

**MINUTES OF A MEETING  
OF KIRKBY LONSDALE TOWN COUNCIL  
HELD BY ZOOM  
ON WEDNESDAY 14TH APRIL 2021 AT 7PM**

**Present:** Councillors Geoffrey Buswell (Chairman), Allan Muirhead Marie Batty, Mike Burchnall, Mike Marczynski, Robin Ree and Sarah Tatham.

**Also in attendance:** QES Councillor Helena Constantine, four members of the public and Town Clerk Kevin Price.

**Apologies for absence:** Apologies for absence were received from Councillor David Storey (leave of absence) and accepted from Councillor Edward Waller.

The meeting commenced with a minute's silence in memory of HRH Prince Philip, Duke of Edinburgh, who passed away the previous Friday.

The Council have sent a formal message of condolence to Her Majesty the Queen. Flags have been flown at half-mast in the town and there is a service of commemoration on Friday at 7pm, at which the Chairman will represent the Council.

The Council records a vote of thanks to the Chairman for putting the various necessary arrangements in hand.

**21/54 Public participation:** .

- a. Mr Chris Rowsell addressed the Council on behalf of Kirkby Lonsdale Football Club. The club is looking for permission to create an access for motor vehicles from the land at Mill Ayre to the Football Club land above. He has spoken to Steve Hastie of YDNPA and also obtained possible quotations for the required work. A number of questions were asked and answers given, and it was agreed to make this an agenda item for the next meeting, all Councillors having seen the information circulated.
- b. Mr Matt Sowerby addressed the Council, as a young resident in the town and a student at university, concerning any actions being taken by the Council to address issues associated with Climate Change. Councillor Batty gave details of the small steps the Council had been involved in. Plans to reduce waste are being discussed but are only in their early stages yet, and the preparation of a climate change plan is in the Council's Work Programme.

**21/55 Minutes:**

The minutes of the meeting held on 10th March 2021 were agreed and signed by the Chairman.

**21/56 Requests for Dispensations:** None.

**21/57 Declarations of Interest:**

Councillors Marczyński and Muirhead declared an interest should any matters relating to the CIC be discussed and Councillor Buswell declared an interest in any matters relating to the allotments.

**21/58 Updates:** None.

**21/59 County and District Councillors:** No reports.

**21/60 Finance:**

The Interim Accounts for 2020-21 are being prepared and will be presented to the Annual Meeting next month.

**21/61 Notice boards:**

It was agreed to renovate the two notice boards outside the Lunesdale Hall and alter the wording to 'Lunesdale Hall', rather than 'Institute' and alter the 'Parish Council' to Town Council, providing the total cost is no more than £500, which can be shared with the Lunesdale Hall. Councillor Buswell said he could arrange with a private donor for the renovation of the small board adjacent to the small flag pole.

**21/62 Community Cupboard:**

Councillor Waller had submitted a full written report, which has been circulated to all Councillors and will also be on the website. The Council's thanks are recorded to Councillor Waller and all the volunteers at the Community Cupboard.

**21/63 Surveys/consultations:**

*The Clerk will respond to the following two consultations, on behalf of the Council:*

- a. Government consultation on remote meetings  
<http://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence>
- b. CALC Members survey:  
<https://www.surveymonkey.co.uk/r/QS865HJ>

*The following correspondence was noted:*

- a. The 'water feature' outside St Mary's churchyard and this will be an agenda item for the next meeting.
- b. An enquiry had been received regarding affordable housing provision in the town. It was agreed to ask South Lakes Housing if they could clarify the criteria for allocating this, and possibly attend a future meeting of the Council to explain.

- c. The Council had been invited to submit nominations for 'Star Awards'. Councillors are free to respond to this if they wish.

#### **21/64 Town Council Communication Policy:**

The draft Communications Policy had been circulated to all Councillors and it was resolved to adopt this. Councillor Tatham was thanked for her excellent work on this and she is willing to continue as Moderator.

#### **21/65 The Brow:**

Councillor Marczynski said he is still awaiting responses from R G Parkins and from Ian Fairhurst, who is the suggested contractor.

Councillor Burchnall said that two Expressions of Interest (EOI) had been prepared, one by the Big Vision and one by St Mary's Church. They were to be reviewed by Sam Miller and both need to be re-written. The Council's thanks to the Big Vision for funding this, are recorded. A statement will be published next month in AKL. It is not likely that the full bid will be made until August or November, which could be for between £500 and £1M.

#### **21/66 Local Government re-organisation in Cumbria:**

Councillor Burchnall had circulated a short paper and the recommendation therein was agreed, namely that this Council re-affirms its view of 11th November 2020 and supports the creation of a unitary Bay Authority (comprising South Lakeland District Council, Barrow Borough Council and Lancaster City Council and that this view be submitted as the Council's formal response.

#### **21/67 Applications to site benches:**

There had been three applications to site benches in the town. It was agreed to make a list of possible sites for new benches in the town and bring this as an agenda item for the next meeting. The Clerk will notify the applicants.

#### **21/68 Play Park:**

A proposal to renovate the toddler area in Kirkby Lonsdale Play Park was approved. The Play Park Committee recommended Supplier B following a thorough and well considered Tender process, including site visits for short-listed suppliers and further clarification questions. SLDC parks & spaces were also consulted to ensure we get the best playground facilities for the children of Kirkby Lonsdale.

A significant amount of funds have been raised, with a total of just over £37,000. It is anticipated the final portion of community fundraising activities will be completed in May 2021. This will drive awareness of the design proposal and programme of works amongst the target age range of families with toddlers aged 2-6 years old. In order for the contract to be let the Council agreed to use CIL funds to cover the shortfall between the funds raised and the contract price, the funds to be returned to the Council once fund raising has been completed.

Councillor Batty, as play park administrator also updated that there had been an unfortunate sequence of events in the play park requiring repair and renewal of swings & aerial zip wire. All parts are on order and will be replaced once available. All parts are costly but can be funded from the Play Park account on this occasion.

**21/69 Moving of the recycling bins:**

Councillor Marczyński said that Chris Potts (architect) had now advised that planning permission would be required for this work. It was agreed to entrust the work and negotiations to him at a projected cost of £720, plus the planning application fee of £145.

**21/70 Bins replacement in Jubilee Park:**

Councillor Marczyński said that the scheme for the replacement of the bins has now been agreed and work is expected to commence next week.

**21/71 Booth's roundabout:**

Councillor Marczyński said that Booths have confirmed that they are still in conversation with SLDC regarding a possible planning application for this work (ie Booth's advertising signage). Andy Kay is still keen for the RAM project to go ahead on the roundabout, although he has about an eight month waiting list for back orders. It was resolved that the Council will itself now submit a planning application for the RAM sculpture, via Chris Potts. Costs to be advised.

**21/72 CANS (Councils Against Noise and Speed):**

Councillor Waller had been unable to attend the last meeting as it clashed with a Community Cupboard meeting. A further meeting has been arranged shortly and he will bring a report on this to the next Council meeting.

**21/73 Emergency Plan:**

Councillors Batty, Burchnall and Muirhead have been discussing this project by ZOOM, with a further meeting planned for next week. It is hoped there will be a report, as an agenda item, in time for the June meeting.

**21/74 Library Undercroft:**

Councillor Marczyński is continuing discussions with Karen Johnson of CCC Libraries as to the possibility of the Council leasing the Undercroft for storage or other uses. If this comes to fruition the premises would require extensive renovation and the historical nature of the building would be a major consideration. It was emphasised that this is only in an enquiry stage as yet and no decisions or firm plans have been made.

**21/75 Museum project:**

Councillor Ree said that a feasibility study has almost been completed, with help from Councillor Tatham, and this will be an agenda item for the next meeting.

**21/76 Work Programme updates:**

Councillor Burchnall said that planning permission and listed building consent has now been granted for the installation of the CCTV camera(s) on the Royal Hotel and the project can now go ahead.

**21/77 Planning sub-group:** there are currently no applications requiring comment..

**21/78 Date of the next meeting:**

***Wednesday 5th May 2021 by ZOOM at 7pm.***

***(PLEASE NOTE CHANGE OF DATE)***

***(This will be the Annual Town Meeting and the Annual Council Meeting).***

As the government's current 'roadmap out of lockdown' indicates Councils should continue to make meetings available remotely until at least 21st June, the 9th June meeting will need to be held by ZOOM also.

*The meeting closed at 8.50pm.*

*Signed:*

*Dated:*