

7 June 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
starting at 6.45 pm at Local Links.

Attending. Cllrs. P Richardson (Chairman), S Lancaster (EDC), M Walker, D Thornton, J Murray (W&FCC), P Dew (CCC/EDC/KSTC), G Wren, C Barnes (Clerk).

22/032.1 **Public Participation (None)**

22/032.2 **County & District Councillors Participation.**
Cllrs Murray and Lancaster (None).

Cllr Dew CCC/EDC/WFC had:

- attended the inaugural meeting of Shadow Authority Westmorland and Furness Council on the 17th May. Noting only the fact of its inauguration to report.
- attended a meeting of Eden District Council on the 26th May when staffing matters were discussed.
- attended 11th May meeting with County Highways Traffic Management Team Leader (Eden) examining issues at Nateby Road, North Road (including parking issues), Primary School, Market Street, Silver Street Mini Roundabout. Feedback from residents and councillors had been taken on board and new proposals would be drawn up in due course.
- submitted feedback to the A66 Diversion Route Assessment Report listing hazards and mitigations.
- attended a public meeting on the 18th May at Appleby regarding the horse fair & had been attending daily meetings of MASCG. So far, the feedback was that this was a typical year:

1. Jubilee celebrations had not been impacted other than in anticipation of the presence of fairgoers by organisers.
2. There had been a few incidents on the A685.
3. Some incidents of littering and damage had occurred.
4. Watter Yatt had been part occupied by fairgoers.

Policing Matters:

5. Last year 90% of calls to 101 in 2021 had been answered within 5 minutes.
6. Powers granted under the Police and Crime Bill were not enforceable until the 23 June 2022.
7. It was important to concentrate on the positives such as the good policing presence.

Cllr Dew congratulated Cllr Lancaster and the others involved on the success of the Jubilee celebrations.

22/033 **Apologies and Welcomes.** The Chairman welcomed everyone to the meeting, apologies were received and ACCEPTED from Cllrs Lynch and Birtles (Work Commitments).

22/034 **Declarations of Pecuniary Interest.** None.

22/035 **Minutes.** The Chairman was AUTHORISED to sign the draft minutes of the meetings held on the 10 May 2021 as a true record. (Ordinary x 2, Electors (Parish Meeting) and Annual Meeting)

22/036 **Planning 22/0348** Site address: 22 MARKET SQUARE, KIRKBY STEPHEN, CA17 4QT. Description: Proposed conversion of office and shop to 4no residential apartments and associated change of use.

Councillors OBJECTED to the application raising concerns about limited vehicle access and parking in an already congested Market Place/Town Centre. It was noted that a 2019 consent (19/0598) on the same site created 2 additional units for which there was also no parking provision compounding the problem.

1. The proposal reduces the amount car parking available and provides insufficient parking space itself.
2. It was felt that the loss of the retail unit (Change of Use) should be opposed as such units were in demand and contributed to the retail vitality of the Town Centre.

The assertion in the Design and Access Statement that 'Given the central location of the proposed apartments, private parking does not form part of this application as the amenities which the town provides are readily accessible' was thought to be inappropriate. In view of the fact that the consented development (2 units) would be increased to a total of 6 units by this development making a potential requirement for parking/storage of upto 12 cars which could not be accommodated in the adjacent public realm/highway.

If approved the council would seek conditions relating to the availability of Electric Charging Points and Local Occupancy.

22/037 **Council / Area Plan Draft Priorities**
The council worked through a list of council and area planning priorities circulated with the agenda deciding on Council / Area Planning Priorities for 2022 2023 the remaining life of the council. It was noted that significant bids for funding had been submitted to the support of the Evergreen Community Trust and Jubilee Park Charity. It was AGREED that the Clerk would compile the plan and circulate it in draft for approval at the next meeting.

22/038 **Small Grants / Pub Watch**
The council APPROVED a small grant £158.00 to the support of insurance costs associated with the Kirkby Stephen Pub Watch Scheme. The Clerk would liaise with the Chairman of the Group.

22/039 **Yorkshire Dales National Park**
The council RESOLVED to vote for Olivia (Libby) Bateman.

22/040 **Brittleton Bursary Request**
Councillors RESOLVED to make a distribution of the Brittleton Bursary at its next meeting on the 5th July. The Clerk would contact the Grammar School to encourage applications for Outdoor and Sporting Summer Activities before the school broke up for the Summer Holidays.

22/041 **Finance**
The bank reconciliation and list of payments and receipts for the months of April and May 2022 were received and APPROVED with closing balances of £243,858.62 and £235,263.76 respectively.

22/042 **Portfolios**

1. **Town Council Administration.** Councillors RESOLVED that their declarations of Pecuniary Interest should be uploaded to the Town Council’s website as the District Council/Monitoring Officer was no longer publishing the declarations. The Chairman had attended the Warcop Army Liaison Meeting, issues touched on included the route of the A66 by Warcop and Prospective help from ‘Landmark Support Services’ around tree planting and ‘Meadow Making’ was available. It was resolved to set up an electronic diary for booking banners and sign it at the banner site with a QR code.
2. **Property.** Following a report of uneven/broken paving, the Clerk was AUTHORISED to make an arrangement for a survey of and costing of repairs to the Market Place paving. Cut stone was known to be available from Cumbria Council stores; Enquiries regarding the first registration of Hills Bottom were substantially complete and an application for Registration of First Title would be progressed; Councillors AGREED that the owner of Stenkrith should be asked to meet with the council to discuss the arrangements of the council’s continuing occupation of the area. It was agreed that the Park was an asset of community value and was a very popular area. Rental of £550 was requested.
3. **Open Spaces.** A further Boon Day was being arranged for the 16th July. It was AGREED to hold a planning meeting a fortnight beforehand at 7:30 for the working group and to generate task lists for participants. Progress in the park had been good with the chipping of the saplings now completed. Cllr Wren would be seeking funding from the Co-op community fund for the carpet planting of blue bells. The Clerk had completed an Expression of Interest form to Inspire Eden for funds for works to the Entrance and Layby in two phases in line with the management plan. Phase 1 £13,139 (Design to Tender) and an indicative bid of £127.200 for implementation works.
4. **Community Planning.** (None)
5. **Community.** The Chairman would be meeting with Landscape Gardeners to discuss costings for the implementation of a new scheme commemorating Joan Johnstone at Silver Street Gardens.
6. **Highways.** The next meeting of the Transport Audit group would be held on the 23rd June. The Council APPROVED costs of £320 from the BSOG award for the printing and distribution of a public transport timetable linking train and bus services and publicising local taxi services which had already been identified as a priority/quick win.
7. **Tourism & Events.** The council SUPPORTED the proposed 1940’s event being suggested by the Stainmore Railway Company across two or three sites in Kirkby Stephen in 2023. Shakespeare’s Globe would be performing ‘Julius Caesar’ on the 19th June (Sunday) at 3:00 on Church Green. Tickets are available at <https://www.ticketsource.co.uk/whats-on/kirkby-stephen/church-green/team-inspiring-eden-present-shakespeares-globes-julius-caesar/2022-06-19/15:00/t-zzgjoa>. Westmorland Dales Day would be held on the 31st July. Activities would include Story Tellers, Sheep and Classic Coaches.

Cllr Dew left the meeting

22/043 **Date of Next Meeting** 5 July 2022.

22/044 **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.

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Chairman’s Initials

22/045

Staffing Matters

Confidential Minute.

A staff performance review was presented by the Chairman. Arrangements for further staffing reviews were AGREED. Councillors approved the regrading of the Clerk's pay.

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Chairman

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Date

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Chairman's Initials