

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**

7 February 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.

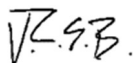
AGENDA

- 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 10th January 2023 as a true record (attached).
 2. To authorise the Chairman to sign the draft minutes of meeting of the Jubilee Park Charity AGM held on 19 January 2023 as a true record (attached).
- 5 **Planning (EDC).**
20/0665 – Land adjacent to West View, Fletcher Hill. Kirkby Stephen - Proposed residential development.

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- 6 **Upper Eden Visitor Information Centre**
1. Arrangements for the completion of negotiations and signing of the lease to the Upper Eden CIC.
 2. Payment of Rent for the year 2022 23.
 3. Repairs to stairs to first floor following leaks.
- 7 **Finance**
- To receive and approve schedules of receipts and payments up to the end of January to include forward approval 'in principle' of regular/budgeted payments, Salaries, PAYE & NIC (attached).
- 8 **Play Areas**
- To agree that Cllr Murray will lead on the review of play area provision.
- 9 **Transport Audit**
- An update. To discuss and agree on administrative arrangements.
- 10 **Jubilee Park**
1. Tree survey update.
 2. Update on first time registration.
 3. An update on progress with the appointment of a designer for the layby.
 4. An update on proposed Inspire Eden payment schedule.
 5. To agree and make arrangements for the signing of the Inspire Eden funding agreement.
 6. Update on Jubilee working group, purchase and planting of wild daffodils (in the green).
- 11 **Market**
- Market trader feedback on new rules.
- 12 **Policies**
- To re-approve the following policies. No amendments are advised or recommended:
1. Standing Orders
 2. Financial Regulations
 3. Asset Valuation Policy
- To reapprove the following policies subject to in year amendments.
4. Risk Register (Current Insurance Policy 1 June 2022)
 5. Asset Register (Devolution of Upper Eden Visitor Information Centre 28 March 2022. Changes proposed to footway lights) – (attached)
- 13 **Portfolios.**
1. Town Council Administration. (Precept report).
 2. Property. (Stenkrith update meeting with owner scheduled, concerns raised by a member of the public over the impact of children's play in Stenkrith).

3. Open Spaces. (Silver Street Gardens Update, Hills Bottom Update, Grass Cutting.)
 4. Community Planning.
 5. Community.
 6. Highways. (Victoria Square, CCTV Cameras).
 7. Tourism and Events. (Raster Rally).
- 14 **Employment Appraisal.** To report the outcome of an employment appraisal/review.
- 15 **Meetings/Diary** Ordinary Meeting, 7 March 2023



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