

**MINUTES OF A MEETING OF KIRKBY LONSDALE TOWN COUNCIL  
HELD AT THE LUNESDALE HALL, KIRKBY LONSDALE  
ON WEDNESDAY 12TH JULY 2017 at 7PM.**

**Present:** Councillors Geoffrey Buswell (Vice-Chairman, in the Chair), Marie Batty, Dougie Boyd, Nick Cotton, Mel Mackie and Allan Muirhead

**Also in attendance:** Seven members of the public and Town Clerk Kevin Price.

**Apologies for absence:** Councillors Mike Marczynski and David Storey, and District Councillor Kevin Lancaster. The Clerk agreed to write to Councillor Storey to convey the Council's good wishes and to approve extended leave of absence from Council meetings if required.

**17/106 Election of Chairman:**

Councillor Geoffrey Buswell was elected Chairman for the remainder of 2017-18. He then signed the Declaration of Acceptance of Office.

The Appointment of a new Vice-Chairman will be an agenda item for the next meeting.

**17/107 Minutes:**

The minutes of the meeting held on 14th May 2017 were agreed and signed by the Chairman.

**17/108 Public participation:**

- a. The top section of the footpath from the garage into town, especially the section towards the schools, is becoming impassable due to overhanging trees. Councillor Cotton said he would investigate and make arrangements for branches to be cut back.
- b. A parking issue has arisen at the top of Tram Lane and Dodgson Court, where a previously grassed area outside Queen Elizabeth Court should have been restored. Councillor Cotton has taken photographs of the problem and is awaiting a response from McCarthy & Stone.

**17/109 Casual Vacancy:**

SLDC had notified the Council that there had been no requests for an Election and there had been no new applications for co-option. A paper ballot was taken of the four applicants remaining from last month. Mike Burchnall received a clear majority of votes and was therefore co-opted to fill the vacant seat. He then signed the Declaration of Acceptance of Office.

**17/110 Requests for Dispensations:** None.

### **17/111 Declarations of Interest:**

Councillor Buswell declared an interest in any matters relating to the allotments and Councillor Muirhead declared an interest in any matters relating to the CIC.

### **17/112 Police Report:**

The Clerk read the Police Report. there had been a number of incidents in the town since the last meeting, including three burglaries at Kirkby Lonsdale Golf Club. Enquiries regarding these are ongoing.

### **17/113 Contracts and Grants working group:**

- a. Councillor Muirhead reported that the leases for 24 and 29 Main Street have now been signed. The lease for 24 Main Street was for ten years,
- b. The Town Improvement contract had been circulated to Councillors and this was reviewed. It was resolved to continue the arrangements put in place with Horton Landscaping until the year end and then to review the situation. The contract has been agreed but not actually signed yet. Councillors Boyd and Muirhead agreed to arrange a meeting with the contractor to discuss a work schedule for this season.
- c. The Clerk reported that architect Erica Wright, of Wright Design, had agreed to inspect the new footpath at Masters Grange and report back to Council (minute 17/95b refers).

### **17/114 Church Brow working group:**

Councillor Batty agreed to try to make contact with the former Chairman, so that the contacts he had made can be followed up.

### **17/115 Planning working group:**

- a. Councillor Burchnall was co-opted to the Planning working group.
- b. *The following decisions, notified to the Council by the Planning Authority, were noted:*

SL/2017/0344 3 Fairview. Two storey rear extension with external decking, single storey side extension, conversion of integral garage to domestic accommodation and erection of detached double garage and boundary wall. Granted.

SL/2017/0331 39 Fairgarth Drive. Rear dormer. Granted.

- c. The Chairman asked Councillor Boyd to be responsible for displaying any planning applications in the room prior to Council meetings.

### **17/116 Updates:**

- a. Councillor Muirhead gave an update on behalf of the Pensions Group. A pension has been set up for the Clerk, as the Council's sole employee, with the government-backed NEST scheme. A lump sum is being deposited from the ring-fenced pension fund in the Council's accounts. There will be a monthly contribution from both the Council and the Clerk, which will increase for at least the first three years. The Council had since been notified of its compliance with the pension regulations by the Pensions Regulator. The thanks of the Council were recorded to Councillor Muirhead for his work in putting these arrangements in place.
- b. Councillor Muirhead reported on recent problems with the erection of bollards at Queen's Square (minute 17/99b refers). This is now an enforcement issue and Councillor Cotton said it might take a long time to resolve.

The following proposal was resolved:

*'This Council welcomes clarification from Cumbria County Council that parking in Queen's Square and Horsemarket is open to all road users. No property at these locations, which are public highways, has rights to claim private parking'*

### **17/117 County and District Councillor's Reports:**

Councillor Mackie said he was delighted to see 29 Main Street opened up as a new visitor information and gift shop and conveyed his best wishes to the team who have worked so hard to make this possible.

*Councillor Cotton reported as follows:*

- a. He is following up the ownership of the land at the top of Abbotsgate (minute 17/99c refers).
- b. Road works have been carried out on Main Street and in Market Square. The section from the Orange Tree to Raygarth is scheduled to take place soon.
- c. Discussions are taking place regarding the possible erection of a traffic island between High Biggins and Biggins Road and at Dodgson Court between Booths and the car park.
- d. Parts of Back Lane are very overgrown and the Clerk agreed to follow up the previous correspondence and request that this does not happen in future.

### **17/118 New Public Open Space footpath:**

It was agreed the signage here should be kept simple. Councillor Muirhead agreed to obtain quotations and this will be agenda item for the next meeting.

### **17/119 Auction Mart Yard:**

Councillor Batty agreed to try to make contact with the former Chairman, so that the documentation he had prepared can be forwarded to CCC.

## 17/120 Finance:

a. *It was resolved to pay the following accounts:*

Stewart Richardson Electrical	£786.00	(CIC)
Lee Benson	£2,726.99	(CIC)
SLDC	£5,500.00	(CIC) Lease 24 Main Street
Thomas Graham	£93.34	(CIC) Toilet supplies
Thomson Hayton Winkley	£2,113.20	(CIC)
Thomson Hayton Winkley	£2,106.00	(CIC) 24 and 29 Main Street
HMRC	£701.05	PAYE
K M Price	£235.88	Quarterly expenses to 30th June, including use of home office and travel
Lakes Line Rail User Group	£13.00	Annual subscription
Horton Landscaping Ltd	£672.00	Maintenance contract

b. There were no cash and budget statements to view as the books are at present being audited.

c. An estimate from Fred Gibson & S Willan in the sum of £300.00 plus VAT was accepted for tree work in Jubilee Park, to trim back all lower branches off trees approximately 7' from base of trees, to enable man & mower to work safely. To clean up brash that has been left in park beside road and clear away all other branches and leave site tidy. The Clerk will write to confirm acceptance.

## 17/121 Correspondence:

- ACTION for communities in Cumbria, distributing Household Emergency leaflets. The Chairman will order around 1,000 of these for distribution at various points in the town.
- CALC Satisfaction Survey. Councillor Muirhead agreed to complete this on behalf of the Council and return it to CALC by 31st July.
- The Chairman reported on the recent Open Gardens weekend, where proceeds had been shared between St Mary's Church and the Lunesdale Hall. He estimated that approximately £1,200 had been raised for Hall funds.
- Councillor Muirhead said he would be meeting with representatives of the Chamber of Trade, and the Tourism Manager, together with SLDC officers to discuss the use of Market Square for events and the dates required for these. Councillors are requested to pass on their thoughts on this issue to Councillor Muirhead.

## 17/122 Forthcoming events:

8th August                      Lunesdale Hall Committee Meeting.

**17/123 Date of the next meeting:**

***Wednesday 9th August 2017 at the Bective Room, Lunesdale Hall, Kirkby Lonsdale at 7pm.***

*The meeting closed at 8.30pm.*

*Signed:*

*Dated:*