Kirkby Ireleth Parish Council

CHAIRMAN: Mr. G. Grieve, Ivy Cottage, Wall End, Kirkby-in-Furness, LA17 7UJ

Minutes of the Parish Council Meeting
held on Thursday 20th June 2024 at the Parish Rooms, Woodland

1. **Apologies for Absence (received in writing):**
   Cllr A Pye, L Walkden, J Byrne, Vice Chair Cllr R Bennett
   Not Present: WFC Cllr Matt Brereton
   Present:
   Cllr. G. Grieve (Chairman), W. Todd, R. Saunders, M. Irving, D. Wilson, S. Rhodes

2. **Requests for Dispensations**
   There were no requests for dispensations.

3. **Declaration of Interests**
   Cllr. Irving 9(b).

4. **Minutes from the previous meeting**
   It was noted that the location of the meeting on the minutes was listed as Grizebeck Community Centre, however the meeting was held at the Community Centre, Beckside. Amendment made and the minutes were approved.

5. **Chairman's Remarks**
   None.

6. **Open Forum**
   No members of the public were present.

7. **Reports from the Westmorland and Furness Councillor**
   Cllr. Brereton was not in attendance at the meeting.

8. **Matters Arising from the previous meeting**
   a) Cllr Grieve is now in contact with Rohan Ward – Senior Highways Network Technician at WFC Highways Department and will pursue these matters directly.
   Action: Meeting with Rohan Ward, WFC Highways Department, to be listed under section 9 Traffic & Highways
   b) As above
   c) Works have been arranged for 8th & 9th July and will be further reported on under current matters
   d) Cllr. Brereton had forwarded to the Clerk the contact details of the person who deals with street lights at Westmorland and Furness Council.
   e) Carried Over – remain on agenda.
   f) Cllr. Brereton was to raise the issue with the refuse collection at Burlington Rise with Westmorland and Furness Council.

9. **Traffic, A595 & A5092 and Highways**
   a) **A595/A5092 and Highways matters**
   It was noted that potholes on the A595 Dove Ford / Dove Bank have now been completed.

b) **A595 Grizebeck Improvement Scheme**
It was Noted that works are scheduled to begin in September 2024 and that landowners are in discussions regarding compulsory purchase of required land.

i. ***Green sign on the A595 at Grizebeck***
Nothing to report.

ii. ***Milestones***
Nothing to report.

iii. ***Victorian Signposts***
Nothing to report.

iv. ***Chapels – Recreational Area***
Nothing to report

c) **Portal Reports:**
a) Road Markings – Woodland – was raised some years back but no action, to be re-raised on WFC Highways Portal.

d) **Portal Progress**
No updates

10. **Parish Plan**

a) **Reports**

i. **Community Facilities –** Grizebeck – nothing to report / Kirkby Community Centre – Parish Council display boards will need to be arranged and displayed at the Gala on the 29th June 2024.

Action: Cllrs. Grieve and Rhodes to update and prepare the display boards and Cllr. Tood to then setup the boards on Gala day.

ii. **Highways –** No update.

iii. **Website and Social Media –** No update.

iv. **Footpaths and Cycleways –** No update.

11. **Current Matters**

a) **Cutting back of hedges/verges by Probation Service**
Nothing to report.

b) **Road/Wall subsidence – Marshside**
It was noted that this was covered under item 8(a) on the Agenda.

c) **Emergency Planning – Community Centre Contacts**
No update.

d) **Soutergate car park**

i. ***Surface work***
This work is to commence on 8th & 9th July

Action: Cllr Grieve and Cllr Bennett to publish this in the Kirkby Caller, Website and Social Media as well as producing notices to be placed at the car park and on vehicles to advise closure of the car park on 8th & 9th July.

e) **Sandbag Unit, Marshside**
Sandbags have now been moved from the storage unit into the bus stop, at this time it is not proposed to replace the unit as the sandbag can be stored in the bus stop.

Action: Cllr Todd to arrange removal and disposal of the old storage unit.

f) **Street Lights**
No update

g) **Boat at Grizebeck**
It was noted this was covered under Item 8(f) on the agenda.

h) **Rural Services Network**

Matter discussed, but no appetite from Council to subscribe to this service
Action: Clerk to advise Rural Service Network subscription not required.

i) **Westmorland and Furness Local Plan briefing**
No one available to attend meeting – will wait to see de-brief following meeting to see if further action required.

Action: Westmorland & Furness Local Plan review to go on agenda as current matter

12. **Statutory Requirements**

a) Resignation of Cllr. Mackay
The Chairman reported to the Council that as of 5th June 2024 Doug MacKay had resigned from the Parish Council. The Chairman advised he has discussed this with Cllr. Mackay and wishes him well.
It was noted that as a result of the resignation there is a vacancy on the Finance Sub-Committee and a requirement for a new bank signatory. The Chairman proposed that Vice Chair Cllr Richie Bennett take up the vacant position on the Finance Sub-Committee and also becomes a signatory on the Parish Council bank account. This was proposed by Cllr Grieve, Seconded by Cllr Wilson with all voting in favour.

Action: Cllr Grieve to write to Doug MacKay thanking him for his service on the Parish Council

Action: Cllr Grieve / Clerk to update Unity Bank, remove Doug MacKay, and add Cllr Bennett as a signatory.

Action: Clerk to update Finance Sub-Committee with the removal of Doug MacKay and addition of Cllr Bennett.

Action: Clerk to advise Westmorland & Furness Council of the vacancy within the Parish Council.

Action: Cllr Bennett to advise via Kirkby Call, Website and Social Media of vacancy within Parish Council and anyone interested to contact the Clerk.

13. **CGP Kirkby Ireleth Parish Council Trust Fund**

a) ***Report***
A meeting of the Trust Fund is to be held immediately following this Parish Council meeting with several applications to consider.

14. **Accounts**

a) The financial statement for May 2024 had been emailed to all Councillors prior to the meeting.
b) The Clerks salary of £216.66 and expenses of £62.37 for June 2024 were approved.
c) The payment to HMRC of £54.20, being PAYE to 5th July 2024 was approved.
d) The payment to the Woodland Parish Rooms for the hire of the hall was approved.
e) The payment to Hudson Hill of £1026.77 for the Parish Laptop was approved.
f) The payment of £24.24 to Hudson Hill for for email and Microsoft 365 business was approved – The Chairman commented that this is actually a monthly fee but will be converted to an annual fee.

Action: Clerk to contact Hudon Hill to have this amended to an annual fee as per original quote.

g) The Finance Sub-committee presented a report on the Annual Governance and Accountability Return and made a recommendation that the Full Council approved this.
   i. The Full Council approved the Annual Governance Statement
   ii. The Full Council approved the Accounting Statement.

iii. The Chairman presented the Internal Auditors report. Hornby's had carried out an internal audit on the account and found everything to be in order.

h) ***Membership of the Finance Sub Committee***
It was noted that this was discussed under 12(a) on the Agenda.

i) ***Signatory on bank account***
It was noted that this was discussed under 12(a) on the Agenda.

j) ***Community Infrastructure Levy payments***
i. Consideration of Allocation of monies – Nothing to report.

15. **Planning**

a) **Applications Received**

i. 2024/0767/FPA - Meadowbank Farm Chapels - Two extensions to existing farm buildings – No comments or objections

i. 2024/0963/FPA – Moorland Service Station, School Road – Change of use of agricultural land for extension to existing parking area and associated landscaping - No comments / No objections – however it was noted that this application would assist in taking parked vehicle off the main road.

b) **Planning Notifications**
None

c) **Planning Enforcement Issues**

i. **Beanthwaite Barn**
Nothing to report.

ii. **School House – Grizebeck**
Nothing to report.

iii. **Stone Arthur, School Road**
Nothing to report.

Cllr Saunders raised if these items need to remain on the agenda. The Chairman deferred the question until the next meeting when the Clerk would be present to answer this.

16. **Correspondence**

a) An email from Kirkby Community Centre to invite representatives of the Parish Council to the official opening of the new playground at the Community Centre on Sunday 21st July 2024 between 1400 and 1600.

Action: Cllr Grieve to e-mail out to all Cllrs asking from a member of the Parish Council to attend the event.

17. **Parish Councillors Reports**

- Cllr Saunders - Buckhorn Lane hedges need cutting out – however it is not thought that this will occur until September when hedges can be fully cut, it is noted that highways are currently cutting back the bottom 1 meter of most roadside hedges at the present time.
- Cllr Irving - Reported that the footpath between Chapels and Grizebeck has now been cutout by Highways.

18. **Deferred Actions Review**
None

19. **Date of next Meeting:**

The next meeting is due to be held on Thursday 18th July 2024 however the Clerk is unavailable on that date, therefore it is proposed that the meeting will be held on the 25th July 2024 at the same Venue.

Action: Clerk to e-mail all Cllrs to advise of amended meeting date and confirm availability of Venue.

Thursday 25th July 2024

Alison Field - Clerk of Kirkby Ireleth Parish Council