

BURTON-IN-KENDAL PARISH COUNCIL

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Clerk to the Council

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12th October 2025

Members of the public are invited to attend the **Parish Council Meeting** on Thursday 16th October 2025 at 7.30pm in Burton Memorial Hall.

Yours faithfully,

Christine Davidson

Clerk to the Council

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 18th September 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) 2025/1849/HOU 43 St James' Drive
Single storey front and side extension
 - b) 2025/1902/LBC Hordley House, Main Street

Listed Building Consent for internal & external alterations inc demolition of existing porch, brick lean-to, conversion of attached barn to rear to provide additional residential accommodation, construction of a single-storey extension, reopening of a previously blocked-up opening in the garden wall to provide access from existing track to the north of Mansion House.

9. To agree to the purchase of the latest addition of the Arnold Baker 'Local Council Administration.
10. Review and adopt Updated Emergency Plan
11. To consider and agree the purchase of a poppy wreath for Remembrance Day
12. Note the bank balances and the Income and Expenditure Account and authorise the monthly payments listed below:

Current Account: £7,844.47

Deposit Account: £14,773.94

Authorise payment of the following accounts:

a) D H Forestry & Landscaping –	£674.80
b) Clerk's Salary & expenses	£440.50
c) Ashlea Landscapes (August Grass Cutting)	£308.78
d) Commemoration plaque for bench	£137.00

13. Review and Update Outstanding Items

No	Item	Reported by	Action	Status
1	Traffic Calming measures and safe crossing			<ul style="list-style-type: none"> a) Possible Lollipop person funding in 2026/27 b) Clerk has requested FOI from Police re prosecutions. c) Clerk has requested Highways to repaint 30mph and white lines d) Community initiative published
2	Community Asset Register	FMH	CD	Ongoing
3	Meadow Close to Boon Town footpath	JCO/VH/Clerk		<p>Awaiting quotes from Countryside Access for surface – Clerk has chased</p> <p>JCO to look into the creation a new section of footpath for crossing P Cummings land</p> <p>The Royal Oak – drain issues ongoing</p>
4	19 Trees			<p>Planting to be arranged. Saplings to be identified from neighbouring woodlands.</p> <p>Cllr FMH to arrange dig some test holes to ensure ground is suitable</p>

5	Market Cross work			Repair done. Pointing to be done and plinth for West side bench.
6	Dark Sky Initiative			Ongoing
7	Casual Vacancy			Still one Vacancy
8	Emergency Plan			Draft Plan to review
9	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
10	Playground repairs			AW to meet with Chris Lee to discuss repairs further
11	Website			Ready to switch servers then all documents need loading – this will be done over time.

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).
CALC update including cancellation of AGM due to weather
16. Date of next meeting: The next meeting will be held in the Memorial Hall on Thursday 20th November 2025