

Kirkby Ireleth Parish Council

CHAIRMAN: Mr. R. Bennett, Bridge End Cottage Soutergate Kirkby-in-Furness Cumbria LA17 7TW

Minutes of the Annual General Parish Council Meeting
held on Thursday 21st May 2026 at 7.00 pm at the Kirkby-in-Furness Community Centre, Beckside

1. Apologies for Absence (received in writing):

Cllr. L. Walkden

2. Attendance

Cllrs R. Bennett, G. Grieve, M. Irving, D. Wilson, J. Byrne, V. Sarson, R. Saunders, A. Pye,
M. Parkinson, J. Field
Cllr. Brereton
11 members of the public

3. Election of Chair

The Clerk took control of the meeting for election of the Chair. The Clerk asked for proposals for the position of Chair.

Cllr. Wilson proposed Cllr. Bennett

Seconded: Cllr. Saunders

Agreed by all.

No other proposals were made. Cllr. Bennett accepted the position and then Chaired the remainder of the meeting.

4. Election of Vice-Chair

Cllr. Bennett asked for proposals for the office of Vice-Chair:-

Cllr. Byrne proposed Cllr. Walkden

Seconded: Cllr. Parkinson

Agreed by all

Cllr. Bennett informed that Cllr. Walkden had advised him that if proposed she would be willing to accept the position for another 12 months.

5. Election of Representatives to other bodies and Committees

a) Finance Sub Committee

The Committee membership was reviewed and the following elected unanimously:-

Cllr. R. Bennett

Cllr. L. Walkden

Cllr. G. Grieve

Cllr. J. Byrne

Cllr. A. Pye

Cllr. R. Saunders

b) Parish Plan Groups

The following were elected to the Parish Plan Groups:

- Community Facilities – Cllr Irving – Grizebeck, Cllr. Field - Kirkby Community Centre
- Resilience – Cllr. Walkden
- Highways – Cllr. Byrne
- Website and Social Media – Cllr. Bennett

- Footpaths and Cycle-ways – Cllr. Field
- Cumbria Constabulary Report – All members of the Council
- Planning – Cllr. Sarson

6. Declarations and Dispensations

a) Requests for Dispensations

There were no requests for dispensations.

b) Declaration of Interests

Cllr. M. Irving - 10. a) 3)

7. Minutes from the previous meeting

The Minutes from the last meeting were approved and signed.

Proposer: Cllr. Grieve

Seconded: Cllr. Wilson

Unanimously Agreed

8. Open Forum

Cllr. Bennett noted that there were members of the public present most of whom wished to discuss the closure the GPs surgery. Two residents also wished to discuss the proposed car park at Chapels. Cllr. Bennett proposed that these items be discussed under this item on the Agenda. This was agreed.

Closure of Kirkby-in-Furness GP surgery

Cllr. Bennett addressed the meeting and informed that he had met with the Practice Manager and advised of the position of the Practice as he understands it. A member of the public then addressed the meeting and informed that they too had met with the Practice Manager and provided a report of the discussion. The closure was then discussed in great detail. Among the issues raised was the difficulty of vulnerable residents attending surgeries at Askam or Broughton. It was agreed that Cllr. Bennett will contact the Practice Manager to enquire as to the possibility/viability of an out-reach clinic at Kirkby, concentrating on dispensary. He will also consider if there are any transport options available for residents who would not be able to attend the surgeries at Askam or Broughton.

Action: Cllr. Bennett to contact the Duddon Valley GP Practice Manager to enquire about the possibility/viability of an out reach clinic at Kirkby, especially in relation to a dispensary facility

Action: Cllr. Bennett to consider if there are transport options for people who would not be able to travel to the Broughton or Askam surgeries.

Proposed car par at Chapels

Two residents from Chapels had attended the meeting. They informed they were in favour of having a car park at Chapels due to the difficulty with parking and were seeking confirmation of the Parish Council's position with regard to this. Cllr. Bennett informed that in principle the Parish Council does not have any objection to taking on responsibility of the car park, however, he advised that a Head of Terms and draft Lease have been received from Westmorland and Furness and the Parish Council will need to consider these before making a decision. He informed that this will be discussed later in the meeting.

Highway defects

A resident raised the issue highways defects not being fixed despite being reported, mentioning in particular, the two 30 mph signs at Four Lane Ends and the stop sign. Cllr. Bennett informed that the Parish Council share the residents frustration with this issue. Cllr. Bennett will write to Peter Thornton, Chief Executive at Westmorland and Furness regarding the two 30mph signs and the stop sign. Cllr. Brereton will also write to Highways and copy in Cllr. Bennett.

Action: Cllr. Bennett to write to Peter Thornton, Chief Executive, Westmorland and Furness about the two 30mph signs being down at Four Lane Ends

Action: Cllr. Brereton to write to Highways regarding lack of progress on highways faults.

9. Governance and Reports

a) **Chairman's Remarks** – Cllr. Bennet advised that over the last month he has been busy dealing with the closure of the Surgery, the cutting of grass verges and issues with footpaths.

b) **Vice-Chairman Remarks** – Cllr. Walkden was not in attendance at the meeting.

c) **Reports from the Westmorland and Furness Councillor**

- Cllr. Brereton advised of the consultation on the withdrawal of funded transport for schools which has recently taken place. He informed that he does not agree with the withdrawal of funding.

d) **Actions Arising from the previous Meeting**

- 1) Cllr. Walkden is in the process of forwarding photographs of the flooding at Gargreave to the Clerk.
- 2) Cllr. Bennett had reviewed the information provided by Carol Last, regarding the alternative to sandbags, which would be gel packs. However, it was noted that at the current time there is sandbags in the containers and therefore no need at the present time to look at obtaining alternatives.
- 3) Cllr. Bennett had responded to the resident of Sandside setting out the Council's position with regard to signage on private land.
- 4) Cllr. Bennett had advised the Footpaths and Cycleways group that Cllr. Field is now the representative.
- 5) Cllr. Bennett is in the process of looking into the preparation of a Parish Plan. He will meet with Cllr. Sarson to discuss this.
- 6) Cllr. Bennet has reviewed the raising of a Section 96 notice with regard to cutting of the grass verges and will proceed to submit this request to Westmorland and Furness. He informed that he has identified a Contractor, Greaves Tree Services who will be able to carry out the work. The cost would be £2400 (including VAT) for 5 cuts a year. These cuts would be in addition to the two cuts which are to be made by Westmorland and Furness and this will be made clear to Westmorland and Furness. It was noted that the an application could be made to the CGP Trust Fund for the cost of this work.

Action: Cllr. Bennett to submit a Section 96 notice to Westmorland and Furness Council

- 7) The Clerk had contact the local MP's office to ask for a copy of the photograph taken at the conclusion of the meeting with the MP. She will chase a response.

Action: Clerk to chase MP's office for copy of promotion photograph taken at the meeting with the Parish Council

- 8) The Clerk is in the process of contacting BT to ask them to remove the telephone box on Askew Gate Brow.
- 9) Cllr. Irving reviewed the quarterly accounts.
- 10) The Clerk had arranged a meeting of the Finance Sub Committee to review the Annual Statement of Accounts and this meeting was held before the full Council meeting.
- 11) The Clerk had closed the Unity Trust Bank Account No. ending 9329.

e) **Deferred and/or Ongoing Actions Review**

- 1) Cllr. Bennett had placed a note in the Caller advising that the Parish Council did not request the solid white lines on the road sides at Beckside.
- 2) Cllr. Bennet had placed a note in the Caller that Westmorland and Furness no longer supply sandbags to the Parish Council.
- 3) Cllr. Bennett had placed a reminder in the Caller about the CIL money.

10. Parish Initiatives and Infrastructure

a) **Traffic and Highways**

- 1) ***Speeding concerns throughout the Village*** – Nothing further to report at this time but this is an ongoing issue.
- 2) ***A595 road Signage Improvement*** – Nothing further to report.
- 3) ***A595 Grizebeck Improvement Scheme***

Cllr. Irving provided an update of the works to-date. He advised that the road is being opened officially on 20th July 2026.

- i. ***Milestones*** – Nothing to report at this time.
- ii. ***Victorian Signposts*** – Nothing further to report.
- iii. ***Speed Indicator Devices – A5092*** – Nothing to report at this time.

4) ***Car Park at Chapels***

The draft Head of Terms and Lease agreement from Westmorland and Furness were discussed. These had been distributed to Councillors prior to the meeting. All Councillors agreed in principle to the Parish Council leasing the car park subject to clarification from Westmorland and Furness with regard to some of the terms in the draft documents. Cllr. Bennett is to advise Westmorland and Furness of this and seek the required clarification. The Clerk will check with Zurich insurance that the Public Liability included in the policy covers the car park.

Action: Cllr. Bennett to respond to Westmorland and Furness regarding the proposed car park at Chapels advising agreed in Principle and seek clarification of a number of points set out in the draft Head of Terms and Lease

Action: Clerk to contact Zurich insurance regarding Public Liability cover for the proposed car park at Chapels

5) ***Portal Reports and progress***

The Clerk informed that Highways have advised that the cats eyes on the A5092 will be replaced.

b) **Parish Plan Updates**

- 1) ***Community Facilities – Kirkby-in-Furness Community Centre*** – Cllr. Field informed that they are currently preparing for the Gala.
- 2) ***Resilience*** – Nothing to report.

- 3) **Planning** – Cllr. Sarson had today attended a session held by the National Park on their Local Plan. He informed that they, together with Westmorland and Furness are keen to know what the Parish Plan will say with regard to planning. As reported above, Cllr. Sarson and Cllr. Bennett will meet to discuss way forward with Parish Plan.

Action: Cllrs. Bennett and Sarson to discuss preparation of the Parish Plan

- 4) **Highways** – Nothing further
- 5) **Website and Social Media** – Cllr. Grieve noted that the domain kirkbyirelethparishpc.org.uk is currently registered through GoDaddy in the name of himself with the renewal date later this summer. It was agreed from a resilience governance perspective the domain should belong to the Kirkby Ireleth Parish Council rather than an individual. Cllr. Bennett to contact Hudson Hill for assistance with this.

Action: Cllr. Bennett to contact Hudson Hill regarding changing the domain name to the Parish Council

- 6) **Footpaths and Cycleways** – Cllr. Field informed that he will attend the Footpaths meeting in July. He advised that he is currently following up on issues that have been reported by residents. One being cows on the footpath between Sandside and Herschell Terrace, which has been reported in the past and the other, four damaged oardwalks and a broken stile by the A5092 on a footpath that runs across the Moor to the A5092.
- 7) **Cumbria Constabulary Report** – Nothing to report.
- 8) **Revision of Kirkby Ireleth Parish Plan** – It was noted that this had been discussed under Item 9. d) 5) and 10. b) 3) on the Agenda.

11. Current Matters

- a) **Cutting back of hedges/verges (by Probation Service)**
Cllr. Walkden was not in attendance at the meeting.
- b) **Road/Wall subsidence – Marshside**
Cllr. Grieve informed that the subsidence is getting worse. Cllr. Bennett to write to Peter Thornton on this.
Action: Cllr. Bennett to write to Peter Thornton with regard to the road/wall subsidence at Marshside
- c) **Telegraph Poles erected by Fibrus**
No further update has yet been provided by Fibrus. The Clerk to chase.
Action: Clerk to chase Fibrus for update on ill-placed pole on School Road
- d) **Grass verge cutting on School Road**
It was noted that this was discussed under Item 9. d) 6) on the Agenda.
- e) **Signage at Moorhouse, Beanthwaite Hill**
Cllr. Byrne informed that she has sent further details/photographs with regard to signage at Moorhouse and will get back to Highways after a week if she has had no response.
- f) **Sandbags**
It was noted that this had been discussed at 9. d) 2) on the Agenda. This item can now be removed from the Agenda.
- g) **Telephone Box – Askew Gate Brow**
This matter is ongoing.
- h) **Natterjack Toad signage**
Cllr. Parkinson is progressing with this matter.

i) **Closure of Kirkby-in-Furness GP surgery**

It was noted that this had been discussed under Item 8 on the Agenda.

j) **Soutergate car park – surface issues**

A resident has reported issues with potholes, once again at Soutergate car park. Story's had offered to fill in more potholes if required, Cllr. Bennett will write to them asking if they would kindly fill in the current potholes.

Action: Cllr. Bennett to contact Story's and ask if they would fill in potholes at Soutergate car park

k) **Lawn Mower**

As there is no longer a resident cutting the grass verges the lawn mower which was used is surplus to requirements. Ownership of the mower is uncertain. The Clerk reported that the it is not on the asset register. It is thought that this was probably purchased through CGP money. Cllr. Grieve reported that the resident who was cutting the grass does not want it and it needs collecting from him. It was agreed that Cllr. Field will contact the resident who has the mower and also the Footpaths group to see if they want it.

12. Statutory Requirements

a) **Councillor email addresses**

Cllr. Bennett advised that Hudson Hill have now provided a quote for additional Councillors emails address to be included under the current Microsoft package. The cost is £3.26 per month per licence. The introduction of Assertion 10 in relation to finances and the issues around freedom of information requests in relation to using private email addresses was discussed. Cllr. Bennett will go back to Hudson Hill and request a full quote which will then be brought before the next meeting.

Action: Cllr. Bennett to contact Hudson Hill and ask for full quote

13. Village Trusts and Associated Matters

a) **CGP Kirkby Ireleth Parish Council Trust Fund**

A meeting of the Trust Fund will take place after the Parish Council meeting.

b) **Kirkby Charities Group Trust Fund**

Nothing to report.

14. Finance and Accounts

a) **Recurring/Routine Payments**

The following payments were approved.

- 1) The Clerks salary and expenses of £319.53 for May 2026.
- 2) The payment to the Community Hall for the hire of hall for the meeting and the Finance Sub Committee meeting.
- 3) The payment of £2.40 to Hudson Hill Consulting being the monthly payment for the Webroot Antivirus for May 2026.
- 4) The payment of £23.83 to Hudson Hill Consulting being the monthly payment for the Exchange online and Microsoft 365 Business subscriptions for May 2026.
- 5) The payment of £823.59 in respect of Zurich Insurance – This was discussed. The Clerk informed that the original quote had been for £1090.95. However, she had written to them querying the significant increase in premium. They responded advising that having reviewed the policy they could reduce the premium to £904.11 or £823.50 with a long term agreement (3 years). The Councillors agreed to the LTA at the cost of £823.50.
- 6) To approve the Annual payment for Councillors email addresses – **This item was deferred.**

7) Unity Trust Bank – monthly bank charge - £7.00.

Proposer: Cllr. G. Grieve

Seconder: Cllr. A. Pye

All Councillors were unanimously in favour

b) Exceptional Payments

1) The Clerk provided estimates of purchasing a mobile phone for the Parish Council. It was noted that this has become necessary as the Clerk no longer has a private land line for Parish use and has been advised by CALC that whilst a contact telephone number is not a statutory requirement, it is strongly recommended that the Parish Council has one because as a public authority. Therefore purchasing of a mobile phone needs to be approved. The Clerk provided estimate of costings. The Council approved to the purchase of a mobile phone.

Proposer: Cllr. M. Parkinson

Seconder: Cllr. A. D. Wilson

All Councillors were unanimously in favour

c) Community Infrastructure Levy

Nothing to report

d) Finance Subcommittee / Review of Accounts

1) **Review of Accounts** – The monthly financial sheet had been forwarded to all Councillors prior to the meeting.

2) Cllr. Irving had reviewed the monthly accounts and all was in order.

3) Finance Sub Committee – The Finance Sub-Committee gave a report on the Annual Governance and Accountability Return prepared by the Clerk/RFO and made a recommendation that the Full Council approve 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.

Proposer: Cllr. Wilson

Seconder: Cllr. Byrne

Unanimously approved

4) Closure of Unity Bank Account No. 20499329 – The Clerk confirmed this account is now closed.

15. Planning

a) Applications received

1) 2026/0542/LBC – Stable Cottage Askew Gate Brow – Listed Building Consent to re-roof the property – No objection or comments.

2) 7/2026/5217 – School House, Grizebeck – Riase fence to a height of approximately 9ft (274 cm) – No objections or comments.

b) Planning Notifications

None

c) Enforcement

None.

d) Local Plan – Call for sites

Nothing to report.

16. Correspondence

- a) Clerks and Councils Direct Magazine.

17. Parish Councillors Reports

Cllr. Grieve advised of his decision to tender his resignation from the Parish Council, however, he will not formally submit this until he has concluded the transfer of his role as Chairman on the CGP Trust Fund to the next elected Chairman.

18. Date of the APM Meeting with AGM to follow:

Date: 18th June 2026

Time: 7.00 pm

Venue: Woodland Rooms

19. Close of Meeting

Cllr. Bennett closed the meeting.

Alison Field – Clerk to the Kirkby Ireleth Parish Council