

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.

05 July 2022, Ordinary Meeting of the Town Council

The business to be transacted is:

Public Participation

Allocation of five minutes each for members of the public to raise issues, questions or Comments (maximum 15 minutes).

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 ordinary meeting held on 7 June 2022. (attached)
- 4 **Appleby Fair Communities** To consider a proposal to conduct a 'Parish Meeting/Parish Poll' regarding the management and organisation of Appleby Fair made by correspondents to the council.
- 5 **Appleby Fair 2022** To debrief on issues arising from the Appleby Horse fair in Kirkby Stephen.
- 6 **Planning. (Tree Felling)**
 1. 22/0475 14 CHARTER GARDENS, KIRKBY STEPHEN, CA17 4EP. Description: Fell 3 no Larch, 1 no Spruce and 4 no Sycamore protected by TPO182.
 2. 22/0458 41 BIRKBECK GARDENS, KIRKBY STEPHEN, CA17 4TH. Description: Fell 1 no. Ash protected by Tree Preservation Order ref. TPO169.
- 7 **Planning.** 22/0456 WEARDALE VILLA, NATEBY ROAD KIRKBY STEPHEN, CA17 4AJ. Description: Proposed roof alterations including dormers, to create additional headroom in upper floor.

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- 8 **Planning.** 22/0448 WISEBER, KIRKBY STEPHEN, CA17 4LE. Description: Certificate of lawfulness for the continued use as C2 Residential Institution.
- 9 **Planning.** 22/0421 SANDWATH FARM, KIRKBY STEPHEN, CA17 4HE. Description: Removal of condition 3 (sale of farm produce), attached to approval 21/0888.
- 10 **Planning Policy** YDNP Local Plan consultation - Deadline 19 August 2022 (attached).
- 11 **Council Plan** To approve the draft Council Plan to April 2023 (attached).
- 12 **Brittleton Bursary** To consider/approve a contribution to Brittleton Applicants - details to be sent by email prior to the meeting.
- 13 **Review of Documents and Policies** To approve the draft Privacy Policy and associated Retention Schedule (attached - two documents).
- 14 **Transport Audit** To receive an update on the Transport Audit final workshop and project update.
- 15 **Finance** To receive receipts and payments (up to the end of June 2022) to include forward approval 'in principle' of regular/budgeted payments, Salaries, PAYE & NIC (to be tabled).
- 16 **Finance** To receive the 1st Quarter Budget Monitor (to be tabled).
- 17 **Finance** To receive 1st Quarter Kirkby Stephen Youth Centre & Evergreen Community Trust Statement of Funds (to be tabled).
- 18 **Portfolios.**
1. Town Council Administration. (Local Government Reorganisation proposed KSTC approach.)
 2. Property. Stenkrith Update.
 3. Open Spaces. (Mowing email from a resident forwarded 28/6/2022, Silver Street Gardens debrief on meeting with CCC Highways 22/6/2022, Visitor Centre Meeting 22/07/2022 JM PR CB AB) Forest School dates 2 - 4 August from 10am-3pm. Edensyde Bench refurbishment and gates update.
 4. Community Planning.
 5. Community.
 6. Highways.
 7. Tourism & Events.
- 19 **Meetings & Events**
1. 7 July 2022. Appleby Fair Meeting (at Appleby Public Hall).
 2. 14 July 2022 EALC AGM (Online).
 3. 31 July 2022 Westmorland Dales Day
 4. 6 September 2022 Kirkby Stephen Town Council.

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