

## KIRKBY LONSDALE TOWN COUNCIL: WORK PROGRAMME (JANUARY, 2022)

| PROJECT                                | WORK GROUP/LEAD COUNCILLOR/S                    | COST   | FUNDING | PRIORITY (1 High;2 Medium;3 Low;NR Not relevant) | COMMENTS   |
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| <b>GROUPS/MAINTENANCE/ASSETS GROUP</b> | <b>Councillors Buswell, Muirhead and Storey</b> |  |         |  |  |
| <b>Grounds Maintenance contract</b>    | 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.  |
| <b>Allotments</b>                      | 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.   |
| <b>Market Square monument</b>          | 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 have now been carried out before transfer to the Town Council can take place. |

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| <b>Lunesdale Hall</b>   | R Ree/M Burchnall   |   | Lunesdale Hall/<br>Town<br>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 painting 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 need to be addressed and a medium term plan for other improvements developed. The next improvement is to the kitchen and funding of £6.500 has been secured (£4,500 from CCC, £1,000 from the Town Council and £1,000 from the 100 Club). The works are likely to cost in excess of £11,000. |
| <b>Re-location of access to the Play Park away from the recycling area</b>            | M Marczyński  | £8,000 - £9,000   | KLTC                                      | 1  | SLDC agreed to the principle of providing a revised access, but planning permission is required. A planning application was submitted in June, 2021 and a decision is still awaited. The cost will be in the order of £8,000 - £9,000.   |
| <b>Market Square - re-enforcing of traffic controls/traffic management</b>            | 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 some initial works have been carried out.  |
| <b>Market Square - removal of car parking to enable the Charter Market to expand.</b> | 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.   |
| <b>Kirkby Lonsdale Museum</b>   | 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.  |
| <b>The Library Undercroft</b>   | Mike Marczyński/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.  |
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| <b>THE BROW AND RIVER GROUP</b>   | <b>Councillors Marczyński, Burchnall and Storey, with Nick Cotton and Steve Hastie co-opted</b> |   |   |    |  |

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| <b>Church Brow/Ruskins View</b>                          | M Marczyński/M Burchnell          |   | KLTC          | 1  | Saving The Brow/Ruskins View is the Council's highest priority. After a false start with one set of consultants, Fairhurst were appointed to advise on all technical matters. To date they have carried out (or sub contracted work) to carry out an initial inspection, produce a slope stability report and a topographical survey. They are contracted to develop the design solutions, prepare a tender for contractors and assist with the appointment of contractors. The Town Council have agreed two Working Groups one to deal with technical matters and one to fundraise. Current issues are: the extent and means of closure of the footpath; the impact on adjoining land and landowners (eg St Mary's, the Rugby Club and the Underley Estate); developing interim measures to assist residents and visitors; and mobilising fundraising. The target date to start work and complete fund raising is June, 2023. |
| <b>Repair Riverside Path at bottom of Radical Steps</b>  | M Marczyński                      |   | YDNP/KLTC     | 1  | This will be part of the Brow remedial works.  |
| <b>Repair river bank downstream of newly built wall</b>  | M Marczyński                      | The Council committed between £16,000 and £17,000 to these works. | YDNP/KLTC     | 1  | The YDNP surveyed the bank and developed proposals to reinforce the bank downstream of the current riverside wall. 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 works were completed in Autumn 2021. 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.  |
| <b>Restore Radical Steps/Railings/Lily wood footpath</b> | M Marczyński                      |   | CCC/YDNP/KLTC | 1  | The CCC are considering whether improvements to the Radical Steps could be funded in the current financial year.   |
| <b>Mill Aire improvement and access issues</b>           | G Buswell/A Muirhead              |   | YDNP/KLTC     | NR | Improvements have been carried out and YDNP are to do further planting. Discussions are also taking place with the residential occupiers over further improvements. The football club were denied a new vehicular access from Mill Ayre to the ground and investigations are still taking place to prove ownership of Mill Ayre and what measures should be put in place to restrict vehicular access. On 3 November, 2021 the Council agreed that notices should be placed indicating No Parking and No Through Road - these are the responsibility of the County Council.  |
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| <b>PLAY PARK/RECREATION GROUP</b>                        | <b>Councillors Waller and Ree</b> |   |               |    |  |

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| <b>Play Park</b>                               | E Waller and R Ree   |  |                       | 1 | A 3 year vision for the Play Park 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 were also carried out to the aerial run way and trees adjacent to it have been removed. A Play Park Committee was established and the priority of replacing the younger children's play area was agreed by the Council. Funding sources were developed and additional funding secured from local businesses and individuals. A Brief was prepared, 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. The total cost of the scheme was in the order of £42,000 and the TC agreed to underwrite any shortfall in fund raising. The contractor was appointed, work started in June and was completed in early autumn. The Play Park will now be considering what further work should be undertaken as well as monitoring the condition of the Play Park. |
| <b>Disabled Access</b>                         | 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.   |
| <b>CANS (Councils Against Noise and Speed)</b> | 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.  |
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| <b>FINANCE/STRATEGY/MONITORING GROUP</b>       | <b>Councillors<br/>Buswell,<br/>Muirhead and<br/>Burchnall, and the<br/>Town Clerk</b> |  |                       |   |  |

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| <b>CCTV</b>  | M Burchnall, A Muirhead and G Buswell | The net cost to the Council of purchasing and erecting the cameras was £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 Plato's. These are now in place. A press release has been issued and an article is to appear in the February AKL explaining how the cameras operate and how the privacy of adjacent residential occupiers is protected.   |
| <b>A65 Booths Roundabout</b>   | 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, which was granted. The TC are taking responsibility for progressing the sculpture. Chris Potts is having initial discussions with officers at SLDC prior to submitting a planning application. to determine the level of support. |
| <b>Kendal Road - request for a pedestrian crossing at QES/St Mary's Primary School</b> | 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 in due course.   |
| <b>Auction Mart Yard</b>   | M Burchnall/ K Price                  |  | 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.  |

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| <b>Kirkby Lonsdale Big Vision</b>   | 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. 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 - this was rejected. |
| <b>Community Led Plan</b>   | M Burchnall |  | Nil                     | NR | It has been agreed that this should not be progressed until the other priorities of the Council have been achieved.  |
| <b>Transport and Public Realm Study</b>                                   | 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).   |
| <b>CIL (Community Infrastructure Levy) funding</b>                        | M Burchnall |  | Nil                     | NR | At January, 2022 the Council had received £78,513.74 of CIL money. When used SLDC have to be advised of the purpose it has been used for and CIL must be used within 5 years of receiving it. CIL is currently being used to fund the consultants working on The Brow.   |
| <b>The new SLDC Local Plan and the future planning of Kirkby Lonsdale</b> | 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. on 22 October, 2021 the Council agreed detailed comments on the next stage of public consultation.   |

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| <b>Preparation of Emergency Plan</b>     | 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. Subsequently it was agreed That Issy Bradshaw prepare a Draft Plan on behalf of the Council. This was received in November, 2021 and a copy given to all councillors. It is to be formally considered in February, 2022   |
| <b>Kirkby Lonsdale Community Hub</b>     | 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, 2021 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 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 was discussed on 10 March, 2021 and the Town Council agreed £5,000.  |
| <b>Addressing Climate Change</b>         |                                  |  | Not known at this stage   | 1  | A climate change police for the Council is to be developed.   |
| <b>Communication Strategy</b>            | A Muirhead                       |  | 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 to control the web site - despite leaving the C council Sarah has agreed to continue in this role for the time being but another councillor does need to take over this role.    |
| <b>Special Town Meeting</b>              | 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 and the Emergency Plan developed. |
| <b>Presentations to the Town Council</b> | 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.  |
| <b>In-house training</b>                 | M Burchnall                      |  |   |    | A programme of in-house training is to be developed and implemented.  |