

**MINUTES OF THE ANNUAL MEETING
OF KIRKBY LONSDALE TOWN COUNCIL
HELD IN THE BECTIVE ROOM
LUNESDALE HALL, KIRKBY LONSDALE
ON WEDNESDAY 21st MAY 2025 AT 7.15PM**

Present: Councillors Paul Cassell (Chairman), Braddan Quayle, Mike Marczynski, Nigel Martin, Malcolm Perrin, Robin Ree . Apologies for absence were accepted from Councillors Nick Hampson, Stuart Taylor and Rachel Ward, and received from Westmorland & Furness Councillor Hazel Hodgson.

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

Peter Gregson gave a presentation on behalf of St Mary's Church and this will be attached to these minutes)

25/68 Election of Chairman:

Councillor Paul Cassell was elected Chairman for 2025-26

25/69 Appointment of Deputy Chairman:

Councillor Mike Marczynski was appointed Deputy Chairman for 2025-26.

25/70 Public participation:

25/71 Minutes:

The minutes of the meeting of 2nd April 2025 were approved and signed by the Chairman.

Peter Gregson had requested that the following be added to the minutes:

- a. That the document named 'Town Team proposal arising from the Kirkby Lonsdale Community Recovery Partnership' should be attached to the minutes as it had been read out at the meeting (this is attached to these minutes)
- b. That it should be noted that the Chairman had announced at the meeting that we at St Mary's Church had requested a meeting in St Mary's to update all Councillors on the current situation with the Church.

25/72 Requests for Dispensations: None.

25/73 Declarations of Interest:

Councillors Marczynski and Ree declared an interest should any matters be discussed regarding the CIC, or, singly, Councillor Ree in regard to the Lunesdale Hall.

25/74 Kirkby Lonsdale Recovery:

The Chairman updated the Council on this and the document, which is acceptable to the Council, is attached to these minutes in the file.

25/75 Ruskin's View/The Brow:

Councillor Perrin reported as follows:

This is a summary of activities carried out by KLTC Technical Team during April 2025 in an effort to re-open The Brow footpath using a cost-effective approach that is low risk and safe for Public access.

Incidents / Adverse events to date:

No Health & Safety issues were reported this month. Recent observations have raised some concerns about the current condition of the River Lune. White froth is noted flowing downstream, and a surface scum is collecting near Devil's Bridge. These signs have coincided with unusually low river levels and slow water flow, which may be contributing factors. Councillor Perrin has reported the matter to the Environment Agency, who have responded and indicated that they will investigate the matter. Photographic evidence gathered over the past six weeks is available to help illustrate the pollution. The Town Council is mindful of the situation and is aware that visitors continue to enjoy swimming in the river near Devil's Bridge. While investigations are ongoing, the Council encourages visitors to take care and stay informed about water conditions.

Borehole Monitoring – Tender Update

The proposed plan to reopen The Brow footpath by late Spring 2025 has unfortunately been delayed due to several factors outlined below. This development is deeply disappointing to both the Technical Team and the Town Council. Tenders were invited from five specialist contractors for borehole monitoring work along The Brow footpath, with a return deadline of 14th April 2025. Unfortunately, none of the submissions were compliant due to a combination of late returns, incomplete documentation, and two contractors not submitting at all. Feedback from the contractors highlighted the significant challenges associated with the proposed works. In particular, the steep terrain was noted as a major difficulty, with several indicating that installing the required boreholes in such conditions would be complex and costly. Further discussions revealed that estimated costs for the project now range between £275,000 and £342,000 — significantly above the original budget estimate of approximately £170,000. A key factor contributing to the increased cost is the requirement for Temporary Works, including rope access systems and scaffolding, which have effectively doubled the overall price. Given the current cost implications, the proposed works are not considered viable in their present form.

It is also with great regret that we report Simon Ferley, our specialist advisor from Dentonside Geotechnical Consultants, has had to withdraw from the project due to ill health. Simon's expertise and guidance have been greatly appreciated, particularly his invaluable contribution to the successful reopening of the first viewpoint in August last year. We extend our sincere thanks to Simon for his support and wish him a full and speedy recovery. We now welcome Dr. Keith Nicholls to the project team as an independent expert advisor. Dr. Nicholls is a geotechnical expert with extensive experience in slope stability, having worked for many years with Network Rail and Highways England. His knowledge and expertise will be a valuable asset, and we are fortunate that he is able to join us immediately. Keith is due to visit the site soon.

Stage 1a. – Tree Management and Vegetation Clearance:

No further tree management or vegetation clearance this month.

Stage 1b – Survey Monitoring of The Brow:

Malcolm Hughes Ltd continue to monitor surface levels along The Brow. Surveys are now at three-month intervals. Surface monitoring to date shows no significant movement along the footpath.

Stage 2. – Geotechnical Investigation over the natural slope: See Borehole Monitoring – Tender Update (above).

Stage 3. - Erosion at river level:

Nothing to report this month. Commercial Total spend on the Project so far this year (2025) is £15,000

25/76 The Ram:

The Council gave its specific agreement on installation costs for traffic management, crane, installation, Chris Potts etc, against the funds that the Council has already agreed and has been carrying forward. A sum of £3,000 is allowed in the Precept for the completion of the project. Installation is scheduled for 4th June and should take around four to five hours.

25/77 Planning sub-group:

The following applications were considered and no objections were raised in principle, although it is hoped that moderation will be observed and the size of the signs reduced somewhat:

2025/0904/ADV 7 Market Square Kirkby Lonsdale. Advertisement Consent for the installation of an externally illuminated fascia sign and 2 new projecting signs on existing metal brackets (Retrospective)

2025/0899/LBC Listed Building Consent. 7 Market Square Kirkby Lonsdale. Listed Building Consent for the installation of an externally illuminated fascia sign and 2 new projecting signs on existing metal brackets (Retrospective)

25/78 Community-Led Plan:

This was deferred to a future meeting.

25/79 Terms of Agreement between the CIC and the Town Council:

The Chairman had produced a draft document and this had been circulated. Some amendments are required and a final draft will be produced for approval by the Council at the next meeting.

25/80 Risk Assessment:

The Clerk had circulated two drafts of a Risk Assessment for consideration. Councillor Perrin agreed to go through these and suggest a final version.

25/81 Reports: None.

25/82 Finance:

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

Craig Bradshaw	£1,980.00	Maintenance contract
Malcolm Hughes	£1,194.00	The Brow
Charlesworth Tree Car & Fencing Ltd		
	£7,560	Ruskin's View clearance work
Bedroq Limited	£400.37	CCTV
Rural Market Town Group		
	£126.00	Annual subscription
Lunesdale Home and Garden Ltd		
	£36.90	Padlock – Jubilee Park
Moore	£756.00	External Audit for 2023/24
Dentonside	£1,180.40	The Brow
Julie Hartley	£300.00	Internal Audit
Lunesdale Hall	£27.50	Booking
Lunesdale Hall	£22.00	Booking
Lunesdale Hall	£17.50	Booking

b. The Interim Accounts for 2024-25 had been noted at the last meeting. The Chairman and Clerk were authorised to sign the Annual Governance Statement and the Accounting Statements.

c. The Council's Internal Auditor had completed an Interim Audit of the Council's accounts and her report had been circulated. Some small adjustments to procedures were recommended but the overall picture is one of considerable improvement on the previous year.

d. The External Auditor's Report and Certificate for the previous two years had been received and the details/recommendations were noted. These will be shared with the Council's Internal Auditor.

e. There was nothing further to report on the Queen's Square fountain.

25/83 Correspondence: None

25/84 Date of the next meeting:

Wednesday 2nd July 2025 at 7pm at the Bective Room, Lunesdale Hall, Kirkby Lonsdale.

The meeting closed at 8.15pm.

Signed:

Dated: