

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**

10 January 2023, 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.**
 1. To authorise the Chairman to sign the draft minutes of the Ordinary Meeting held on 6th December 2022 as a true record (attached).
 2. To authorise the Chairman to sign the draft minutes of the AGM of Jubilee Park Charity AGM held on 6th December 2022 as a true record (attached).
- 5 **Planning (EDC).**
22/0893 | 28 MARKET STREET, KIRKBY STEPHEN, CA17 4QW. Listed Building Consent for the insertion of stud wall to divide the rear store room to form kitchen and store room.
- 6 **Planning (EDC).**
22/0918 | LAND OFF CROGLAM PARK, ROWGATE KIRKBY STEPHEN CA17 4SF Discharge of conditions 4 (vehicular access) and 5 (hard and soft landscaping), attached to approval 21/0956.

Mr Christian Barnes MA (Clerk)
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- 7 **Planning (EDC).** 22/0844 | CARAVAN PARK STATION ROAD Pennine View - (i) Fell 12 no. Ash (ii) Pollard 3 no. Ash to single (monolith) stem form (iii) undertake replacement planting with 15 no. native species trees.
- 8 **Finance** To receive and approve schedules of receipts and payments up to the end of December to include forward approval 'in principle' of regular/budgeted payments, Salaries, PAYE & NIC (attached).
- 9 **Finance** To approve the third quarter Budget Monitor (attached).
- 10 **Budget** To approve the draft budget for 2023 24 (attached).
- 11 **Precept** To set a precept requirement for the year 2023 24 arising from the draft budget. To authorise the Clerk to raise the precept taking into account any reduction arising from the application of CTRS.
- 12 **Evergreen
Community Trust &
KSYC** An update.
- 13 **Transport Audit** An update.
- 14 **Jubilee Park** An update.
- 15 **Kirkby Stephen
Business network** To authorise the use of the Town Forum Fund £343.00 on the costs of an inaugural meeting and set up costs for a business network.
- 16 **Small Grants Policy** To approve the revised policy (attached).
- 17 **Portfolios.**
1. Town Council Administration.
2. Property.
3. Open Spaces.
4. Community Planning.
5. Community.
6. Highways.
7. Tourism and Events.
- 18 **Meetings/Diary** Ordinary Meeting, 7 February 2022

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