
  - d. £500 legal costs to progress first time registration of Jubilee Park was APPROVED.
  - e. The replacement of the Market Charter plaque was APPROVED and possible relocation discussed.
  - f. Footpaths Cllr Dew had advanced the Edensyde and Hartley Lane footpaths for consideration from the Environment Fund a decision was awaited.
  - g. The Council APPROVED up to £1k for gate and fencing works in Edensyde aimed at improving access to the area by means of permissive footpaths.
4. **Community Planning.** The Upper Eden CIC welcomed the transfer of the freehold to the Upper Eden Visitor Centre to the Town Council.
  5. **Community.** The Chairman would be meeting a sales representative in connection with the Christmas Lights on the 11<sup>th</sup> April. Councillors were reminded that the Xmas windows theme would be family & The Chairman would be viewing stone offered to the Town Council for the hoped for remodelling of Silver Street Gardens.
  6. **Highways.** Cllr Walker updated on the Transport Audit. Funding had been confirmed from the Bus Services Operators Grant and the inaugural session would be held at the Kirkby Stephen Sports and Social Club on the 6<sup>th</sup> April. Lorraine Smyth ACT would Chair virtually and consultant Alistair McBride would join. Increase participation from young people/Kirkby Stephen Youth Centre would be welcome. The purpose of the Audit was in the first instance to explore gaps in provision and possibilities. The sessions would not discuss a Bypass, Parking, Roadworks!
  7. **Tourism & Events.** The Chairman reported that the Easter Rally was looking to be busy with 53 Wagons, 40 Busses, 20 Tractors, 2 Car Clubs and would operate from 2a number of new sites. There was a lot to confirm with the event only 14 days away. Brough PC were on board and staffing Marshalling co-ordination was in hand. Cllr Lancaster reported that a grant had been received from Eden District Council to dress the Town Centre with Union Flags during the celebration of the Queens

Platinum Jubilee. Thanks were due to Cllr Thornton for her work in liaising with the Church.

21/153 **Meetings in 2022/23**

It was RESOLVED to adopt a schedule of meetings in 2023 as follows: May 10 2022 (2 Ordinary Meetings, Electors Meeting, Annual Meeting) | 7 June 2022 Ordinary Meeting | 5 July 2022 Ordinary Meeting | 6 September 2022 Ordinary Meeting | 4 October 2022 Ordinary Meeting | 1 November 2022 Ordinary Meeting | 6 December 2022 Ordinary Meeting | 10 January 2023 Ordinary Meeting | 7 February 2023 Ordinary Meeting | 7 March 2023 Ordinary Meeting | 11 April 2023 Ordinary Meeting.

A brief Ordinary Meeting would be convened before the Electors meeting on the 10<sup>th</sup> May to receive the year end accounts and complete the 2021/22 year, the Annual Meeting would be followed by an Ordinary Meeting dealing with current year business.

21/154 **Exclusion of the Press and Public**

It was RESOLVED 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.

21/155 **Pay Awards**

Pay awards based on existing contractual terms were approved for three members of staff with back pay. (Confidential Minute)

<Meeting ends 21:00>

## Appendix 1

### Cllr Dew - Report to Kirkby Stephen Town Council - April, 2022

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#### Eden District Council

- The £20,000 Platinum Jubilee fund has been fully allocated but a further £10,000 may be added [if approved by Cabinet] so applications are still being accepted
- The £750,000 Inspiring Eden programme, headed by Greg Macdonald, is looking to fund projects in Kirkby Stephen over the coming financial year.
- The Voreda House refurbishment is going ahead as planned and should be completed this year. The Town Hall is being developed as an arts hub and a number of Test Bed events will take place this year to help gauge demand and formulate a business plan.
- As far as I'm aware no decision has been taken about the suspension of footway lighting charges for 2022/23. The next meeting of the Council is on 28, April, 2022.

#### Cumbria County Council

- Eden Local Committee
- The budget for 2022/23 has been approved and grants are available from a variety of funds including Community, 0-19 and Area Planning.
- An Environment Fund of £200,000 has been allocated to Eden in 2022/23 to spend on footpaths. Two schemes from Kirkby Stephen are on the long list of projects [Edensyde and Hartley Lane]. The final decision will be taken by ELC in May, 2022.
- Kirkby Stephen is currently without a school crossing patrol because the individual employed in that role left abruptly, without notice, on 23 February, 2022. The post is funded by ELC and commissioned by Orian Solutions Ltd. A replacement has not yet been found.
- Our Community Development Officer, Kellie Bradburn-Sims, chairs the Kirkby Stephen Area Planning Group which last met on Monday, 4 April, 2022. A list of priorities needs to be drawn up by the Town Council for the forthcoming year [2022/23].

#### Highways

- Discussions continue with National Highways re diversion routes during the dualling of the A66.
- The parking bays adjacent to McColls were completed in March, as planned, to assist the flow of traffic in the vicinity of the traffic lights.
- An Eden TRO Review was considered by Eden Local Committee on 31 March, 2022. The North Road proposal was abandoned following objections by residents - apart from a small section of double yellow lines around the Hartley Road junction to improve visibility. The Victoria Square proposal will proceed to Statutory Consultation. The Crescent proposal was revised and will now proceed to Statutory Consultation. The aim is to improve access and safety.
- The neighbourhood policing team co-ordinated a HGV check in Kirkby Stephen on Wednesday, 9 March, 2022. In total 43 vehicles were stopped and 6 were given tickets for contravening the weight limit. Various other offences were also logged.
- A jet-patcher is at work in Upper Eden filling potholes

- **Local Government Reorganisation**

- The Structural Changes Order has been approved and a Joint Committee for the Westmorland and Furness authority has been appointed. This will deal with any matters that arise before the Shadow Authority is established in May, 2022.

#### **Appleby Horse Fair**

- The MASCG met on Monday, 28 March, 2022, and discussed issues relating to the 2022 Fair and how to mitigate the impact of early arrivals on Platinum Jubilee celebrations. A working group has been set up to identify additional temporary stopping places.

#### **Upper Eden Medical Practice**

- The practice is experiencing a shortage of GPs which has been made worse by the sudden and unexpected departure of Dr Tooze and Dr Galea – with immediate effect – on Friday, 1 April, 2022. I'm unable to disclose further information but I've been assured that there's been no clinical malpractice. Brough Surgery may have to close and a consultation is currently taking place. I attended a meeting with Andrew Pearse [Practice Manager] and Julie Clayton [N Cumbria CCG] last week – in my capacity as a member of the Health Scrutiny Committee - to discuss possible mitigations.

#### **Transport Audit**

- A £5,000 Bus Service Operators Grant was approved by CCC in March, 2022, in order to carry out a Transport Audit in Kirkby Stephen

#### **Ukrainian Refugees**

- CCC is coordinating the Homes for Ukraine scheme and will administer the funding, provide oversight and coordinate the third sector and other public sector partners. Detailed plans are still being formulated.

## Appendix 1

### **Cllr Murray – Properties, Report to Kirkby Stephen Town Council - April, 2022**

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Brief Property Portfolio Update

Sorry I can't be with you this evening.

1. Edensyde – as reported last time this is registered. The required work to the fence and gates needs to be actioned.
2. Hills Bottom – Christian has written to Kilvington's to enquire through them whether the John Strutt estate has a conveyance or other record of the gift to the town council being made. This would support the application for first registration of title at the Land Registry.
3. Following my conversation with the Masons, Christian has written to them about the ownership of the Silver Street Garden. There is a clearly defined area at the bottom of Silver Street that is registered with Highways following a compulsory purchase to make way for the mini-roundabout and to widen the road, but this does not include the garden itself. We are waiting for the response from the Masons but the indication through the telephone conversation was that this is likely to have a positive outcome.
4. The big news, of course, is the transfer of the Visitor Centre building to the Town Council, but you will already have heard enough about that by the time you get to 'portfolios'.

Other items remain as they were at the end of the March meeting. Hopefully if things move forward a little at a time we will have gone a mile by the end of the year!

All the best,  
John Murray  
28th March 2022