

**MINUTES OF A MEETING  
OF KIRKBY LONSDALE TOWN COUNCIL  
HELD IN THE BECTIVE ROOM  
LUNESDALE HALL, KIRKBY LONSDALE  
ON WEDNESDAY 3<sup>rd</sup> DECEMBER 2025 AT 7PM**

**Present:** Councillors Paul Cassell (Chairman), Nick Hampson, Mike Marczynski, Nigel Martin, and Robin Ree. Apologies for absence were accepted from Councillors Malcolm Perrin, Stuart Taylor and Rachel Ward.

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

Apologies were also received from Westmorland & Furness Councillor Hazel Hodgson.

**25/129 Public participation:**

- a. Mike Burchnall explained the background to the agenda item 'Freedom of the Town' and listed some of the people could be honoured, should the Council decide to establish such an Award.
- b. Neil Anderson has raised various matters in an email to the Clerk. These included grants made to local organisations, which amount to one third of the Precept. He asked if the recipients of these grants could be invited to attend a future meeting, and present their annual reports/accounts in respect of future funding applications. He also expressed concerns about future planning issues, including a possible new car park. The Clerk will respond to these points directly before the next meeting.

**25/130 Minutes:**

The minutes of the meeting of 8th October 2025 were approved and signed by the Chairman.

**25/131 Requests for Dispensations:** None.

**25/132 Declarations of Interest:**

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

**25/133 Kirkby Lonsdale Town Team:**

Councillor Rachel Ward said the Team will have a stall at the Christmas Market on 6/7<sup>th</sup> December. A survey is being conducted, and questions answered, as to what needs to be addressed by the Team, but it is a slow process. A copy of the Engagement and Consultation Programme was handed to Councillors.

## **25/134 Ruskin's View/The Brow:**

*In the absence of Councillor Perrin, Council Hampson submitted the following report:*

### Geotechnical Borehole Monitoring – progress Update

The damaged inclinometer casing in borehole 4 has been remediated at no cost to this Council and inclinometer readings successfully recorded

The first invoice has been received from Rogers Geotechnical, value £39,135.70 + VAT, with an estimated final project cost of £45,315 + VAT, 20% below budget.

Weekly monitoring works are complete; however, the contractual monthly / quarterly monitoring programme continues until November 2027.

Storm event monitoring was completed on 2nd December after the Met Office yellow rain warning for 30th November / 1st December.

### W&FC Highways Engineering – progress update

It is believed that the closure notice on the Brow path was renewed on 9th November but that confirmation has not been received from Westmorland & Furness Council.

A revised DRAFT Memorandum of Understanding (MoU), in confidence from Westmorland & Furness Council has been received by the Technical Team for consideration, and this was shared with the Council on 17th November.

Westmorland & Furness Council has committed to inspect and make minor repairs to the path surface.

A meeting has been arranged with Westmorland & Furness Council to discuss how to move forward with reopening the path.

### Kirkby Lonsdale Town Council: ongoing commitments

#### Stage 1a – Tree Management and Vegetation Clearance

At Westmorland & Furness Council's instruction the mature sycamore tree on the Brow slope has been pollarded.

The geotechnical consultant has reiterated the need to take action to control the Japanese knotweed in Lily Wood and at the base of the Brow. The window has now been missed to spray in the autumn. The principal concern is to save complications and heavy costs in Stage 3. This will be reviewed.

It is likely that the Brow slope will need to be cleared again in spring 2026 to allow effective assessment of slope stability.

#### Stage 1b – Surface Monitoring of The Brow

Malcolm Hughes Land Surveyors Ltd continue to carry out surface level monitoring at three-month intervals. The scope of works has been amended to reduce costs by 40%.

Data collected to date shows no significant movement along the footpath since monitoring commenced in December 2023.

#### Stage 2 – Path Reopening

As instructed by Westmorland & Furness Council, This Council is to install fencing along the section of footpath to reduce the width for pedestrian access adjacent to the retaining wall. In progress.

Discussion of reopening the path is at an advanced stage, subject to agreement of the MoU.

### Stage 3 – Riverbank Erosion Protection

Once the MoU between Westmorland & Furness Council and Kirkby Lonsdale Town Council is agreed this issue will be discussed in detail.

### Media Attention – Grievances and Complaints

After grievances raised by residents the technical team have now been interviewed by BBC Radio Cumbria and this was aired on 19th November, with an article also appearing on the BBC News website. As with the Westmorland Gazette and our MP Lizzi Collinge, the technical team found the BBC very supportive once the situation was explained.

### **25/135 Lighting of The Ram:**

Two quotations had been received, one for £700, the other for £1,600. These will be held over for further consideration as a planning application may be necessary.

### **25/136 Planning sub-group:** the following applications were considered:

2025/1659/FPA Land off Pit Lane, High Biggins. Erection of 6 Timber-Framed Eco-Holiday Pods, associated utility building, access, drainage and landscaping.

The following response was sent:

*The Council strongly recommends refusal of this application on several grounds:*

- 1) inappropriate site,*
- 2) no demonstrable need,*
- 3) lack of site management,*
- 4) increased traffic,*
- 5) loss of drystone walling and increased width of vehicle access,*
- 6) goes against the Cumbria Local Nature Recovery Strategy in regard to the Limestone pavement, sections G10, 11, and 12, and specifically F12, which the Cumbria LNRS policy is to “Reduce point source pollution from Package Treatment Plants and Septic Tanks” and additionally, section F13, “to reduce urban run-off” from developments,*
- 7) The location is immediately adjacent to the bore hole supplying ground water to 11 properties in High Biggins, so the risk of contamination of the drinking water supply is critically important to all those properties,*
- and 8) a complete lack of information in terms of any explanation of what makes these pods “eco-pods” in any way. How can discharges from a sewage treatment plant to ground be in any way eco?*

2025/2018 HOU 4 Tram Lane. Alterations & extension to existing single storey rear outut. The Council supports this application, but with the variations suggested by the Planning Officer.

2025/2006 LBC 13-15 and 17 The Market Hall, Market Street. Listed building consent for the re-building of 13 to 15 Market Street, refurbishment and restoration of the Market Hall and re-building of associated rear extension. The Council supports this application.

2025/1754 LBC and 1751 ADV Listed Building Consent for the installation of a 4 metre wall mounted LED trough lighting replacing individual floodlights, and for the replacement of fascia and projecting sign (Retrospective) No objections.

2025./2186 and 2177 HOU 16A Main Street. Installation of roof-mounted solar photovoltaic (PV) panels on the rear main and extension roofs, and installation of an external air source heat pump on the rear elevation. No objections.

### **25/137 Community Governance Review for Westmorland & Furness:**

It was noted that this Council is not asking for any changes.

### **25/138 'Assertion 10 Digital & Data Compliance'**

The Clerk is continuing to work with Design Works, the provider of the Council's website. An update will be given at the next meeting.

### **25/139 Freedom of the Town:**

This was deferred until the next meeting.

### **25/140 Street Lighting:**

It was resolved to sign the agreement which transfers the town's street lighting to Westmorland & Furness Council, as agreed earlier this year. The Chairman signed the documents as requested.

### **25/141 Emergency/Resilience Plan:**

The Plan has been completed but one further Councillor is needed to complete the group. Councillor Ree agreed to join this group.

### **25/142 Reports:**

*Councillor Hodgson had sent an email, which included the following:*

- a. The Local Governance Parish Review has been circulated.
- b. Local Plan - second call for sites : business environmental allotment public amenities and residential. Closing date 30<sup>th</sup> January 2026.
- c. Traffic plans - confirmation to Helen Karrassalan before 19/12 /2025 for year 25/26.
- d. Drain cleaning reported and consequently concerns of flood risks Queens Square.

- e. Environmental grants for community for biodiversity protection and removal of invasive species.
- f. Home retrofit for energy reduction grants for private homes from W&F C web - Housing link .below C rating Eco ; Warm Homes Grant from Better Homes Group, also for Private Housing Cold to Cost option for low income.
- g. 4RPs grants through Westmorland & Furness Council for social housing grants .
- h. Any adult requesting a care package should first contact Local Age Concern Services as they have all the information to access the Government grant services and arrangements with local authorities for care providers, equipment and support providers. Many services will be provided at the community level and Surgeries.
- i. The South Lakes Locality board supports Community grants and is currently looking for new infrastructure projects to spend an accumulation of CIL funding.

**25/143 Financial business:**

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

**The Brow:**

Charlesworth Tree Care & Fencing Ltd	£1620.00
Rogers Geotechnical Services	£46,962.84

**KLTC:**

Craig Bradshaw	£2844.00	Maintenance contract
Craig Bradshaw	£2190.00	Maintenance contract
Craig Bradshaw	£2,556.00	Maintenance contract
Lunesdale Hall	£66.00	Hire of hall

**Jointly with CIC and COT:**

Design Works	£877.20	Website
CIC and Chamber of Trade - their share (ex VAT = £243.67 each)		

- b. The Clerk had circulated a financial update to all Councillors and this was noted. The next meeting is the Precept Meeting and a full report will be submitted.
- c. The report on the recent Interim Audit of the Council's accounts had been circulated. It was a good report; comment was made on the improvement in the Council's financial procedures. The Council was reminded of the need for the Asset Register to be updated,
- d. The composition of the Play Park group was confirmed as consisting of Councillors Ree, Marczynski and Taylor.
- e. An application for funding for the annual Bonfire Night (for fireworks) had been received too late for inclusion on the agenda, so it will be considered at the next meeting, which is actually on the day of the event (5<sup>th</sup> November).

- f. Applications for funding for the Annual Bonfire Night (for fireworks) and for the 'Illuminate Festival of Ideas 2026' were put on hold until the next meeting, the Clerk agreeing to contact the Council's Internal Auditor for advice as to the legality of making these grants.
- g. The Council's Bank Mandate has now been updated, the signatories being Councillors Martin and Ree, plus the Clerk, any two to sign.
- h. Queen's Square fountain: Councillor Marczynski said that parking is taking place in front of the rocks that have been set there, which could be an obstruction of the highway.

**25/144 Correspondence:** None.

**25/145 Date of the next meeting:**

***Wednesday 14<sup>th</sup> January 2026 at 7pm at the Bective Room, Lunesdale Hall, Kirkby Lonsdale.*** (As building work is planned at the Lunesdale Hall around that time, the venue may be changed. Councillor Marczynski will make enquiries and advise the Clerk)

*The meeting closed at 8.10pm*

*Signed:*

*Dated:*