

BURTON-IN-KENDAL PARISH COUNCIL

www.burton-in-kendal-pc.gov.uk

Minutes of the Annual Parish Council Meeting held in Memorial Hall on Thursday 18th May 2026 at 7.30pm (to be approved at the Parish Council meeting to be held on 18th June 2026)

PRESENT: Cllrs. F. Mason-Hornby, A. Wren, J. Oston, M. Taylor, G Isherwood, K Crayston
Also present: Parish Clerk: Christine Davidson and Burton News Rep.

5 members of the public were present.

1) ELECTION OF CHAIRMAN FOR 2026-27

Cllr Wren nominated Cllr Mason-Hornby, seconded by Cllr Taylor and unanimously agreed.

2) RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Mason-Hornby signed the Declaration of Acceptance of Office.

3) APPOINT VICE-CHAIRMAN FOR 2026 – 27

Cllr Wren was appointed as Vice Chairman for 2026-27

4) RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Daly and Hughes

5) DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION

Cllr Mason-Hornby declared an interest in item 12A as an adjoining landowner.

6) APPROVAL OF MINUTES

The minutes of the Parish Council meeting held on the 16th April 2026, were approved and signed by the Chairman.

7) TO APPOINT PARISH COUNCIL REPRESENTATIVES ON THE FOLOWING COMMITTEES

- a) Burton Education Foundation – Councillor Hughes
- b) Memorial Hall Committee – Councillor Daly
- c) Quarry Liaison Committee – Cllr Wren/Oston
- d) School Governors – Cllr Isherwood

8) TO ASSIGN RESPONSIBILITY TO THE FOLLOWING ACTIVITIES AND WORKING GROUPS

- a) Boon Town Playground Maintenance – Cllr Wren
- b) Boon Town Fundraising Group – Cllr Daly
- c) Lengthsman Administrator – Clerk
- d) Plain Quarry – Cllr Mason-Hornby/Crayston
- e) Speed Indicator Device – Cllr Wren/Taylor

9) RECEIVE ANNOUNCEMENTS FROM CHAIRMAN

None

10) OPEN FORUM

- a) Two residents attended the meeting to inform the Parish Council of their objection to the planning application 2026/061/FPA with concerns around increased traffic and noise.
- b) The applicant for the above planning application was also in attendance to listen to concerns raised and answer any questions.

11) REPORTS FROM DISTRICT COUNCILLOR

None

12) PLANNING APPLICATIONS

- a) **2026/061/FPA – Field located in the west boundary of Curwen Woods Estate – change of use to secure dog exercise area.** (Cllr Mason-Hornby left the room)
Discussion took place and concerns from residents were noted and it was agreed to send comments to W & F Council requesting conditions be added should the application be successful. These conditions would be conditions on traffic movement, no events or shows and limits on vehicles and users at any one time.
- b) **2026/0444/FPA Stables at Turnpike Lane, Holme – Proposed 40m x 25m Equestrian Manege – No comments or objections.**

13) INTERNAL AUDITOR 2026-27

The Parish Council agreed to appoint Malcolm Richardson as Internal Auditor for 2026-27

14) APPROVE FINAL INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 31/3/26

Accounts that have been previously circulated to Councillor were approved.

15) ANNUAL GOVERNANCE AND ACCOUNTABILITY

- a) The Internal Audit Report was received
- b) Section 1 Annual Governance Statement was approved
- c) Section 2 Annual Accounting Statements was approved
- d) Eligibility for exemption of External Audit was confirmed
- e) Resolved to certify the Council Exempt from External Audit
- f) Certificate of Exemption was signed by Chairman and RFO

16) AGREE CALENDAR OF MEETINGS 2026-27

18th June 2026
 16th July 2026
 20th August 2026
 17th September 2026
 15th October 2026
 19th November 2026
 17th December 2026
 21st January 2027
 18th February 2027
 18th March 2027

17) CONSIDER BANK BALANCES AND AUTHORISE PAYMENTS

Note the bank balances and receipt of precept and authorise the following payments

Current Account: £16,945.64
 Deposit Account: £14,931.98

The following payments were authorised.

a) Clerks Salary & Expenses	£452.30
b) D & C Atkinson	£300.00
c) Zurich Insurance	£570.00
d) Parish Online	£120.00
e) Malcolm Richardson Audit	£125.00
f) D H Forestry & Maintenance	£871.88

18) OUTSTANDING ITEMS

No	Item	Reported by	Action	Status
1	Traffic Calming Burton Traffic calming and speed reduction Clawthorpe			Highways are unable to assist in other traffic calming measures. Clerk to request update from Speed watch group and also ask if the SID at the Church is part of the initiative.
2	Community Asset Register	FMH	CD	Ongoing
3	Meadow Close to Boon Town footpath	JCO/VH/Clerk		Cllr Oston is proceeding with formalisation of link from Meadow Close to Boon Town. Ongoing Works on Drainage and surface will be carried out by Highways booked September 2026
4	19 Trees			Planting to be arranged. Saplings to be identified from neighbouring woodlands.

				Test holes dug and saplings will be planted later in year.
5	Market Cross work			Repair done. Pointing to be done and plinth for West side bench. 2 quotes received so far – need to wait until Spring now. One more quote required
7	Casual Vacancy			Still one Vacancy
8	Playground Working Group	VH		Terms of Reference received – Clerk has made slight amendments and waiting response.
9	Quarry Liaison Group			Booked for 3 rd June 2026

19) REVIEW OF ACTION ITEMS AND REPORTS FROM PARISH COUNCILLORS AND CLERK.

- a) Cllr Isherwood mentioned an application for removal of knotweed at Hordley House.
- b) Cllr Taylor has been assisting Lengthsman with sign cleaning
- c) Cllr Wren requested Clerk write again to Hill View regarding hedge encroaching on footpath and request it be cut back

20) TO RECEIVE AND ACTION COMMUNICATION RECEIVED.

- a) Email from resident re footpath sign/stile issue – this has been reported to Countryside Access and resolved.
- b) 2 emails from residents regarding agenda item 12a
- c) Email regarding potholes at Plain Quarry – on June agenda for instructing contractor
- d) ENWL – regarding installation of further supply to properties on East of Square –further information required regarding the work required to The Square.

21) DATE OF NEXT MEETING

The next Parish Council Meeting will be the Thursday 18th June 2026 at 7.30pm in the Memorial Hall.

Signed:

Date: