

1 November 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, J Murray (W &F), P Dew (W&F/CCC/EDC/KSTC), A Birtles, G Wren & C Barnes (Clerk).

Four members of the public were present.

22/108 **Public Participation**

A member of the public spoke on behalf of Kirkby Stephen Silver Band. The band had been 'hit hard' by Covid and the Covid Lockdowns in 2020/21, 2022 was a 'comeback year'. The band was looking to be more integrated into the life of the town and re-establish itself. Membership had increased to 30 and there were two groups. 12 events were planned up to Xmas. The band was looking to continue and build links to other groups e.g. Blue Jam. Councillors were asked if they could identify uses for the band hut which the group was willing to share. A question was asked about permissions for busking and the Clerk undertook to make enquiries regarding permissions and consents in the public realm.

22/109 **District & County Councillors Participation.**

Cllr Lancaster (EDC/YDNPA) None

Cllr Murray (W&FCC) The last meeting of the Shadow Authority had focussed on the parishing of Barrow. A lot of budget work was being carried on in the background.

Cllr Dew (EDC, CCC & W&FCC)

1. Appleby Fair. Opinion Research Services Ltd had been appointed by the Multi Agency Strategic Co-ordinating Group (MASCG) to examine the legal aspects of the Appleby Fair's organisation in addition to evaluating transit sites associated with the build up to the fair. It was anticipated that this work would be finished in December 2022. It was doubtful that any implementation of recommendations would be possible for 2023. MASCG would continue with the Chairmanship being written into the job description of a Director or Assistant Director of Westmorland and Furness Council. The Police had reviewed the Police and Crime Bill in respect of the powers it gave them to act. Enforcement powers under the act would only be triggered by 'significant damage and distress'.
2. Upper Eden Medical Practice. On the 22nd October Cllr Dew had attended a meeting regarding Upper Eden Medical Practice. Issues covered had included GP Training for practitioners from outside the UK (A three-year process) and digital solutions to extend service delivery (e.g. Home Monitoring).
3. Warm Spots. Grants of upto £1000 were available to organisations willing to provide 'Warm Spots'.
4. Local Government Reorganisation. Two briefings had been circulated regarding Local Government Reorganisation. All services other than IT would be separated with IT services being based in Cumberland Council.

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Chairman's Initials

Arrangements for staffing were not on track with 20% of Council staff not knowing what would be happening with their jobs. It was anticipated that liaison with Local Councils would be delivered on the model of locality working/locality boards as established by the Cumbria County Council. Voreda House would function as a service hub for Westmorland & Furness Council in the former Eden Area.

5. Eden District Council's COP26 fund was under-subscribed.

22/110 **Police Participation.**

A circular had been sent to councillors.

22/111 **Apologies and Welcomes.**

Apologies were received and accepted from:

Cllr Lynch – work reasons.

Cllr Thornton – holiday.

22/112 **Declarations of Pecuniary Interest.**

None.

22/113 **Minutes.**

The Chairman was AUTHORISED to sign the draft minutes of the meeting held on the 4th October 2022 as a true record subject to two minor amendments.

22/114 **Planning (EDC)**

22/0750. BARCLAYS BANK PLC BANK HOUSE, 33 MARKET STREET KIRKBY STEPHEN, CA17 4QN. Description: Listed Building Consent for the retention of re-painted external walls and woodwork.

Councillors raised no objections.

22/115 **Planning (EDC)**

22/0723. 47 THE CRESCENT, KIRKBY STEPHEN, CUMBRIA, CA17 4AH.

Description: Proposed two storey side extension and detached garage.

Councillors SUPPORT the development and seek conditions requiring the inclusion of Solar Panels and an EV Charging Point.

22/116 **Internal Auditor**

1. Councillors AGREED To appoint John Andrew Accountants as Internal Auditor at a cost of £200 pa.
2. The Clerk was AUTHORISED to write/exchange letters of appointment on the council's behalf.
3. The Clerk was AUTHORISED to write to the previous internal auditor advising the change.

22/117 **Refugee Resettlement**

1. Councillors NOTED the expected arrival in Kirkby Stephen of a refugee family resettled from Syria on the 16th November.
2. Councillors AUTHORISED the use (without charge) of Local Links as a base for language tuition.

3. It was AGREED that the Chairman would write a letter of welcome on behalf of the Town Council.

22/118 **Eden District Council Cabinet Meeting with Kirkby Stephen Town Council.**

The Council was briefed on Town Councillors meeting with Eden District Council Cabinet on the 18th October at 5pm at the Upper Eden Rugby Club. The meeting had been attended by Cllrs Richardson (Chairman), Murray, Dew, and the Town Clerk for Kirkby Stephen Town Council and for Eden by Cllrs Taylor (Leader), Robinson, Tonkin, Derbyshire, Greenwood and CEO Ian Frost and Deputy CEO Les Clark. The following issues were discussed:

1. Upper Eden Visitor Centre. Eden District Council was thanked for the transfer of the freehold to the Upper Eden Visitor Centre in March 2022 and for the accompanying funding to support the backlog of maintenance works. The meeting was briefed on the steps taken to address the backlog of maintenance so far, the establishment of an Assets reserve and arrangements being made by means of a new lease to the Upper Eden CIC to maintain and secure the operation of the Visitor Information Centre in the long term.
2. Inspire Eden (Kirkby Stephen Youth Centre/Evergreen Building & Jubilee Park entrance enhancement) Councillors discussed the bids made to the Inspire Eden fund. Both were being considered by the District and had been examined. Both were considered to be strong applications and were looked on favourably. The appraisal process would be completed in the next fortnight. The Town Council was advised that the two-phase project relating to Jubilee Park was being considered in relation to the allocation of £1.4 million of 'Shared Prosperity' funding to the district and region with Phase 2 potentially being earmarked in and delivered through the novation of this fund to Westmorland and Furness Council. There was discussion about the potential for delivering Phase 1 in the run up to the year end. The case for funding the Evergreen Building and Kirkby Stephen Youth Centre was pressing with concerns about the impact of cost inflation on the deliverability of the project expressed. It was stressed and accepted that the project was ready to go and would represent a significant and positive outcome. The best remedy for addressing cost inflation risk was rapid delivery before the end of March 2023.
3. Town Council & Eden District Council's approaches to Local Government Reorganisation. The district was unable to proceed with an approach based on 'Memorandums of Understanding' as it could not make commitments on behalf of a successor authority. Helpful clarification was given as to the budgeting process and how precept income and existing service level agreements would be treated through the transfer and vesting process that would allow for budget planning in the 2022 23 year.
4. **Appleby fair 2023.** It had been established that any celebration of the Coronation of King Charles would not impact on the fair or bring about change of date. An assurance was given that there would be continuity in

the membership of MASCG while the Chairmanship would in future be provided through Westmorland and Furness Council.

22/119 Local Government Reorganisation

Cllr Murray spoke to this item and a revised draft MOU's were presented based on the revisions made at the last meeting. In view of the feedback given by the District Council at its meeting with the Town Council on the 18th it was accepted that an approach based on the development a memorandum of understanding could not be pursued on the basis that neither Cumbria County Council or Eden District Council had a power to enter into a MOU. It was however agreed that the exercise had been helpful in identifying where the Town Council had a shared interest or financial point of contact with the higher tier authorities and would be useful in creating a 'wish list' for the basis of a new relationship with Westmorland and Furness Council when it was established. It was AGREED that the two documents would be combined, retitled and addressed to Westmorland and Furness and continue to be developed as a basis for future discussion with Westmorland and Furness Council beyond vesting day.

22/120 Kirkby Stephen Youth Centre

An update on progress with the Evergreen Building and Kirkby Stephen Youth Centre was given. Key issues were that the funds £57,922.79 raised and held by the Town Council had been transferred to the Evergreen Community Trust on the 14th October 2022. Positive soundings regarding the Inspire Eden Bid indicated a strong prospect that the capita funds would soon be in place and the project could be ready to build out in the 1st Quarter of 2023 on the instruction of the Evergreen Community Trust Trustees.

22/121 Kirkby Stephen Civic Hall

The Chairman's email regarding a call for a Civic Hall in Kirkby Stephen was discussed. It was felt that there were a number of central locations that could be considered however the development of the land to the rear of the local links site was currently the focus of speculative thinking about the project. Councillors were asked to consider who and what organisations might become involved in delivery either in support or partnership. It was agreed that the feasibility of the project in terms of location, demand and a business plan needed to be established and that this research and appraisal of available sites should be incorporated into a future council plan linked to negotiation with Westmorland and Furness Council. The local Links building was a County Council asset with investment from Barnardos. It was agreed to develop discussions in the new year with stakeholders in the property and seek public views. Councillors and members of the public were asked to feed their thoughts back to the Chairman.

22/122 Transport Audit.

It was AGREED to promote Liftshare (recommended by Cumbria Community Transport) in the next combined timetable and on the KS Community website and Facebook page. Cllr Walker would write an introduction/preamble to the

finished audit report following which it would be published on the Town Council's website for feedback and dissemination.

Councillors AGREED that in drawing up the 2022-23 budget the Clerk should prepare for a potential bus subsidy of a new Saturday route to Penrith (including Warcop and Kirkby Thore) of between £3k and £5k. Cllr Walker would discuss the proposal with Cllr Neil Hughes. Councillors considered that it would be appropriate to seek a contribution from other neighbouring councils.

22/123 **Portfolios.**

1. Town Council Administration. Financial Reports & the Budget Briefing would be carried over to the December meeting the reporting period having closed the day prior.
2. Property. The Market Place paving repairs were being executed very slowly. An assurance had been provided by County that only two days labour would be charged as quoted. A dispute between traders on the market had arisen on the 24 October 2022. A police report and a report to environmental health had been made following the dispute. Cllrs Lancaster and Richardson together with the Clerk were due to meet with the people involved next week and a further update is expected. Councillors were advised that potentially a need had arisen for the council to revise its market rules. The key issue being that vendors needed to demonstrate compliance with ('Natasha's Law' October 2021) regarding food labelling (in relation to allergies) and the Town Council needed to understand its risks and liabilities in relation to this arising from its control of the market. A Fire Safety Inspection of Upper Eden Visitor Information Centre (UEVIC) would be arranged. Preliminary discussion regarding 'Heads of Terms' for the UEVIC lease had established that fire safety would rest with the occupier.
3. Open Spaces. Jubilee Park Boon Day it was agreed that a Boon Day was needed to progress the management plan. The Clerk would liaise with Cllr Wren. The appointment of an Arborist in line with the management plan was APPROVED from the Jubilee Park Charity Funds at a cost of £1,500, Survey works enabling design work at the entrance to the park and the tree survey was AUTHORISED from Jubilee Park Funds at £450 + vat. Cumbria County Council were consulting with their arborist regarding the pruning or removal of trees at Fletcher Hill Park entrance off Faraday Road prior to giving consent for works. Concern was expressed that a dog belonging to pest control specialists 'Rabbit Express' had been poisoned with rat poison while working in Kirkby Stephen the location in which the dog had been poisoned was not known. It was understood that the dog had survived. The Clerk undertook to establish what the position was regarding the poisoning of dogs arising from the use of rat poison by householders and whether advice could be given to the public.
4. Community Planning. The CIC was meeting on Monday to consider 'Heads of Terms' proposed for the lease of the UEVIC following councillors' discussion and visit to the UEVIC on the 22 July. It was suggested that the old lease with Eden District Council was used as a template and that the clerk seek an estimate of costs from Kilvingtons for the preparation and offer of the lease.

Cllr Birtles reported that the services of the Centre Manager had been secured for another six months.

5. Community. Rotarians had approached Eden Hearing Services with a view to taking on the delivery of the service at Local Links. It is the intention of Upper Eden Rotary Club to continue the service, utilising the second Friday of the month, the first session is due on Friday 13th January 2023.
6. Highways. The A683 was now re-opened after the completion of road works. Hartley Road end & Layby was being reviewed by the Traffic Management Officer. Yellow Lines were being extended and parking in this location was being reviewed. Enforcement issues had been raised regarding obstruction of the pavement on the A685 adjacent to the Spar Garage. Members of the public and councillors were advised to report incidents to Police either PCSO in Kirkby Stephen or 101. Some progress had been made with the signing of Croglam Lane. Works to the Footpath behind the Spar were being undertaken. A fall had been reported outside Barnardo's/Little Treasures and it was AGREED that Cllr Lancaster and the Clerk would inspect the fall site and make any necessary reports.
7. Tourism and Events. Councillors were reminded of events being held on the 11th in the Market Place and Sunday Remembrance Service, Xmas lights switch on the 19th. Xmas Windows (QR codes). Coronation 6 May 2022.

22/124 **Meetings/Diary**

6 December 2022, Kirkby Stephen Town Council.

4 November 2022, Yorkshire Dales National Park Management Plan Annual Forum.

11 & 13 November 2022, Remembrance Day Activities (Churches Together).

19 November 2022, Xmas Lights switch on.

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Chairman

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Date

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Chairman's Initials