

## KIRKBY LONSDALE TOWN COUNCIL: WORK PROGRAMME (JANUARY, 2023)

PROJECT	WORK GROUP/LEAD COUNCILLOR/S	COST	FUNDING	PRIORITY (1 High;2 Medium;3 Low;NR Not relevant)	COMMENTS
<b>GROUNDS/MAINTENANCE/ASSETS GROUP</b>	<b>Councillors Buswell, Muirhead and Bradshaw</b>				
<b>Grounds Maintenance contract</b>	G Buswell	£14,520 contract price (with a further £2,680 budgeted for further work if required)	KLTC	NR	Agreed on 13 January,2021 that based on satisfactory performance the contract be extended to February, 2022 with Craig Bradshaw in the sum of £13,320. After that date the contract has to be retendered. It had previously been agreed on 12 February 2020 that any additional work must be agreed with either Councillors Buswell, Muirhead or Storey, any one to give consent. On 9 March, 2022 it was resolved to accept the quotation from Craig Bradshaw for 2022/23 at £14,520. Agreed in September 2022 that the contract should be retendered. Revised documentation agreed, issued in December, 2022, with a reply date of 20 January 2023 and a special TC meeting on 24 January to award the contract.
<b>Allotments</b>	G Buswell		KLTC	NR	Due to a long expected rise in rent for the allotments rents are now £40 for a full plot and £20 for a half plot. All plots are taken. The large hedge adjoining the Rugby Club has caused problems and is now included in the maintenance contract. On 12 October, 2022 it was agreed to set up a Working Group of councillors Bradshaw, Buswell and Ree, together with Peter Raven of the Allotments Group, and the Clerk, to revise and update the allotment rules.

<b>Market Square monument</b>	A Muirhead		KLTC	1	SLDC own the structure and the Council agreed to take over ownership if a survey of the monument identified minimal risk for the Council. The survey indicated no major issues but that some roof repairs were required. SLDC have now agreed to transfer the Monument to the Town Council and carry out repairs to the roof in advance. SLDC are budgeting for these repair works and a planning application was submitted in July with further information submitted in September. The Council supported the application on 22 October. The application was granted on 29 January, 2021. The works have now been carried out before transfer to the Town Council can take place. The Heads of Terms have been received and the lease has been signed. However, SLDC are now reviewing whether the monument should be passed over to the TC. In turn the TC have reminded SLDC of the history of this matter and the need to resolve this before the Councils are re-organised in April 2023. If the monument is taken over by the TC its role needs to be developed.
<b>Lunesdale Hall</b>	R Ree/M Burchnall		Lunesdale Hall/ Town Council/grants	NR	The Hall Management Committee resolved not to pursue the relocation of the library to the Hall and has carried out improvements to the external fabric, decoration of the Hall and Bective Room, to the sound system and to the lighting. Most work has been completed with external painting and the replacement of the Cupola/Bell Tower likely to take place in late 2022.. Financial support of £8,000 was agreed by the Town Council. Marketing and future management of the Hall need to be addressed and a medium term plan for other improvements developed. The next improvement is to the kitchen and this is taking place in January, 2023. The Town Council has contributed £2,000 to the works.
<b>Re-location of access to the Play Park away from the recycling area</b>	M Marczynski/R Ree and E Waller		KLTC	2	SLDC agreed to the principle of providing a revised access, but planning permission was subsequently refused. An alternative improvement to the access has now been implemented, with the transfer of the waste recycling containers to the opposite side of the car park. The operation of this will be monitored as some concern has been expressed locally. The Play Park Working Group has been asked to look at how all three entrances to the Play Park could be improved and submit proposals to the Town Council for consideration.

<b>Market Square - re-inforcing of traffic controls/traffic management</b>	A Muirhead		CCC/SLDC	1	Meetings have taken place with local councillors and CCC officers to discuss reinforcing existing traffic management to ensure the one way system is clear and enforceable. Measures have been agreed and some initial works have been carried out. On 9 February 2022 the Council approved a scheme prepared by the County Council, and to be funded by CCC and SLDC at a cost of £9,500 (minute 22/23 refers). The Council did not commit any funding to this. Given impending local government re-organisation this scheme needs to be progressed as soon as possible, but it has been indicated by CCC that no decision will be made until after April, 2023. The TC are putting pressure on CCC to act before this.
<b>Market Square - removal of car parking to enable the Charter Market to expand.</b>	A Muirhead	£10,000, but cost sharing may reduce this by up to two thirds	KLTC/CIC/C of T	2	The TC on 5 May, 2021 agreed the principle of removing this parking on Charter Market days and to underwrite the one off cost of approx. £10,000. The CIC and the C of T are being asked to share this cost. This was re-iterated at the Council meeting on 9 February, 2022 (minute 22/23 refers). Due to local government re-organisation no progress on this is likely to take place before April, 2023.
<b>Kirkby Lonsdale Museum</b>	R Ree		Unknown at this stage	3	The possibility of providing a museum of KL life at the Underley Business Park is being considered and the Curator of Kendal Museum has agreed to assist. A full report will be submitted to the Council in due course.
<b>The Library Under croft</b>	M Marczynski/R Ree			3	The TC agreed on 5 May, 2021 not to take any further action on this project, pending any further specific proposals for the utilisation of the space.
<b>THE BROW AND RIVER GROUP</b>	<b>Councillors Marczynski, Burchnall and Ree, with Nick Cotton and Steve Hastie co-opted</b>				

<b>Church Brow/Ruskin's View</b>	M Marczynski/M Burchnall		KLTC	1	Saving The Brow/Ruskin's View is the Council's highest priority. After a false start with one set of consultants, Fairhurst were appointed to advise on all technical matters. To date they have carried out (or sub contracted work): an initial inspection: produced a slope stability report; a topographical survey: an options appraisal and final drawings of the scheme. They are currently trying to obtain likely costs from contractors and will then prepare contract documentation and assist the TC in appointing contractors.. The Town Council has agreed two Working Groups one to deal with technical matters and one to fundraise. Current issues are: developing interim measures to assist residents and visitors; finalising the technical solution and its cost; and mobilising fundraising. The target date to complete fund raising is December, 2023, with work to take place during 2024.
<b>Repair Riverside Path at bottom of Radical Steps</b>	M Marczynski		YDNP/KLTC	1	This will be part of the Brow remedial works.
<b>Repair river bank downstream of newly built wall</b>	M Marczynski	The Council committed between £16,000 and £17,000 to these works.	YDNP/KLTC	1	The YDNP surveyed the bank and developed proposals to reinforce the bank downstream of the current riverside wall. The Town Council on 10 February, 2021 agreed to contribute £15,000 of CIL money to the works and £1,000 - £2,000 to fence repairs. The works were completed in Autumn 2021. The Council have also paid for and carried out work to remove trees which may further endanger the river bank, and arranged for the removal of trees which had fallen into the river in January.
<b>Restore Radical Steps/Railings/Lily wood footpath</b>	M Marczynski		CCC/YDNP/KLTC	1	The CCC were considering whether improvements to the Radical Steps could be funded but this is now likely to be part of the Save Ruskin's View campaign. The issue has arisen as to whether the TC needs to put warning notices at each end of the steps advising of the risks of using the steps in wet/icy conditions.
<b>Issues that arose in the summer of 2022 and discussed at a special meeting of the TC on 24 August, 2022</b>	M Burchnall		TC	1	A number of actions were agreed the main ones being the need for additional signage in Jubilee Park; signage on Devils Bridge re the dangers of jumping; CCTV signs in town; volunteer litter collection after major tourist weekends; and reminders to QES students re the dangers of jumping off the bridge.

Mill Ayre improvement and access issues	G Buswell/A Muirhead		YDNP/KLTC	NR	Improvements have been carried out and YDNP are to do further planting. Discussions are also taking place with the residential occupiers over further improvements. The football club were denied a new vehicular access from Mill Ayre to the ground and investigations are still taking place to prove ownership of Mill Ayre and what measures should be put in place to restrict vehicular access. On 3 November, 2021 the Council agreed that notices should be placed indicating No Parking and No Through Road - these are the responsibility of the County Council. A further report will be submitted to the Town Council when ownership investigations are complete. This report will also cover the issue of the Dowson field.
<b>PLAY PARK/RECREATION GROUP</b>	<b>Councillors Ree and Marczynski with former councillor Ed Waller co-opted.</b>				
Play Park	R Ree and M Marczynski, with E Waller			1	A 3 year vision for the Play Park was approved by the Council on 12 September, 2018 and a further presentation was made to the Council on 12 June, 2019 re the urgent works that needed to be carried out. Immediate maintenance works were approved up to the sum of £5,500. Significant improvement works were also carried out to the aerial run way and trees adjacent to it have been removed. A Play Park Committee was established and the priority of replacing the younger children's play area was agreed by the Council. Funding sources were developed and additional funding secured from local businesses and individuals. A Brief was prepared, agreed by the Council and 5 expressions of interest were received. The Play Park Committee agreed a shortlist of 2 and further information was requested prior to a final decision being made. The total cost of the scheme was in the order of £42,000 and the TC agreed to underwrite any shortfall in fund raising. The contractor was appointed, work started in June and was completed in early autumn. The Play Park Working Group will now be considering what further work should be undertaken (including improvements to the three access points) as well as monitoring the condition of the Play Park. A bid for resources has been submitted to the Council for consideration as part of the 2023/24 precept setting process.

<b>Disabled Access</b>	R Ree/A Muirhead		CCC/KLTC/SLDC/Private	1	A disability audit has been carried out and sources of funding are now being explored to initiate improvements. QES are also taking part in this initiative. The Chamber of Trade to be involved in this initiative and other projects (e.g. the Big Vision) are being asked to ensure that their proposals take on board access issues. Councillors Ree and Muirhead are to prepare a report on costs for the Town Council to consider, in the light of comments made by CCC over work they would be prepared to carry out.
<b>Route from Ingelton to Kirkby Lonsdale</b>	M Williams			3	The YDNP, working with Sustrans, are developing proposals for a possible pedestrian and cycle route. Councillor Williams represents the Town Council and will report back when appropriate.
<b>CANS (Councils Against Noise and Speed)</b>	Former councillor Ed Waller			3	Former Councillor Waller agreed to sit on this Group and reported back regularly to the TC. The TC has supported the initiatives the Group has taken to date. On 9 February, 2022 (minute 22/28 refers) the Council agreed that noise monitoring via 'noise cameras' should be on the A65 around Devil's Bridge and on the B6254 between Kearsitwick and Old Town.
<b>FINANCE/STRATEGY/MONITORING GROUP</b>	<b>Councillors Burchnall, Muirhead and Williams, and the Town Clerk</b>				
<b>CCTV</b>	M Burchnall, A Muirhead and G Buswell	The net cost to the Council of purchasing and erecting the cameras was £10,268 and the annual maintenance cost is £5,300..	KLTC/SLDC/Cumbria Police	2	The Council agreed to work with Cumbria Police to provide two cameras, one on The Royal and one on Plato's. These are in place. A press release was issued and an article appeared in the February, 2022 AKL explaining how the cameras operate and how the privacy of adjacent residential occupiers is protected. Notices advising of the cameras should have been placed in the town and Cumbria Police have been reminded of these. A significant element of the Council's budget is the yearly maintenance charge for the cameras (£5,300 in 2023/24). The police have been asked to provide a report on the impact the cameras may have had.

<b>A65 Booths Roundabout</b>	M Marczynski		Private, although some TC funding may be required.	2	Booths agreed to sponsor the roundabout. The Council has indicated its support for an art work on the roundabout (i.e. a sculpture from Andy Kay, at nil cost to the council). An application for advertisement consent was submitted by Booths for the sponsorship signs, which was granted. The TC submitted for and obtained planning permission for the Ram and discussions are currently taking place over the implementation of the scheme.
<b>Kendal Road - request for a pedestrian crossing at QES/St Mary's Primary School</b>	M Burchnall		Not known at this stage	2	The issues of pedestrian and road safety on Kendal Road in the area of the two schools was raised again and reported to the Council on 10 February, 2021. Contact was been made with both schools but no further progress has been made with this. However, revisions have taken place within the QES turning area which helps bus movements and the TC has pressed for a new footpath linking the Oakfield Park development to the footpath in front of St Mary's.
<b>Auction Mart Yard</b>	M Burchnall/ K Price		Nil	NR	The WCA7 form was received by CCC on 29 November, 2018. The CCC had 12 months to make a decision on this but did not. The TC submitted an appeal to the Secretary of State. The Secretary of State has instructed CCC to make a decision no later than 5 May, 2022. On 8 March, 2021 the CC wrote to various statutory bodies asking for views on the claim, suggesting that the application may be determined this year. On 2 March, 2022 the Council was advised that the CC had rejected the Council's application to identify a public footpath and it was agreed that the Council could take no further action.
<b>Kirkby Lonsdale Big Vision</b>	M Burchnall		Not known at this stage	NR	Town Council members attended a workshop with representatives of the three churches on 1 October, 2019 to receive an update on the consultation process to date and to discuss the Town Council's approach to the initiative. M Burchnall is on the Community Partner Group representing the Council and the Lunesdale Hall. The Council's Work Programme has been shared with the Big Vision Steering Group and it has been agreed that close working is essential. The Town Council will receive further briefings as work progresses and when options are published will formally consider these. A further update meeting was held on 4 March, 2020. The Big Vision submitted two Expressions of Interest to the NHLF on behalf of St Mary's, for major structural works to the Church and internal re-organisation - both were rejected. A further application to the NHLF for a smaller amount is likely to be submitted.
<b>Community Led Plan</b>	M Burchnall		Nil	NR	It has been agreed that this should not be progressed until the other priorities of the Council have been achieved.

<b>Transport and Public Realm Study</b>	M Burchnall		Nil at this stage	3	The TC have agreed in principle that a Study should take place and a Brief was prepared and agreed. The proposal was 'soft sold' to a company the Council have used before to assess whether the Brief was robust and what the likely costs would be. It was agreed that the Brief was comprehensive but costs would be in the order of £50,000 for the Study alone. Advice was sought from CCC Highways and whilst co-operation and help were promised it was confirmed that the costs of a study would be of this order. No further action has been taken to date, although certain matters are being taken forward separately (eg signage improvements to Market Square, disability access improvements and re-examining Kendal Road traffic issues).
<b>CIL (Community Infrastructure Levy) funding</b>	M Burchnall		Nil	NR	At January, 2022 the Council had received £78,513.74 of CIL money. When used SLDC have to be advised of the purpose it has been used for and CIL must be used within 5 years of receiving it. CIL is currently being used to fund the consultants working on The Brow and on the SRV campaign.
<b>The new SLDC Local Plan and the future planning of Kirkby Lonsdale</b>	M Burchnall		Nil	NR	SLDC have started on preparations of the new Local Plan which will run from 2025 to 2040. Initial consultations have taken place and the Call for Sites ended on 18 September. The Town Council agreed initial views on the Local Plan in a report considered on 9 September, 2020. on 22 October, 2021 the Council agreed detailed comments on the next stage of public consultation.
<b>Community Response</b>	I Bradshaw and G Buswell		KLTC	1	Agreed on 8 July, 2020 that the Town Council lead on the preparation of an Emergency Plan, working with groups and individuals across the Town. It was suggested that a budget of £1000 could be allocated to this. Subsequently it was agreed That Issy Bradshaw prepare a Draft Plan on behalf of the Council. This was received in November, 2021 and a copy given to all councillors. It was formally considered in February, 2022 and a final version, together with proposals for awareness training etc is to be submitted to a future meeting of the Council.



<b>Kirkby Lonsdale Community Hub</b>	?????		KLTC have contributed to date - a further request is being considered on 10 March, 2021	NR	The Town Council on 8 July, 2021 agreed to work with the Community Hub and the CIC to ensure that the key elements of the Hub are built into the infrastructure of the Town. Former Councillor Waller agreed to sit on the Community Committee which is running the Hub and Community Cupboard. On 10 March, 2021 the TC agreed funding of £5,000 and on 18 May, 2022 the TC agreed further funding of £7,500 and requested that a further report on the work of the Community Cupboard be submitted towards the end of 2022 to help determine how the TC might provide ongoing financial support. The latter was overtaken by a grant application for 2023/24 asking for £12,000.
<b>Addressing Climate Change</b>	I Bradshaw			1	A climate change police for the Council is to be developed. Councillors Bradshaw and Williams agreed to lead on this.
<b>Communication Strategy</b>	A Muirhead		Nil	NR	The TC agreed that a communication strategy was needed to ensure that the TC spoke with one voice, that messages were clear and that it was clear how the TC could respond in public. A report was considered and agreed by the TC in April, 2021 adopting a Communication Strategy. Sarah Tatham agreed to be the moderator and to control the web site. This role has now been taken over by Issy Bradshaw and it has been resolved to consider
<b>Presentations to the Town Council</b>	M Burchnall			2	Councillors have agreed that a programme should be developed so that key members of the community can address the TC at its public meetings. A schedule of suggested speakers is to be produced.
<b>In-house training</b>	M Burchnall			2	A programme of in-house training is to be developed and implemented.