

KIRKBY LONSDALE TOWN COUNCIL: WORK PROGRAMME (JUNE, 2021)

PROJECT	WORK GROUP/LEAD COUNCILLOR/S	COST	FUNDING	PRIORITY (1 High;2 Medium;3 Low;NR Not relevant)	COMMENTS
GROUNDS/MAINTENANCE/ASSETS GROUP	Councillors Buswell, Muirhead and Storey				
Grounds Maintenance contract	G Buswell	£13320 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.
Allotments	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.
Market Square monument	A Muirhead	The Council agreed a £2000 reserve in case further work on the monument is required in the future.	KLTC	2	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 now need to be carried out before transfer to the Town Council can take place.
Lunesdale Hall	M Burchnall/M Batty	The TC to consider financial support for the improvement programme.	Lunesdale Hall/ Town Council/grants	NR	The Hall Management Committee resolved not to pursue the relocation of the library to the Hall and is carrying 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 panting and the replacement of the Cupola/Bell Tower likely to take place in spring 2021. Financial support of £8,000 was agreed by the Town Council. Marketing and future management of the Hall are being progressed and a medium term plan for other improvements will be developed.

Re-location of access to the Play Park away from the recycling area	M Marczynski/M Batty	£8,000 - £9,000	KLTC	1	SLDC agreed to the principle of providing a revised access, but planning permission is required. Chris Potts is to preparing a planning application and this will be submitted in June. From an initial reserve of £2000, it now appears that the costs will be in the order of £8,000 - £9,000.
Market Square - re-inforcing of traffic controls/traffic management	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 implementation awaited. Councillor Muirhead wrote to CCC officers/Councillor Cotton on 14 May asking for an update/progress.
Market Square - removal of car parking to enable the Charter Market to expand.	A Muirhead	£10,000, but cost sharing may reduce this by up to two thirds	KLTC/CIC/C of T	1	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.
Kirkby Lonsdale Museum	R Ree		Unknown at this stage	3	The possibility of providing a museum of KL life 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.
Jubilee Park replacement litter bins	M Marczynski		SLDC/CCC	1	The litter bins in Jubilee Park required replacement. Councillor Marczynski arranged with SLDC for their replacement and the works have now been completed.
The Library Undercroft	Mike 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.
THE BROW AND RIVER GROUP	Councillors Marczynski, Batty, Burchnell and Storey, with Nick Cotton and Steve Hastie co-opted				

Church Brow	M Marczynski/M Batty/ D Storey/M Burchnall	£20,000	KLTC	1	It has been determined that the TC own The Brow and the TC have taken responsibility for exploring the future of The Brow and the adjacent footpath. The Council appointed consultants (Parkins) and on 8 January, 2020 agreed a series of recommendations to take investigations forward and allocated a budget of £20,000 for this work. Stabilisation works could cost £300,000+. Discussions have taken place with the Big Vision over the relationship of this with developing proposals for the Glebe and the Motte. Initial support has been sought from Tim Farron MP. YDNP have been involved in discussions and the scheme could fit in with their developing thoughts on a wider landscape strategy project. Parkins have carried out a geological assessment. The written report is still in draft but they indicated that the conclusions would not change. Parkins had sought bids for the next phase of work, ground investigations, but these may not be required as 1990 ground investigations have been found and these may still be relevant. On 5 May, 2021 the Council agreed to terminate its relationship with Parkins and to appoint Fairhurst to carry out the next phase of investigation
Repair Riverside Path at bottom of Radical Steps	M Marczynski		YDNP/KLTC	1	This will be part of the Brow remedial works.
Repair river bank downstream of newly built wall	M Marczynski	The Council have committed between £16,000 and £17,000 to these works.	YDNP/KLTC	1	The YDNP have surveyed the bank and are looking at proposals to reinforce the bank downstream of the current riverside wall in summer 2021. 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 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.
Restore Radical Steps/Railings/Lilywood footpath	M Marczynski		CCC/YDNP/KLTC	1	The CCC are considering whether improvements to the Radical Steps could be funded in the current financial year.
Mill Aire improvement	G Buswell		YDNP/KLTC	NR	Improvements have been carried out and YDNP are to do further planting.
PLAY PARK/RECREATION GROUP	Councillors Batty, Ree and Tatham				

Play Park	M Batty/ S Tatham/E Waller		£3,000 from previous dedicated budget. £2,000 from the 2017/18 precept and £500 from the 2018/19 precept. The Council agreed a further £1,500 as part of its 2019/20 settlement. The S106 Agreement re Kendal Road development(Russel Armer) dedicates £23,700 to the play park, index linked, now £25,263.96	1	A 3 year vision for the Play Park proposed by Councillor Batty 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 have been carried out to the younger children's play area and to the aerial run way and trees adjacent to it have been removed. A Play Park Committee is in place, funding sources have and are being developed and additional funding has already been secured from local businesses and individuals. A Brief was prepared for the renewal of the younger children's play area, it was 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. Russel Armer via a Section 106 agreement have to provide funding for the Play Park - the sum is £25,263.96. The total cost of the scheme is in the order of £42,000 and the TC agreed to underwrite any shortfall in fund raising. The contractor has now been appointed and work is due to
Provision of dog poo signs	S Tatham		KLTC	2	Agreed that signs should be procured and erected along the Riverside Path from the Devil's Bridge to the Radical Steps
Disabled Access	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.
CANS (Councils Against Noise and Speed)	E Waller				Councillor Waller agreed to sit on this Group and reports back regularly to the TC. The TC has supported the initiatives the Group has taken to date.
FINANCE/STRATEGY/MONITORING GROUP	Councillors Buswell, Muirhead and Burchnall, and the Town Clerk				

CCTV	M Burchnall, A Muirhead and G Buswell	The net cost to the Council of purchasing and erecting the cameras is £10,268 and the annual maintenance cost is £3,640. Both amounts have been agreed by the Council.	KLTC/SLDC/Cumbria Police	1	The Council agreed to work with Cumbria Police to provide two cameras, one on The Royal and one on Platos. These have now been agreed by both the Police and the landowners. The cost of each camera is approx. £8,134 including brackets, but this is offset by grants from the Police and Crime Commissioner and SLDC of £6,000. This makes the capital cost of both cameras £10,268. The annual maintenance cost of both cameras is £3,640 has been agreed by the Council. The suppliers of the equipment, Telemachus, have carried out the surveys needed before the cameras can be installed. The Council on 7 July agreed to apply for planning permission and listed building consent for the camera on the Royal when the survey information was received. These applications were submitted in November, 2020 and a decision received was received on 14 April, 2021. The land owners have been advised, but it now transpires that the TC have to arrange for electrical work to be carried out - this is being progressed and implementation should take place in June.
A65 Booths Roundabout	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, but was deemed invalid - this was reinstated and advertised in May, 2021. The TC are taking responsibility for progressing the sculpture. Chris Potts is having initial discussions with officers at CCC to determine the level of support pre-application.
Kendal Road - request for a pedestrian crossing at QES/St Mary's Primary School	M Burchnall		Not known at this stage	1	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 has been made with both schools and further discussions are to take place to see if a mutually convenient scheme can be developed and funded. A report will be submitted to the Council asap.
Auction Mart Yard	M Batty		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.

Kirkby Lonsdale Big Vision	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. In parallel to the TC submission of an Expression of Interest to the National Lottery Heritage Fund, the Big Vision submitted an Expression of Interest on behalf of St Mary's, largely for major structural works to the Church and internal re-organisation.
Community Led Plan	M Burchnall		Nil	NR	It has been agreed that this should not be progressed until the other priorities of the Council have been achieved.
Transport and Public Realm Study	M Burchnall		Nil at this stage	2	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).
CIL (Community Infrastructure Levy) funding	M Burchnall		Nil	NR	As at December 2020 the CIL funding stood at £56,012. The Council did agree that part of the CIL money (circa £20,000) could be used to fund a Transport and Public Realm Study - but, see above, this is now on hold. The Council needs to decide its priorities for using CIL funding, in accordance with the guidance set out by SLDC (a report on this was considered by the Council on 12 August, 2020). The Council has agreed to use circa £16,000 of CIL funding to assist the YDNP in reinforcing the river bank downstream of the existing embankment (see above).
The new SLDC Local Plan and the future planning of Kirkby Lonsdale	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.

Preparation of Emergency Plan	M Batty/a Muirhead/M Burchnall		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. Councillor Batty, assisted by councillors Muirhead and Burchnall agreed to take this forward and a report is expected to the TC in July.
Kirkby Lonsdale Community Hub	E Waller (M Burchnall)		KLTC have contributed to date - a further request is being considered on 10 March, 2021	NR	The Town Council on 8 July 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. Councillor Waller has agreed to sit on the Community Committee which is running the Hub and Community Cupboard. Councillor Burchnall to attend meetings if Edward cannot. A further request for funding is being discussed on 10 March, 2021.
Addressing Climate Change	M Batty/Helena Constantine (QES)		Not known at this stage	1	A climate change police for the Council is to be developed.
Communication Strategy	A Muirhead/S Tatham		Nil	1	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 it will be reviewed in the light of experience.
Special Town Meeting	G Buswell/A Muirhead/M Burchnall		Not known at this stage.	2	The Town Council has agreed to hold a Special Town Meeting with representatives of organisations across the Town to develop better communication networks and agree how the Town should respond in future to issues which are important to the Town as a whole and how the future direction of the Town can be developed. This was further considered on 10 March, 2021, with the Town Meeting to take place face to face once Covid restrictions have been sufficiently lifted.
Presentations to the Town Council	M Burchnall				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.
In-house training	M Burchnall				A programme of in-house training is to be developed and implemented.