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 16th July 2026 at 7.00 pm at Kirkby-in-Furness Community Centre

1. **Apologies for Absence (received in writing):**
   Cllrs. Walkden, Parkinson, Byrne, Saunders
   Cllr. Brereton – Westmorland and Furness

2. **Attendance**
   Cllrs R. Bennett, M. Irving, D. Wilson, V. Sarson, A. Pye, J. Field

3. **Declarations and Dispensations**
   a) **Requests for Dispensations**
   There were no requests for dispensations.
   b) **Declaration of Interests**
   Cllr. M. Irving - 7. a) 3)
   Cllr. Sarson 12. a) 2)

4. **Minutes from the previous meeting**
   The Minutes from the last meeting were approved and signed.
   Proposer: Cllr. Sarson
   Seconded: Cllr. Pye
   Unamimously Agreed

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

6. **Governance and Reports**
   a) **Chairman's Remarks** – Cllr. Benett advised that he will discuss any matters under the relevant item on the Agenda.

   b) **Vice-Chairman Remarks –** Not present.

   c) **Reports from the Westmorland and Furness Councillor –** Not present

   d) **Actions Arising from the previous Meeting**
      1) The Clerk had forwarded the progress report from Graeme Wheelhouse to Councillors.
      2) Cllr. Brereton was to report back to Parish Council once he had received a response from Graeme Wheelhouse regarding the 30 mph signs on Askew Gate Brow. He was not in attendance but it was noted that the signs are now in-situ.
      3) Cllr. Bennett contacted Mr. Grieve regarding changing the domain name to the Parish Council. He advised that himself and the Clerk will now proceed to carry out the changes.

         Action: Clerk and Cllr. Bennett to change domain name to the Parish Council

4) Cllr. Bennett contacted the MPs office asking for a progress report on the issues with speeding at the Parish Council's meeting with the MP. A response is awaited. This will be placed on the Agenda for the next meeting.
5) The Clerk forwarded Cllr. Bennett the Woodland road signs portal reference.
6) Cllr. Bennett raised the lack of progress on painting of the road signs at Woodland with Cllr. Thornton. He had responded advising he has chased Highways and the work should be carried fairly soon and apologised for the delay. The will remain an item on the Agenda until the work has been completed.
7) Cllr. Field was to write to Westmorland and Furness regarding issues on the footpath between Sandside and Herschell Terrace. He had however, been checking the footpath and noted that there does not seem to be cattle in the field at the moment. He will therefore monitor the situation and if issues arise again, he will contact Westmorland and Furness. He will contact the resident who raised the issue to advise of this.

Action: Cllr. Field to contact the resident who raised the issue with the footpath between Sandside and Herschell Terrace with an update

8) Cllr. Bennett had contacted Cllr. Thornton regarding felling of trees on School Road who advised to raise on the portal. He has done this and awaits a response from them.
9) Cllr. Pye had contacted the Contractor used by Westmorland and Furness to fell the trees on School Road and they had advised they were instructed to carry out the work as the trees were diseased. They have offered to provide trees to replace them, in the event that they are instructed to carry out the work. Cllr. Pye had also contacted the land agent at Holker seeking permission to access their land to plant the trees and awaits a response.
10) Cllr. Bennett had contacted Hudson Hill querying the Consultancy fee on the quote they have provided for Councillors emails. They have responded and provided 3 plan options with varying financial implications. Cllr. Bennett will consider the options and also look into other options for email accounts. The Clerk will contact Duddon Parish Council to enquire what the cost of their IT provision is in order to compare the costs with the quote Hudson Hill have provided.

Action: Cllr. Bennett to consider the email options costs provided by Hudson Hill and also look into other options for Councillors email accounts.

Action: Clerk to contact Duddon Parish Council to enquire what their IT costs are

11) The Clerk had written to Greaves Trees Services and asked if it would be acceptable to pay for the cutting of the grass as the work is carried out. They confirmed they are happy for the Parish Council to do this.

e) **Deferred and/or Ongoing Actions Review**
None

7. Parish Initiatives and Infrastructure

a) **Traffic and Highways**

1) ***Speeding concerns throughout the Village*** – A response is awaited from the MPs office as noted above.
2) ***A595 road Signage Improvement –*** Cllr. Wilson informed that a local resident had raised the issue of vehicles parked on the solid white lines at Beckside. This was discussed. After reviewing what white lines mean, it was accepted and agreed by

Councillors that a solid white line at the side of the road purely marks the road edge and does not prohibit parking unless they are accompanied by signage stating so. It was noted that there is no such parking signage at Beckside. Cllr. Wilson will inform the resident of this.

Action: Cllr. Wilson to contact resident about solid white lines on road at Beckside

3) ***A595 Grizebeck Improvement Scheme***
Cllrs. Irving and Bennett had today attended an A595 Grizebeck Opening Event and provided a report.
   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.
   iv. ***Car Park at Chapels*** Cllr. Bennett noted that a final tenancy agreement is awaited from Westmorland an Furness.
4) ***Portal Reports and progress***
None.

b) **Parish Plan Updates**
1) ***Community Facilities***
Grizebeck – Cllr. Irving informed tea party for the residents who have been affected by the work on the Improvement Scheme has been rearranged for 23rd July.
Kirkby-in-Furness Community Centre – Cllr. Field informed that the Gala had been a success and that the robot mower continues to do a good job.
2) ***Resilience –*** Nothing to report.
3) ***Planning*** –
   i. Cllr. Sarson provided an update on the call for sites and informed that Westmorland and Furness Council are in process of devising a new Local Plan and advised on the timetable of this. They are currently holding a scoping consultation, of which the Parish Council is a statutory consultee. This was discussed.
   The following actions were agreed:-

Action: Cllrs. Bennett and Sarson to respond to the consultation on behalf of the Parish Council, consolidating the findings of the Parish Council survey carried out earlier in the year.

Action: The Clerk will place posters from Westmorland and Furness promoting the scoping consultation on the noticeboards

Action: Cllr. Sarson to obtain hard copies of the survey which will be placed in Kirkby Community Centre and Grizebeck Hall (It was noted that Woodland is under Lake District National Park Authority so consultation does not apply).

Action: The Clerk will return any responses to Westmorland and Furness

4) ***Highways –*** Nothing further
5) ***Website and Social Media –*** All running well.
6) ***Footpaths and Cycleways*** Cllr. Field had attended the Footpaths Group meeting and informed that they were struggling to promote the material they have prepared (a folder giving local walks) as they do not have a website. Cllr. Field asked whether it would be possible to promote this on the Parish Council website and in addition, their minutes of meetings. This was discussed. The Clerk informed that it is not good practice to promote minutes of other groups on the Parish Council website.

However it was agreed that a link to the material they have prepared could be uploaded to website.

Action: Cllr. Bennett to place link on Parish website to the material (local walks) prepared by the Footpath Group

Cllr. Pye raised the issue of access of the styles on the footpath between Beckside and the A595. This had previously been reported to Westmorland and Furness by Cllr. Bennett. Cllr. Bennett to forward his emails to Cllr. Field who will raise this issue again with Westmorland and Furness.

Action: Cllr. Bennett to forward email correspondence between himself and Westmorland and Furness regarding styles on footpath between Beckside and A595

Action: Cllr. Field to raise the issue with Westmorland and Furness the issue with access of the styles on the footpath between Beckside and the A595

7) ***Cumbria Constabulary Report –*** Nothing to report.
8) ***Revision of Kirkby Ireleth Parish Plan*** – This is ongoing. Cllr. Parkinson was not in attendance but had contacted and attended Burlington School with regard to their capacity. She had informed the Chair and Clerk prior to the meeting that they are currently oversubscribed (75 pupils - 90 at the moment) and have no opportunity to extend. They are in talks with Cumbria Education Authorities for support with this.

8. Current Matters

a) **Cutting back of hedges/verges (by Probation Service)**
Cllr. Walkden was not in attendance but had advised the Clerk prior to the meeting that Probation are still in the process of trying to resolve the staffing issues which affect this service.

b) **Road/Wall subsidence – Marshside**
It was noted that a response has still not been received from Cllr. Thornton, however, Westmorland and Furness have previously advised what their position is with regard to the wall, there is no action to be taken at the present time, and that it is being monitored on a 6 monthly basis. It was therefore agreed that this item will be removed from the Agenda.

c) **Grass verge cutting on School Road**
Westmorland and Furness have contacted Cllr. Bennett seeking further information in relation to the section 96 notice. Cllr. Bennett and Greaves Trees Services are in the process of responding.

d) **Telephone Box – Askew Gate Brow**
The Clerk advised that Grizebeck Community Committee have informed they have not adopted the box. The Clerk has written to BT advising of this and awaits a response.

e) **Natterjack Toad signage**
Cllr. Parkinson had advised prior to the meeting that the signs will be arriving imminently and they will be then installed.

f) **Closure of Kirkby-in-Furness GP surgery**
No further update at this time.

g) **Tree Felling on School Road**
It was noted that this had been discussed under Items 6. d) 8 and 9 on the Agenda.

h) **Soutergate car park**
Cllr. Bennett informed that Story's have not yet filled in potholes and he will contact them again about this.
An email had also been received from a Visitor to Soutergate asking if they could store a horsebox on the car park for the 3 days they are staying in Soutergate. It was agreed that this is not possible as would set a precedent. Cllr. Bennett will advise the Visitor.

Action: Cllr. Bennett to chase Story's regarding filling of potholes.

Action: Cllr. Bennett to respond to Visitor regarding storage of horsebox on Soutergate car park

Cllr. Bennett has written to Holker Estates regarding the possibility of purchasing the land at Soutergate car park. His email has been forwarded to the relevant department and a response is awaited.

Cllr. Bennett informed that he is trying to organise an informal working party of Soutergate residents to carry out any remedial work on Soutergate car park, which will have nothing to do with the Parish Council.

i) **Highway Mirror – School Road/Sandside junction**
It was agreed to discuss this at the next meeting.

9. Statutory Requirements

a) **Councillor vacancy**
The Clerk informed that the period of notice of the vacancy finishes on the 20th July, after which the Parish Council can co-opt. At the present time 2 residents have shown an interest with one completing and returning the necessary forms to the Clerk.

b) **Councillor email addresses**
It was noted that this was discussed under Item 6. d) 10) on the Agenda.

10. Village Trusts and Associated Matters

a) **CGP Kirkby Ireleth Parish Council Trust Fund**
Cllr. Bennett advised that the transfer between Mr. Grieve and himself of the Trust Fund administration continues.

b) **Kirkby Charities Group Trust Fund**
1) To receive an update
Nothing to report.
2) To review Parish Council Representatives
It was noted that this item should have been removed from the Agenda.

11. Finance and Accounts

a) **Recurring/Routine Payments**
The following payments were either approved
1) The Clerks salary of £328.13 and expenses of £16.88 for July 2026
2) The payment of £24.00 to the Community Centre for the hire of hall for the meeting
3) The payment of £2.40 to Hudson Hill Consulting being the monthly payment for the Webroot Antivirus for July 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 July 2026
5) The payment of £300.00 + VAT being the monthly fee for the cutting of the grass verges
6) Unity Trust Bank – monthly bank charge - £7.00 - approved

Proposer: Cllr. M. Irving
***Seconder*:** Cllr. V. Sarson
All Councillors were unanimously in favour

b) **Exceptional Payments**
None.

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.

12. **Planning**

a) **Applications received**

i. 2026/1242/FPA – Barn Owls, Grizebeck – Variation of condition 2 (approved plans) attached to planning permission 2025/2285/HOU – Construction of a single storey rear extension – No objection or comments

ii. 2026/1162/FPA – Alder House (previously Moorland Stores) School Road – Change of use of an existing commercial premises and the change of use and conversion of a former ancillary garage/storage building to form a self-contained one-bedroom bungalow - This was discussed at length. It was agreed to comment on the application expressing the Parish Councils concerns of possible lack of sufficient on-site parking and issues this will cause on the surrounding highways, particularly in light of the change of use of the garage/storage building.

b) **Planning Notifications**

None.

c) **Enforcement**

None.

d) **Local Plan – Call for sites**

It was noted that this was discussed under 7. b) 3) on the Agenda.

13. **Correspondence**

a) Clerks and Councils Direct

b) Cumbria Bus Reform Pilot Study – This is a closed survey for invitees only. It was agreed that as the Council have no experience of the local service and that the bus service is not an issue that has been brought by residents to the Council they are not in a position to respond to the survey.

14. **Parish Councillors Reports**

- Cllr. Wilson informed that the noticeboard at the Church is no longer in-situ and a resident had asked whether it was going to be replaced. The Clerk informed that the Noticeboard is the Church's property and not the Parish Council. In any event, Cllr. Bennett offered to write to Linda Dean and ask if it is to be reinstalled and to advise of possible funding available for this from the CGP trust fund.
- Cllr. Pye advised that a resident had raised issues with the bench on the access to the Moor Road. It was noted that the land and the bench is private property.
- Cllr. Field informed that Network rail are at present storing materials at the site at Sandside for work that is to be carried out. He will monitor it to make sure the site is tidied up once the work has completed.

15. **Date of the APM Meeting with AGM to follow:**

Date: 20th August 2026
Time: 7.00 pm
Venue: Grizebeck Community Centre

16. **Close of Meeting**

Cllr. Bennett closed the meeting.

Alison Field – Clerk to the Kirkby Ireleth Parish Council