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 16th July 2026 at 7.30pm *(to be approved at the Parish Council meeting to be held on 20th August 2026)*

PRESENT: Cllrs. A. Wren, J. Oston, M. Taylor, G Isherwood, K Crayston, C. Daly, V. Hughes
Also present: Parish Clerk: Christine Davidson and Burton News Rep.

1) RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Mason-Hornby

2) DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION

None

3) APPROVAL OF MINUTES

The minutes of the Parish Council meeting held on the 18th June 2026, were approved and signed by the Chairman.

4) MATTERS ARISING FROM MINUTES OF PREVIOUS

a) Grass cutting around picnic tables has been done by Lengthsman.

b) One May grass cut was missed by Atkinsons due to machinery issues. No charge made.

5) RECEIVE ANNOUNCEMENTS FROM CHAIRMAN

None

6) OPEN FORUM

The Clerk reported that a member of the public had submitted a request for the Council to discuss the decision relating to the Home to School Transport Policy following the recent W&F meeting. District Councillor Hughes' speech from that meeting had previously been circulated to Members. As the resident was unable to attend the meeting, it was agreed that this item would be included on a future Council agenda for discussion by Councillors.

7) REPORTS FROM DISTRICT COUNCILLOR

District Cllr Vicky Hughes updated the meeting on the Home to School Transport meeting and this would be discussed further at a future meeting.

The Local Plan Scoping consultation has now started and will continue until 11th August. Clerk confirmed this information is now on the Parish Council website.

8) PLANNING APPLICATIONS

a) 2026/0993/FPC & LBS – Hordley House, Main St, Burton-in-Kendal
Variation to conditions – no comments or objections

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b) 2026/01361/HOU Dalton House, Dalton Lane, Burton-in-Kendal

Single storey side extension and alterations to existing dweling – No comments or objections

9) AGREE AND SIGN TERMS OF REFERENCE FOR PLAYGROUND FUNDRAISING GROUP

The Clerk presented the Terms of Reference, which had been agreed with members of the Playground Fundraising Group. The Terms of Reference enable the Group to apply for funding with the support of the Parish Council. Members considered the document and resolved to approve it. The Terms of Reference were then signed by the Clerk and the Group's representative.

10) PLAYGROUND MAINTENANCE

Cllr Wren has been unable to arrange a meeting with the contractor and therefore this item will be deferred to the next meeting.

11) CONSIDER BANK BALANCES AND AUTHORISE PAYMENTS

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

Current Account: £12,901.05
Deposit Account: £15,004.57

Note the receipt of the VAT Reclaim £561.02

The reconciliation report was checked and signed by Cllr Taylor.
The following payments were authorised.

a) Clerks Salary & Expenses £486.29
b) D & C Atkinson £150.00
c) D H Forestry & Maintenance £854.81

12) OUTSTANDING ITEMS

No	Item	Reported by	Action	Status
1	Traffic Calming Burton Traffic calming and speed reduction Clawthorpe			Temporary SID installed by Police. Awaiting data from them. Clerk to contact PCSO Mandy Coleman regarding visiting during school pick up time to look at the issues with parking. Also requested she looks at other areas where dangerous parking is a problem. – No update
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 but not prioritised by W & F Council 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.

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				Test holes dug and saplings will be planted later in year. **Councillors agreed a date should be set to identify saplings**
5	Market Cross work			The Clerk reported that a third quotation had been obtained, which was higher than the other quotations received. Members resolved to accept the quotation from Mr S. Mealor, subject to him updating and confirming his price, as his original quotation had been submitted some time ago.
7	Casual Vacancy			Still one Vacancy
8	Playground Working Group	VH		Terms of Reference signed
9	Quarry Liaison Group			Next meeting 2027 – Geoff Storey has since left the Quarry.

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

a) Cllr Crayston said she would go to Plain Quarry and remove the firepit that has appeared near the picnic benches.
b) Cllr Wren reported 2 trees on Boon Town Lane footpath that were leaning and the Clerk will report to Countryside Access officer.

14) TO RECEIVE AND ACTION COMMUNICATION RECEIVED (previously circulated).

a) Various CALC correspondence
b) Various W & F Correspondence
c) Local Plan Scoping Consulation

15) DATE OF NEXT MEETING

The next Parish Council Meeting will be the Thursday 20th August 2026 at 7.30pm in the Memorial Hall.

Signed: Date:

Abbreviations:

Cllr - Councillor
CALC - Cumbria Association of Local Councis
SID - Speed Indicator Device
W & F - Westmorland & Furness Council

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