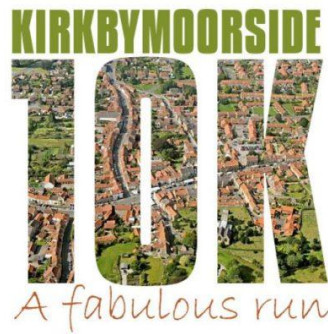




Friends of Kirkbymoorside Primary School

Kirkbymoorside Primary School

Westfields

Kirkbymoorside

YO62 6AG

11.11.25

Dear Town Councillors,

I'm getting in touch on behalf of the Kirkbymoorside 10k committee. The 10k event takes place on Sunday 3rd May next year and arrangements are already in progress.

On behalf of the Kirkby 10K committee I would like to say a very big thank you for supporting the event this year by paying for the traffic management, we really do appreciate it. As you know all profits from the event went to Friends of Kirkbymoorside School and the Friends of Gillamoor School so your contribution meant that more money could go to the charities. Having you on board also was very re-assuring as running the event is becoming more and more expensive and lots of cost have to be committed to before we even start taking money for entries.

I am sure that again there will be thousands of people in Kirkbymoorside for 10K in 2026 for what we hope will be another fantastic day. We have instructed Community Traffic Management to organise the traffic management for 2026 and they have sent an invoice/quote – which is £40 more than last year but everything else remains the same. I understand that the Town Council would like to continue to support the Kirkby 10K so I have included a copy of the invoice for your discussion. If you need any further information or you don't feel that you can support us in 2026 please let me know – I am happy to meet up if needed.

For the 2025 event we publicised on Facebook that you were supporting us by covering the traffic management and we will do again for the 2026 race if you would like to go ahead. If you are interested we can also get a banner made with wording of your choice – but perhaps something along the lines of "Kirkbymoorside Town Council are proud to support the Kirkby 10K", this can then be displayed on the barriers with the sponsors' banners on race day – please let me know if this is something you are interested in, or alternatively if you would like to us to do something different please let me know.

Thank you.

Anna Robinson

On behalf of Kirkbymoorside 10k Committee



Website: www.communitytm.co.uk

E-Mail: Rich@communitytm.co.uk

Correspondence Address: Thorney Croft, Rice Lane, Flaxton, York YO60 7PY.

Telephone: Richard Houghton 07970 770495

FAO – Anna Robinson,

C/o: Kirkymoorside 10k 2026,

Date: 10th November 2025

Invoice for Traffic Management – Kirkbymoorside 10

Sunday 3rd May, 2026

Services Provided:

- All planning and submission of TTRO application
- Advance notice signage
- 5 x Ch.8 Operatives for 4 hours to affect periodic road closures & diversions.
- 2 x Stewards (3 hours)
- All Ch.8-compliant & bespoke signage

Amount Due: £1,500.00 (+ VAT @ 20%) = £1,800.00

Company Policy 2025: Please make payment on receipt of this invoice

Due to the conditions of our bank account please, wherever possible, make payment by means of a BACS transfer to:-

Sort Code : 40-40-22 Account No : 21759590 Ref : Community TM Limited

With compliments and thanks;

R. Houghton (Director)