

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 December 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 Shadow, 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.** Councillors are reminded of the need to update their register of interests
 1. To declare any personal interests in items on the agenda and their nature.
 2. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for discussion of the relevant items).
 3. To make any requests for dispensation.
- 3 **Exclusion of Press and Public** To decide whether there are any items of business which require exclusion of the press and public.
- 4 **Minutes.** To authorise the Chairman to sign the draft minutes of the Ordinary Meeting held on 1st November 2022 as a true record. (attached)
- 5 **Planning (EDC).** 22/0878 LAND AT KIRKBY STEPHEN BUSINESS PARK, ST LUKES ROAD KIRKBY STEPHEN, CA17 4HT. Description: Discharge of conditions 3 (landscaping) and 4 (revised site layout), attached to approval 22/0039.
- 6 **Planning (EDC).** 22/0847 SANDWATH FARM KIRKBY STEPHEN CA17 4HE. Description: Variation of condition 2 (plans compliance), to re-site a pod, attached to approval 20/0937.
- 7 **Planning (EDC).** 22/0836, 50 SOUTH ROAD, KIRKBY STEPHEN, CA17 4SN. Description: Creation of off-road parking area including relocation of existing

Mr Christian Barnes MA (Clerk)
30 November 2022

- stone built pier.
- 8 **Budget Briefing.** To receive a briefing prior to setting a budget and precept at the January meeting (To be tabled).
- 9 **Brittleton Bursary** 1. To consider the basis on which the Brittleton Bursary can be continued.
2. To consider an application for support to a Kirkby Stephen Grammar School Pupil selected to play for England.
- 10 **Evergreen Community Trust & KSYC** 1. An update on progress.
2. Approval of interim financial statement, 30 November 2022. (attached)
- 11 **Transport Audit** An update.
- 12 **Market update** 1. Update for Councillors regarding dispute.
2. Approve new market rules (attached).
3. Introduce charges (£10) from Jan 2022.
- 13 **Walkers are Welcome** To receive WAW Annual Report 2022
- 14 **Finance.** To receive and approve schedules of receipts and payments up to the end of October and November 2022 to include forward approval 'in principle' of regular/budgeted payments, Salaries, PAYE & NIC (attached).
- 15 **Internal Auditor.** To receive the report of the internal auditor and act on any recommendations (attached).
- 16 **Portfolios.** 1. Town Council Administration.
2. Property.
3. Open Spaces.
4. Community Planning.
5. Community.
6. Highways.
7. Tourism and Events. (Xmas Lights debrief)
- 17 **Meetings/Diary** Ordinary Meeting, 10 January 2022
- 18 **Staff Review** Report on a staff review.
- 19 **NJC Pay Award** To approve the implementation and backdating of the 2022-23 NJC National Salary Award notified 2 November (NALC).