

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 **Local Links, Vicarage Lane, Kirkby Stephen, CA17 4QX**

06 September 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.

Yorkshire Dales National Park Representative Participation

Allocation of five minutes for the Yorkshire Dales National Park Representative to raise issues, questions or comments.

Participation of the Police

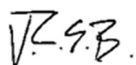
Allocation of five minutes for the Community Police team to raise issues, questions or comments.

AGENDA

- 1 **Apologies & Welcomes.**
- 2 **DPI's.** To receive any declarations of pecuniary interest.
- 3 **Minutes.** To authorise the Chairman to sign the draft minutes of the Ordinary Meeting held on 5 July and the Town Meeting held on the 26th July 2022 as a true record. (attached)
- 4 **Planning (EDC).** 22/0538 | LAND OFF CROGLAM PARK, ROWGATE KIRKBY STEPHEN, CA17 4SF. Proposed additional dwelling and associated change of house type following planning consent 19/0913 for a residential development. Re-submission of 21/0952.
- 5 **Planning (EDC).** 22/0542 | GREY GABLES, SOUTH ROAD KIRKBY STEPHEN, CA17 4SN. Works to trees subject to TPO No. 183, 2017 - T1 Sycamore: Crown reduce south side by 3-4m and crown lift 10m. T2 Sycamore - reduce south side by 3-4m. T3 Lime - remove first two branches on south side. T4 Beech - Crown reduce south side by 4-5m. T5 Horse Chestnut - Crown reduce south side by 3-4m and crown lift 8m. Works to increase light levels to no.40 South Road.

Mr Christian Barnes MA (Clerk)
31 August 2022

- 6 **Planning (YDNP).** E/06/6 | (Lakeland Commercials Ltd) at Station Yard, Kirkby Stephen, CA17 4LA | Full planning permission for change of use of land to create additional vehicle parking. for the company's own vehicles.
- 7 **Appleby Fair 2022.** To respond as appropriate to correspondence received in connection with the Town Council's concerns. Police and Crime Commissioner, Cumbria Constabulary, Eden District Council. (To be sent to councillors under separate cover).
- 8 **Evergreen Building & Kirkby Stephen Youth Centre.** General update and authorisation to transfer funds to the Evergreen Community Trust Account (£57,982.01 and subsequent receipts)
- 9 **Pavement Licences.** To approve 'in principle' all pavement licences that are compliant with Eden District Council's policies on Pavement Licences and authorise the Clerk to respond to licence applications on the Town Council's behalf.
- 10 **Short-term tourist accommodation.** To consider if and how the Council should respond to Government Review and consultation on short-term tourist accommodation.
1. <https://www.gov.uk/government/news/government-launches-review-into-short-term-tourist-accommodation>
 2. <https://www.gov.uk/government/consultations/developing-a-tourist-accommodation-registration-scheme-in-england>
- 11 **Remembrance Sunday.** To arrange a liaison meeting with St Stephen's Church over arrangements for Remembrance Sunday and to respond to an offer of representation at the service from the Lieutenancy.
- 12 **Christmas.** To agree/confirm details of Christmas activities, Lights Switch-on, Window Competition etc.
- 13 **Transport Audit.** To consider whether the Council could subsidise a bus service for a short period to establish whether it could be sustainable. To consider what sort of service to offer and the maximum subsidy the Council would be prepared to pay.
- 14 **Noticeboards.** To consider relocation, refurbishment and replacement of noticeboards. (Visitor Information Centre and Mango Tree).
- 15 **Flood Prevention - Birkbeck Gardens.** To agree annual expenditure on sandbags for Pennine View to prevent flooding in Birkbeck Garden.
- 16 **Brittleton Bursary.** To respond to a request for support for local participants in the Tug of War Worlds representing the National Junior Tug of War Team.
- 17 **Finance.**
1. To receive schedules of receipts and payments (up to the end of July & August 2022) to include forward approval 'in



principle' of regular/budgeted payments, Salaries, PAYE & NIC (attached).

2. Approval of repair costs for Market Place Paving £1,250.

- 18 **External Audit.** To receive and note the external auditor's report (attached). No matters have arisen from the completion of the audit.

- 19 **Portfolios.**
 1. Town Council Administration.
 2. Property. Market Place (Closure for repairs 28 & 29 September. Approval of expenditure. (2-man team, 2 days - £1,250 inclusive of materials), Visitor Centre Meeting update (22 July 2022), Hills Bottom Deeds found application for registration of Title instructed.
 3. Open Spaces. (Jubilee Update, Inspire Eden/Layby, Stenkrith gate and fences update.)
 4. Community Planning.
 5. Community.
 6. Highways. Victoria Square Parking Bays, Furlong Sign.
 7. Tourism & Events.

- 20 **Meetings**
 1. 4 October 2022 Kirkby Stephen Town Council.

