

Kirkby Stephen Town Council, Local Links, Vicarage Lane, Kirkby Stephen, Cumbria, CA17 4QX
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Starting after the Electors Meeting at **Local Links, Vicarage Lane, Kirkby Stephen, CA17 4QX**

6 June 2023, Ordinary Meeting of the Town Council

The business to be transacted is:

Westmorland & Furness Councillors Participation (5 Minutes each)

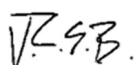
Allocation of five minutes for Shadow, District and County Councillors to raise issues, questions or comments.

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 Annual Meeting of the Council and an Ordinary Meeting held on the 16th May 2023 as a true record (attached).
- 5 **Planning W&F.** 23/0330 | MANOR HOUSE, MELLBECKS KIRKBY STEPHEN, CA17 4AB. Proposed alterations to an existing garden store to create an ancillary residential annex within the curtilage of the existing dwelling.
- 6 **Planning W&F.** 23/0301 | CENTURY CHINESE RESTAURANT, 5 WALTONS YARD, MARKET SQUARE, KIRKBY STEPHEN, CA17 4QT. Replacement of 4 first floor single glazed timber windows with double glazed uPVC windows.
- 7 **Planning W&F.** 23/0295 | 4 ELDERBERRY DRIVE, KIRKBY STEPHEN, CA17 4ED. Insertion of first floor window to North West elevation.



Mr Christian Barnes MA (Clerk)
29 May 2023

- 8 Planning W&F.** 23/0273 | 1 CHURCH WALK, KIRKBY STEPHEN, CA17 4RA.
Listed Building Consent for the replacement of existing wooden front door with wood effect composite door.
- 9 Council Plan 2023/24.** **To review the Council Plan** - possible items for consideration include: CYP playground and skatepark, museum, business forum, active travel [KS/Brough cycleway and footpaths], public transport, A66 dualling mitigations, speed limit review and sewage discharges.
(Existing Plan attached). (Clerk's list to be tabled).
- 10 Plan Reviews.**
- 1. Town Plan 2014 2025.** To resolve to undertake a review of the existing Town Plan 2014 2025 (pub. 2013) with a view to updating for the duration of this current council. (attached)
 - 2. Neighbourhood Plan 2012 2025.** That the council considers the changes that have happened since the last review and decides if the time has come to carry out a review of it. (attached)
- 11 Transport Audit and Saturday Bus Service.**
1. To receive an update on the service.
 2. To appoint a councillor to lead on the Saturday Bus service pilot/Transport Audit.
 3. To decide whether to continue the pilot and for what term.
- 12 Internal Audit.** To receive, approve and respond as necessary to the Internal Auditor's Report & Certificate (AGAR 2022 23) (attached).
- 13 Finance.**
1. To receive and approve schedules of receipts and payments up to the end of May 2023 to include forward approval 'in principle' of regular/budgeted payments, Salaries, PAYE & NIC (to be tabled).
 2. To note bank reconciliation at 31 May 2023.
- 14 Clerk.** To note a period of planned absence.
- 15 Next Meeting.** 4 July 2023.

