

**BURTON-IN-KENDAL PARISH COUNCIL**

[www.burton-in-kendal-pc.gov.uk](http://www.burton-in-kendal-pc.gov.uk)

**Clerk to the Council**

**Christine Davidson**

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12<sup>th</sup> July 2025

Members of the public are invited to attend the **Parish Council Meeting** on Thursday 21<sup>st</sup> August 2025 at 7.30pm in Burton Memorial Hall.

**Yours faithfully,**

**Christine Davidson**

Clerk to the Council

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**AGENDA**

1. Receive Apologies for Absence.
2. Receive declarations of interest and consider applications for dispensation.
3. Authorise the Chairman to sign the minutes of the meeting held on 17<sup>th</sup> July 2025
4. Matters Arising from minutes of previous meeting and not elsewhere on the Agenda
5. Receive announcements by the Chairman.
6. Open Forum  
Give Members of the public the opportunity to voice their concerns and offer suggestions
7. Receive reports from District Councillor
8. Formulate a response to W & F Planning Department on the following applications:
  - a) 2025/1429/FPA West Leys, Vicarage Lane, Burton-in-Kendal  
Variation of Condition 2 attached to planning permission SL/2019/0933
  - b) 2025/1368/LBC 3 The Square East, Burton-in-Kendal  
Listed Building Consent for repointing etc.
9. Discuss and Agree the next stage of the 'Footpath Creation Order' to link Meadow Close to Boon Town Lane
10. Consider the quotation from A2A for the creation and hosting of a new website.  
£400 plus VAT for design and transfer of emails and documents  
£75 plus VAT a year hosting  
£50 plus VAT every 2 years for domain name

11. Review Speed analysis report from SID
12. Note the bank balances and the Income and Expenditure Account and authorise the monthly payments listed below:

Current Account: £12014.14

Deposit Account: £14690.63

Note the VAT claim payment of £1337.46

Authorise payment of the following accounts:

a) D H Forestry & Landscaping –	£807.35
b) Clerk's Salary & Expenses	£427.00
c) Ashlea Landscapes (July Grass Cutting)	£308.78

13. Review and Update Outstanding Items

No	Item	Reported by	Action	Status
1	Traffic Calming Burton/Speeding  Traffic calming and speed reduction Clawthorpe			Possible Lollipop person funding Speed analysis report  2026/7 budget
2	Community Asset Register	FMH	CD	Ongoing
3	Meadow Close to Boon Town footpath	JCO/VH/Clerk		Awaiting quotes from Countryside Access for surface  JCO to look into the creation a new section of footpath for crossing P Cummings land  The Royal Oak – drain issues ongoing
4	19 Trees			Planting to be arranged. Saplings to be identified from neighbouring woodlands. Cllr FMH to arrange dig some test holes to ensure ground is suitable
5	Market Cross work			Repair done. Pointing to be done and plinth for West side bench. Steve Mealor to be asked to quote
6	Dark Sky Initiative			Ongoing
7	Casual Vacancy			Still one Vacancy

<b>8</b>	Emergency Plan			Initial request for volunteers to be published in BN – 3 volunteers come forward
<b>9</b>	Playground Working Group	VH		Working Group to be set up and fundraising ideas to be planned. CIL money available £8484 but can only be paid after works completed. Flyers to be sent out
<b>10</b>	Playground repairs			One quote should be done by August meeting
<b>11</b>	Website			Quotes received from A2A and Parish Online – will be included in August meeting for approval.

14. To review Lengthsman's weekly logs on the Playground and to receive reports from Parish Councillors and the Clerk.
15. To receive and, if necessary, action communications received (see below).
16. 'In Camera' – Review the updated NJC Payscales for 2025- 2026 and implement the salary increase for the Clerk and back date to April 2025
17. Date of next meeting: The next meeting will be held in the Memorial Hall on Thursday 18<sup>th</sup> September 2025