

# BURTON-IN-KENDAL PARISH COUNCIL

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

**Minutes of the Parish Council Meeting held in Memorial Hall on Thursday 20<sup>th</sup> November 2025 at 7.30pm** (to be approved at the Parish Council meeting to be held on 18<sup>th</sup> December 2025)

**PRESENT:** Cllrs. F. Mason-Hornby, A. Wren, G. Isherwood, J. Oston, M. Taylor, C Daly  
Also present: Parish Clerk C Davidson and 5 members of the public (including Burton News Rep)

**1) RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Crayston

**2) DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION:**

Cllr Mason-Hornby declared an interest in item 8a as a neighbouring landowner  
Cllr Hughes declared an interest in Item 8 as a member of the W & F Planning Committee.

**3) APPROVAL OF MINUTES**

The minutes of the Parish Council meeting held on the 16<sup>th</sup> October 2025, were approved and signed by the Chairman.

**4) MATTERS ARISING FROM PREVIOUS MEETINGS AND NOT ELSEWHERE ON THE AGENDA**

None

**5) RECEIVE ANNOUNCEMENTS FROM CHAIRMAN**

None

**6) OPEN FORUM**

- a) Mr Sayers, resident of 29 Morewood Drive, gave some background information regarding his planning application to be discussed under Agenda item 8c.
- b) Three other members of the public were in attendance to discuss the newly formed community group to support a speed reduction through the village. The Parish Council were informed that a survey had been circulated through the village. They will continue to rally support and keep the Parish Council informed.

**7) REPORTS FROM DISTRICT COUNCILLOR**

Cllr Hughes has been chasing Highways department for an update on the possible funding for a Lollipop person at the School, and also trying to get a meeting to discuss Clawthorpe speed reduction.

**8) FORMULATE A RESPONSE TO W&F PLANNING DEPT ON THE FOLLOWING APPLICATIONS:**

Cllr Hughes took no part in the discussions on the following planning applications:

- a) **2025/2021/FPA Deerslet, Burton, Change of Use from agricultural land to caravan storage.**

**Cllr Mason-Hornby left the room**

No comments or objections

- b) **2025/1947/LBC Manor House & Manor Close, Main St, Burton-in-Kendal Listed Building Consent for air source heat pump, internal alterations, and partial re roof.**

Councillors noted a concern regarding potential noise disturbance from an air source heat pump at the property. The Council agreed to request that the planning authority consider this concern

- c) **2025/2118/HOU 29 Morewood Drive, Burton – Erection of garden shed (retrospective)**

No comments or objections

**9) FORMATION OF BUDGET WORKING GROUP**

It was agreed that the Clerk, Cllr Crayston and Cllr Oston form the Budget Working Group. Clerk to put together the first draft of the Budget for 2026/27 together for the next meeting.

**10) BOON TOWN PLAYGROUND LEASE**

Discussion took place regarding the future of the playground lease as well as the repairs and refurbishment.

Cllr Hughes reported that a working group has now been formed and they will be meeting in the New Year to consider funding options and applications.

It was resolved to wait for further updates from the working group before any further discussions take place.

**11) ONE TREE PER RESIDENT – FREE TREES & HEDGE PACKS SCHEME**

Westmorland and Furness Council have advertised a new scheme for free trees and hedges to all residents. Unfortunately the closing date for applications is 30<sup>th</sup> November.

Clerk and Burton News to advertise this on Social Media

**12) REIMBURSEMENT OF CLERK'S BACKDATED WORKING FROM HOME EXPENSES**

It was agreed the the Clerk be reimbursed for home working expenses (use of home as office, utilities, printing etc) backdated to April 2024, in line with HMRC guidance/Parish Council policies.

**13) APPROVAL & SIGNING OF THE PARISH LIGHTING TRANSFER AGREEMENT**

The Transfer Agreement from W & F was reviewed by Councillors and signed by the Clerk.

**14) INCOME AND EXPENDITURE**

Note the bank balances and authorise the following payments

,Current Account: £6,277.39

Deposit Account: £14,773.94

The reconciliation was checked and signed by Cllr M Taylor

a) Clerks Salary & Expenses	£440.30
b) Ashlea Landscape Oct Grass	£308.78
c) Royal British Legion	£80.00
d) Clerk Expenses backdated	£240.00

**15) OUTSTANDING ITEMS**

No	Item	Reported by	Action	Status
1	Traffic Calming Burton  Traffic calming and speed reduction Clawthorpe			Possible Lollipop person funding. Cllr Hughes has chased for an update.  FOI requested from Police Requested lines and speed limit markers be repainted.  Ongoing
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.
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. 2 quotes received so far – need to wait until Spring now. One more quote required
6	Dark Sky Initiative			Ongoing
7	Casual Vacancy			Still one Vacancy
8	Playground Working Group	VH		Working Group to meet in New Year and look at funding options
10	Playground repairs			Ongoing

16) **REVIEW OF ACTION ITEMS AND REPORTS FROM PARISH COUNCILLORS AND CLERK.**  
None

15) **TO RECEIVE AND ACTION COMMUNICATION RECEIVED.**

Various CALC correspondence  
Various W & F correspondence  
Response to new litter bin request  
W & F One Tree per Resident details  
Transfer of Lighting Agreement

16) **DATE OF NEXT MEETING**

The next Parish Council Meeting will be the Thursday 20<sup>th</sup> November 2025 at 7.30pm in the Memorial Hall.

Signed:

Chairman

Date: