

**Minutes of the Meeting of Kirkby Stephen Town Council held in the Local Links Centre
on Tuesday 9th January 2018 at 6.45pm**

Present: Cllr. J Johnstone Chair (JJ), Cllrs Mr. A Birtles (AB), Mrs. G Lumley (GL), Mr. D Marsh (DM), Mr. P Richardson (PR), Mrs. J Sowerby (JS), Mrs. D Thornton (DT) and Mr. M Walker (MW).

Also in attendance: Clerk, Herald Reporter, P Dew and 6 members of the public

Public Participation

Several residents attended to raise comments about the Eden Local Plan consultation. It was felt that there was still no rationale for the numbers of housing proposed for Kirkby Stephen and continued objection to KS11 as a future development site. It was requested that the Town Council response is put onto the website.

A request was made for signs to be put on South Road to encourage drivers to reduce speeds. Cllr Walker reported that the Council is in discussions with the Police on this matter and speed watch training for volunteers is starting on 11th January. Consideration is being given to the placement of speeding signs.

District & County Councillors

P Dew reported on matters he has attended to as County Councillor for Kirkby Stephen. A copy of his report is available to view in the Local Links and a summary of items raised below:

- Highways – bollards at the Visitor Centre should be in place early 18/19
- Flooding – still under consideration, awaiting the results of a CCTV survey. Some funding could be forthcoming in 2018/19.
- Eden Local Ctte – received a presentation from the Police & Crime Commissioner Peter McCall. Police priorities were discussed and Mr. Dew stressed the importance of maintaining a visible police presence in rural communities. The problem of HGV's flouting the A685 restriction was raised. Mr. McCall is seeking support to raise £3m through council tax increases to pay for a further 25 police officers. The issue of Appleby Fair was raised. Mr. Dew continues to oppose the fair on the basis of the huge cost to the local community.
- Hobson's Lane recycling centres experienced a lot of fly-tipping over Christmas and the resulting mess had to be cleaned up by site operatives.

Community Police

The Community Police were not in attendance and there were no matters raised.

769	Apologies for absence - Apologies were noted from Cllr D Gilmour due to illness. Apologies from V Kendall and T Ladhams were noted.	Action
770	Minutes of previous meeting RESOLVED that the minutes of Kirkby Stephen Town Council held on 5 th December (pages 17182-17185) be confirmed as a true record and signed by the Chair.	JJ
771	Declarations of Interest – Cllr J Johnstone declared an interest in item 779, Brittleton Bursary.	
772	<u>Christmas Lights Display</u> The Council expressed its disappointment in social media comments made by local businesses and residents criticizing the light display and the lack of a Christmas tree. The community was reminded that a public meeting had been held two years ago to consider future Christmas lighting and that had been poorly attended, beyond the usual lights team volunteers and Councillors. The business community were invited to step forward to take over the Christmas lights display if they wished. The Council expressed its gratitude to the Lights Team for all their work in creating the display. It was noted that the lights powered from KSSSC had tripped regularly and will be inspected for faults.	
773	<u>Planning</u> <ul style="list-style-type: none"> • 17/1078 – Land adjacent West View, Faraday Road. Proposed new dwelling. The Council had no objection to the application. It was RESOLVED to support the application and recommend approval. • 17/1051 – Manor House, Mellbecks. Remove Cherry tree overhanging Mickleden. It was RESOLVED to support the application and recommend approval. <p>Clerk reported that neighbouring residents of Manor House are concerned about where the liability lies in regards to a damaged Horse Chestnut tree, should the tree fall. The tree has been granted</p>	Clerk

	<p>permission to be reduced by 25%. Clerk reported that she has raised the concerns with the owner of the property and the Aboriculturist at Eden District Council.</p> <p>Further consideration was given to the following applications taking into account additional information received:</p> <ul style="list-style-type: none"> • 17/0885 – Skywalk House, South Road. Proposed change of use of training room and storage to form 2 flats on the first floor – update on request for parking detail circulated by email <p>The Council considered the additional information provided by the applicant. The applicant advised that the business users would no longer be able to use the space in front of the building for parking and would direct customers to park on Station Road which has unrestricted roadside parking. The Council was not satisfied that this would resolve the issue and noted that the proposals would move the problem to Station Road. RESOLVED that the objection to the application would remain.</p> <p>The following decision notices were received and noted:</p> <ul style="list-style-type: none"> • 17/0923 – Pennine View, approved • 17/0841 – Moorlands, approved • 17/0870 – Greystones, approved <p>It was reported that planning application 17/0907 Garage/Lockup Croft Street is to be considered by Planning Committee on 18th January at 9.30am in the Council Chamber, Town Hall Penrith. Clerk to forward the officers report to Councillors when it is released and a decision will be taken then on whether to attend the meeting</p>	
774	<p><u>Eden Local Plan</u></p> <p>Response form circulated with the agenda. Copy consultation documents were circulated to Councillors and made available to view in the Local Links.</p> <p>KS11 – The Council supported the objections made by residents against the development of the site.</p> <p>It was agreed to make a response to the consultation.</p> <p>The Council considered that more weight should have been given in the first instance to the Town Plan, which had been publicly consulted upon. The Town Plan had been written with input from local groups and organisations and took a more holistic approach to development, taking into consideration how infrastructure would need to be strengthened to ensure sustainable development on sites within the town.</p> <p>It was considered that the consultation form was not fit for purpose. The questions were inappropriate and did not take into account the fundamentals of the impact of developments on communities. It was considered that the scale of development for Kirkby Stephen was inappropriate.</p>	Clerk
775	<p><u>Mutual Ownership Housing – Prospus</u></p> <p>There was no update.</p>	
776	<p><u>Devolution of Services from Eden District Council</u></p> <p>Copy information circulated with the agenda.</p> <p>a) Footway lights – it was noted that EDC will continue to provide the “maintenance and electricity supply” service until 1st April 2022 at the costs shown in the first year and <u>will not now</u> include a 1.5% Management Fee up to the 1st April 2022.</p> <p>It was also expected that from April 2019, at the latest, the electricity costs will be lower than actually paid in the grant for electricity in the first year.</p> <p>It was noted that the Town Council has agreed to take over the approved footway lights from 1st April 2018 and these lights will be added to the upgrade list at Eden District Council.</p> <p>The information was accepted.</p> <p>b) Public Toilets –notes of a meeting held with Paul Brunson, Cllrs Johnstone and Richardson were accepted.</p>	Clerk

	<ol style="list-style-type: none"> 1. Pay to enter system: it was thought best to introduce a coin-operated system on the 2no entrance doors to the Ladies & Gents (even though this would allow some 'tail-gaiting') rather than the 12no individual toilet cubicles (or turnstiles/paddlegates): EDC to investigate options; 2. Drainage: EDC had undertaken some repairs before summer holidays and to complete further repairs before transfer (weather permitting before Easter 2018); 3. General repairs to be carried out before transfer including: <ul style="list-style-type: none"> ▪ External redecorations generally incl minor repairs to render, handrail to accessible toilet etc (weather permitting before Easter 2018); ▪ Internal redecorations generally (ceilings, cubicle doors etc); ▪ Replacement of hand driers (2no in each Ladies & Gents); ▪ Replacement of vanity mirrors (2no in each Ladies & Gents); ▪ Replacement of damaged toilet roll holders (on-going due to recent high levels of vandalism); ▪ Repairs to vanity unit doors in Gents toilet: the vanity units/wash hand basins were considered adequate generally and need not be replaced with 'Wallgate' units or similar; 4. Accessible toilet considered adequate; 5. Internal lighting considered adequate; 6. External car parking: recent repairs and white lining considered adequate. <p>Mr. Brunsdon will report back to the Town Council with further information in due course. The information was accepted.</p> <p>Cllr Lumley raised a comment that has been made regarding the disabled parking bay in front of the public toilets. Due to the proximity of the bay to the wall it reduces the clearance space for getting access to and from the car, on the other side of the bay, doors open into the road which is not ideal for people with mobility issues. RESOLVED to raise the matter with Cumbria Highways for consideration. It was agreed to remind Highways about the need of repainting other disabled parking bays in Market Street.</p> <p>c) Play areas – Cllr Walker gave an update on the condition of the equipment at the play area at the Primary School which is considered to be in reasonable condition subject to some repairs and repainting. Prices are to be sought for fencing and installing a gate.</p>	MW
777	<p><u>Portfolio Report – Town Council Administration Cllr Mrs. Johnstone</u></p> <ol style="list-style-type: none"> a) Data Protection Regulations – it was noted that Centre officers are attending training in March 2018. Cllr Walker agreed to attend a free workshop with DPO Centre Ltd. a company that offers Data Protection Officer service to parishes. b) Clerk Resignation – it was noted that Jeanette Cooper has resigned from the role as Clerk and will leave at the end of March. It was agreed to place an advert for the vacancy in the C&W Herald, CALC and on the town website. 	Clerk/ MW Clerk
778	<p><u>Portfolio – Community Planning, Cllr Mr. Birtles/ Cllr Mrs. Lumley</u></p> <ol style="list-style-type: none"> a) Lady Anne Sculpture – Cllr Birtles advised that the first maquette has been sold enabling Diane to commission further maquettes. b) Upper Eden Community Plan – it was reported that the steering group will be meeting to look at the principals and key issues to be explored in the next consultation. 	AB
779	<p><u>Portfolio – Community, Cllr. Mr. Richardson</u></p> <ol style="list-style-type: none"> a. Councillors were reminded that a meeting with H Aitken, ACT regarding the preparation of an emergency response plan. Is to be held 16th January 6.45pm Local Links Cllr Johnstone declared an interest in the following item as one of the applicants is related to her. She left the room and took no part in the decision. Cllr Richardson took the Chair. b. It was reported that two applications have been received for the Brittleton Bursary. Applications were received from Scouts and Jessica Harrison. Both applications met the criteria for the bursary. It was RESOLVED to award each child £50 each. Cllr Johnstone re-joined the meeting and took the Chair. 	Clerk

780	<p><u>Portfolio – Highways, Cllr Mrs. Sowerby</u></p> <p>a) It was reported that a tourism sign at the Silver Street junction is obstructing the views for some vehicle users. It was agreed to report this to Cumbria Highways.</p> <p>b) The Crescent – residents in the Crescent have complained about people from neighbouring streets parking in the Crescent. It was suggested that the green is utilised to provide additional parking and relieve pressure elsewhere. RESOLVED to raise the matter with Eden District Council in the first instance to establish who is responsible for that area of land.</p> <p>c) Disabled access at Kirkby Stephen Railway Station – Cllr Lumley reported on this item in Cllr Gilmour’s absence. Rory Stewart MP visited the station recently with Cllrs Lumley and Gilmour following a complaint made about the lack of disabled access. Mr. Stewart has agreed to follow the matter up with Northern Rail.</p> <p>RESOLVED to ask for the footpath signage to be reviewed as people are missing the signs.</p>	Clerk Clerk Clerk
781	<p><u>Portfolio – Open Spaces, Cllrs Mrs. Johnstone and Mrs. Thornton</u></p> <p>a. It was noted that a litter bin has been placed at the Croglam Lane/Rowgate junction.</p> <p>b. A complaint regarding litter at the north of town was noted. It was noted that part of the problem is because people are not using the recycling centre correctly. Bins are overfilled and bags of rubbish are fly-tipped. A plea was made to the community to keep the areas tidy. Cllr Walker asked that consideration is given to reviewing the schedule for emptying the bins as they are so well used.</p> <p>c. Stenkrith Park –correspondence from the owners of the Park was received. Messrs Birtles wish to increase the rent by £150 to a total of £600 per year. It was noted that the Town Council is responsible for all expenses in maintaining the park, therefore, it was agreed to make a counter offer of £100.</p> <p>d. Christian Head Car Park –</p> <ol style="list-style-type: none"> 1) RESOLVED to authorise expenditure to control rabbits from burrows in the car park which are causing damage to neighbouring land. It was noted that it may mean that shrubs are required to be cut back to give easier access to the burrows. 2) Mr. Hodgson, Tree Services has completed the tidy up of the hedges and banks in the car park. He reported that the tidy up has taken much longer than anticipated, largely due to the vast amount of litter collected during the cut. Four large bags of rubbish have been collected and disposed of. RESOLVED to make an additional payment of £295 + VAT) for the extra work carried out in the car park. <p>e. It was reported that a request has been received for a dog fouling sign on Faraday Road as there is a problem of fouling in the area. Clerk forwarded the request to Eden District Council and the area is now being monitored and additional signs installed.</p>	Clerk Clerk Clerk
782	<p><u>Portfolio – Property, Cllr Mr. Marsh -</u> No matters to report.</p>	
783	<p><u>Portfolio – Tourism & Events, Cllr. Mr. Walker</u></p> <p>a) Cllr Walker reported that there had been some issues affecting the S5 service due to problems with the vehicle and then the closure of the M6 over the last three Thursdays. A letter of thanks for the grant in support of the service was received and noted. A request for a D1 licence holder to clean the vehicle has been made and will be advertised locally.</p> <p>b) An invitation to attend an event to thank sponsors of the waymarking of Lady Anne’s Way was received and noted. The event will take place in Skipton on 2nd March.</p>	MW

784	<p><u>Accounts for payment to be passed</u> RESOLVED to approve the accounts for payment, list circulated at the meeting.</p>					Clerk
	Type of payment	Total inc VAT	VAT	Net Total	Description	
	Recipient					
	Western Dales Community Bus Services Ltd	104875	£500.00	£0.00	£500.00	Grant
	Staff	BACS	£4,033.89	£0.00	£4,033.89	Salaries
	Nest	BACS	£40.15	£0.00	£40.15	Pension
	HMRC	BACS	£2,775.83	£0.00	£2,775.83	PAYE & NI
	System IT	DD	£36.00	£6.00	£30.00	Computer maintenance
	Plusnet	DD	£66.99	£11.16	£55.83	Phone/Broadband
	Eden District Council	DD	£274.00	£0.00	£274.00	Car park rates
	North West Arb Ltd	104876	£420.00	£70.00	£350.00	Car park gardening
	KS Produce Ltd	104877	£307.20	£51.20	£256.00	Christmas trees for
	Walkers are Welcome Towns Network	104878	£40.00	£0.00	£40.00	Annual Subscription
	The Eden Emporium	104879	£125.32	£0.00	£125.32	Christmas prizes
	Balances Remaining					
	Street Cleaning	£6,154.66				
	Open Spaces	£2,338.87				
	Grants	£2,929.88				
	Administration	£673.34				
	Community & Council Centre	£25,612.15				
	Miscellaneous	£5,485.15				
	Cloisters	£449.79				
	Market	£8,094.09				
	Allowances	£0.00				
	Calor Fund	£2,015.94				
	Total	<u>£53,753.87</u>				
	<u>Bank Reconciliation Kirkby Stephen Town Council</u>					
	<u>Cashbook</u>		<u>Bank Accounts</u>			
	Receipts	£125,302.98		Market	£8,771.14	
	Payments	£71,549.11		HICA	£45,544.94	
				Current	£3,606.14	
				Total	£57,922.22	
				deduct uncleared payments	£4,168.35	
	Balance carried forward	£53,753.87		Total	£53,753.87	
785	<p><u>Correspondence</u> There were no items of correspondence.</p>					
786	<p><u>Date of next meeting</u> - NOTED the date of the next meeting as Tuesday 23rd January at 6.45pm.</p>					

The Meeting closed at 8.35pm

Chair:.....
 Date: 23rd January 2018