KIRKBY STEPHEN
TOWN COUNCIL

Clerk's Report, 10 November 2026

Incoming

1. IT and Website offer made to UEVIC. Formal response awaited.
2. Evergreen Community Trust, Support for the Evergreen Trustees in relation to the administration of the Evergreen Building continues.
3. Thanks to Highways for relining the disabled bay in Stoneshot following a complaint from a member of the public.
4. Damages to Town Centre Signage and Height Restrictor at Christian Head (ASB/Vehicle Strikes) Police advice to email all minor crime details to 101 with details.
5. Precision HR. Policy work had been expected to be ready to present in September and has still not been completed. Staff discussions/meetings to be supported by Precision HR to be arranged over Summer delayed owing to absence/workload/holidays. The work on the audit recommendations is now substantially complete after a satisfactory meeting on the 27 October.
6. 26/024 Internal Auditor appointment renewed.

Updates from the last meetings

1. 26/107 DPI for Cllr Ellis has been submitted to the Monitoring Officer 26/10/2026.
2. 26/108 & 26/112.1 Website work instructed 27/10/2026. The issue of the transfer of kirkby-stephen.com to the benefit of the Upper Eden Visitor Information Centre is yet to be resolved.
3. 26/109 response made to BT Openreach acknowledged 28/10/2026.
4. 26/112.2 feedback given to Highways over their proposals to remove parking bays outside the Pennine Hotel 27/10/2026.

Outstanding Actions

5. 26/017 Implementation of an IT Policy (In progress).
6. 26/017 New website with a gov.uk domain (In progress).
7. 26/017 Ensure Website complies with WCAG 2.2 AA Standard (In progress).
8. Jubilee Park Project
9. Signage Project
10. Policy reviews due in year as follows: Small Grants Policy | Jubilee Park Management Plan | Privacy Policy | Retention Schedule | Council Plan Review | Equal Opps (Aligns with incoming employment policies).
11. Continue to Chair/Convene Local Links Management Group meeting.