

Jubilee Park Charity (Reg. No. 504940) Sole Trustee, 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.

6th December 2022, Annual Meeting of the Jubilee Park Charity

NB. In view of participants present wishing to participate in the Jubilee Park Meeting and the need for the exclusion of the public in respect of items on the Council Ordinary Meeting agenda the Chairman brought forward the meeting to precede the Ordinary Meeting of the Council. The meeting started at 6.45.

MINUTES

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

Three members of the public were present.

JPC22/001 **Apologies**

- A Birtles (Vice Chairman), Work
- C Lynch, Work

JPC22/002 **Minutes.**

To note the Minutes of the 14 December 2021 as a true record.

JPC22/003 **Mandate.**

The Clerk was authorised to make enquiries regarding online banking and to implement online banking if available.
Monthly Charges of £5pcm were noted and APPROVED.

JPC22/004 **Annual Financial Statement and Annual Return to the Charities Commission. 2021 2022.**

The Financial Statement was APPROVED. The Trust had an opening balance of £4,514.92, had income of £2,600 and expenditure of £444.30 with a closing balance of £6,670.62 at the end of the year 2021 2022.

The Clerk was AUTHORISED to make the annual return to the Charities Commission on this basis.

JPC22/005 **Insurance.**

The Renewal of Insurance including Public Liability Insurance in the current year was AUTHORISED.

JPC22/006 **Management Plan/Inspire Eden**

Registration of Title | GKM Solicitors had carried out further research regarding the title, history and mapping of the park area including the layby and advised that registration of Jubilee Park including the unregistered areas of the layby included in the area of the registered village green VG39 should proceed. It was anticipated that there would be no response to the registration until 2024 owing to a backlog at the Land Registry. It was possible that further questions may be posed by the Land Registry when the application was dealt with. It was AGREED that an application for registration in the name of the Jubilee Park Charity/Kirkby Stephen

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Chairman's Initials

Town Council should be prepared by GKM and that agreement should be developed as necessary with adjacent land owners to ensure that any scheme of improvement had a basis on which to proceed. Clerk to action.

Inspire Eden | Eden District Council had issued a call out for bids to its Inspire Eden Fund and an Expression of Interest (May) had been submitted for a two phase project relating to a scheme of improvement at the entrance to the Park to address the issue of the unwelcoming entrance identified in the management plan. The basis of the bid had been a proposal from Maria Luczac that would see phase one works to design and tender the second phase, being construction and physical works. The full bid had been submitted in August and approved in October. A funding agreement had not yet been offered in draft and concerns had been raised with Eden District Council as to the risk to the project this delay posed.

The design and evaluation process was intended to review the location of the boundary between the park and layby, propose improvements to the layby regarding access and to re-establish the symmetry of the original entrance. However, delays in the grant awarding process had given rise to concern by the architect over the deliverability of the proposed scheme in the time available. Eden District Council had identified a funding stream for the project in the 'Our Shared Prosperity Fund' that could deliver both phases of the project. Phase one (delivered under Eden District Council) creating a pipeline through Local Government Reorganisation to phase two (delivered under Westmorland and Furness County Council). It was agreed that the Chairman and Clerk would meet with Maria Luczac as soon as possible.

Topographical Survey | Anticipating progress with works on the entrance a topographical survey of the park had been commissioned that would also serve the purposes of Treescapes (Luke Steer) regarding a survey of trees as set out in the management plan at a cost of £450+vat APPROVED.

Volunteers/Friends | The Clerk expressed concern that goodwill and impetus to the park project was being lost owing to lack of capacity and organisation to co-ordinate volunteer input. GW undertook to co-ordinate regular meetings leading to the establishment of a Friends group.

JPC22/007 **Decision Making.**

It was RESOLVED to authorise the council to make decisions regarding the management of the park and the implementation of the Management Plan in its Ordinary Meetings.

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Chairman

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Date

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Chairman's Initials