

KENDAL TOWN COUNCIL

Management Committee : 11th November 2008 at 7.00 p.m. In The Mayor's Parlour, The Town Hall, Kendal

- PRESENT Councillors A. Robinson (Chairman), J. Bateson (Deputy Mayor), R. Boden, T. Clare, and K. Thompkins.
- APOLOGIES Councillors P. Beavan, C. Feeney-Johnson (Town Mayor), C. Hogg, and John Veevers.
- OFFICERS Liz Richardson (Town Clerk), John Hutchinson (Town Treasurer), and Margaret Graham (Committee Clerk)

359/08/09 MINUTES OF MEETING ON 20TH OCTOBER 2008 AND UPDATE

- RESOLVED that the minutes of the meeting held on 20th October 2008 be approved as a correct record and signed by the Chairman.

MATTERS ARISING

360/08/09 Training (Minute 306/08/09)

The Town Clerk reported that she had written to South Lakeland District Council formally requesting first-aid cover (today).

361/08/09 Mayor of Kendal's Fund for the Aged and Infirm (Minute 307/08/09)

The Town Clerk reported that she had received a response from the Trustees on 27 October 2008. They had indicated that there would be no change to their constitution, but had confirmed that the Deputy Mayor was welcome to attend meetings.

- RESOLVED that the Town Clerk be requested to write a further letter seeking a response to other matters raised in the original letter to the Fund.

362/08/09 Microphones in the Council Chamber (Minute 308/08/09)

The new system had been tried out on 3 November 2008 at full Council. It was felt that an adjustment had to be made to the volume.

363/08/09 Annual General Meeting and Mayor Making (Minute 309/08/09)

The Town Clerk confirmed that the Annual General Meeting and Mayor Making would take place on 21st May 2009 (ie the third Thursday in May, as specified in the Council's Standing Orders).

364/08/09 Torchlight (Minute 310/08/09)

It was confirmed that that the Councillor Clare Feeney-Johnson and Councillor Tom Clare would be speaking to the Police about Torchlight, and Councillor Clare would contact them to arrange a mutually convenient appointment.

365/08/09 Cheque Signatories (Minute 311/08/09)

The Town Treasurer reported that the change-over of cheque signatories would take some time to effect with the Bank, and had not yet been implemented.

366/08/09 Staffing Issues (Minute 312/08/09)

The Town Clerk reported that full Council had approved the proposed changes to staff contracts at its meeting on 3rd November 2008. All staff had been made aware of the changes, which would take effect from 1st January 2009.

367/08/09 Accommodation Issues (Minute 313/08/09)

The Town Clerk had responded to South Lakeland District Council as instructed. Councillor Bateson had contacted CALC and was awaiting a response.

RESOLVED that a progress report be made to the next meeting, or to full Council, as information is received.

368/08/09 Making and Enforcement of Bye-Laws (Minute 315/08/09)

The Chairman had considered the consultation document and felt that the changes proposed were eminently sensible. Parishes would be able to make and enforce their own bye-laws. The Town Council would need to consult with the District and/or County authorities as appropriate. It was felt that the Town Council should be given the opportunity to comment on any new bye-laws affecting Kendal which were made by other local authorities

RESOLVED that the Town Clerk be requested to respond to the consultation document along the lines discussed, and to advise the SLDC and CCC Solicitors of the Town Council's comments on consultation.

369/08/09 Standing Orders (Minute 316/08/09)

The Town Clerk would be taking the proposed revised Standing Orders to the full Council meeting in January 2009 for approval.

370/08/09 Annual Town Assembly 2009 (Minute 318/08/09)

The Town Clerk had contacted CALC and confirmed that this was genuinely a legal requirement. The meeting had to be open to the public and chaired by the Mayor. It should also be informal – Councillors would be *invited*, and the aim was to have some speakers (e.g. Committee Chairmen) on topical subjects. Questions could be asked and either answered or taken away for a later response. The meeting had to be held between 1st March and 31st May in any year; the 23rd March 2009 was suggested.

Members asked it if would be possible to publish the Annual Report for that meeting, and for it to include such as items as a Civic Diary, and information on the Border Regiment and the Crime and Reduction Disorder Partnership. Members were concerned the previous

distribution of the Kendal Teasel had been patchy, and were keen to ensure that every household received a copy of the Annual Report.

It was agreed that this should be an item for discussion at a future meeting, in order to formulate appropriate recommendations to Council.

371/08/09 Wainwright Statue (Minute 320/08/09)

The Town Clerk reported that she had met Joanne Golton and the people doing the work, who would first meet with the family to get agreement and respond sensitively to their thoughts on the matter. It was thought that £80,000 would need to be raised for the statue and fees, with the possibility of any surplus being returned to the Town Council (e.g. for charitable purposes).

RESOLVED that the Town Clerk be requested to contact the Chairman of the Wainwright Society, indicating that the Town Council would be prepared to support the effort if the Society were willing to take a lead on the project.

372/98/09 VISION FOR KENDAL PARKS AND PUBLIC OPEN SPACES

Councillor Clare introduced this item. He had circulated an indicative document outlining a bio-diversity action plan (as required by the Government), sitting alongside ideas for New Road car park and the work of the Kendal in Bloom Committee. The document had taken into account the comments from Britain in Bloom judges that the Kendal parks were looking “tired” and they would like to see more sustainable planting, and other items flagged up (e.g. by the Environment Committee) such as the condition of the railings on Aynam Road.

He had looked at the Keswick parks with Tony Naylor from SLDC and they had come back with ideas from that, together with comments from the Wildlife Trust and the Environment Agency for interpretive panels alongside the river. It was felt the proposed plan might get support from the County Council as an example of a Green Infrastructure initiative (for Cumbria).

It was suggested that Council should be asked to consider approving a budget of £20,000 in 2009/10, as the start of a three year rolling programme, contributing to partnership working to improve Kendal’s parks and public open spaces. It was understood that there was a grant available from the Environment Agency, and such a partnership might be able to draw down funding from other agencies, e.g. the North West Development Agency and Cumbria Waste Management. It was felt that the proposed programme would have a major impact on Kendal in Bloom.

RESOLVED that Council be recommended to approve the proposed three year rolling programme with a budget of £20,000 per annum for 2009/10, 2010/11 and 2011/12.

373/08/09 KENDAL TOWN CALENDAR

In the absence of the Town Mayor, it was agreed to bring this item back to the Committee at a future meeting. The Town Clerk reported that the proposed pictorial calendar for 2010, to be distributed through the TIC, needed some money to kick-start the process, although she understood that the company producing the calendar may be prepared to provide it on a sale or return basis.

RESOLVED that this item be placed on the agenda for a future meeting of the Committee.

374/08/09 DRAFT BUDGET

The Town Treasurer presented a draft budget which would be presented to Council on 17th November 2008, along with written explanatory notes. The proposed draft budget took account of inflationary costs for staffing, premises and election costs, and Committee recommendations. In the figures submitted, a proportion of staff time had been allotted to the work of Committees (e.g. Allotments, Kendal-in-Bloom).

Members felt that there was a need to expand on identifying different activities and the time spent on each; there was a concern that the Council was not delivering on some services because it was being diverted to other functions. The Town Clerk indicated that it might be possible to more accurately reflect the costs/staff time spent on various functions in the future, but the information was not to hand for the current budget process.

The Town Treasurer pointed out that he had agreed the current budget reporting format with the Audit, Grants and Charities Committee. In fact the format had actually been amended from the first quarter report to reflect the views of that Committee that costs/budgets should be more aligned to the Council's Committee functions.

RESOLVED that the Chairman of the Committee be asked to respond to any questions raised by Members at the Budget meeting of Council on 17th November 2008.

375/08/09 CONSULTATION ON CODES OF CONDUCT

Members considered a summary of the consultation paper in respect of the Government White Paper "*Communities in control: Real people, real power*". The Chairman was asked to consider the details and respond to the proposed changes to Codes of Conduct.

RESOLVED that the Chairman be authorised to consider proposed changes to the Codes of Conduct and respond on behalf of the Council.

376/08/09 FREEDOM OF INFORMATION ACT

The Town Clerk presented a document from CALC summarising the new guidelines proposed to be introduced in respect of the Freedom of Information Act. As it was a legal requirement to adhere to the guidelines, she would be submitting the New Model Publication Scheme to the meeting of full Council on 1st December 2008.

RESOLVED that Council be recommended to accept and adopt the New Model Publication Scheme and Guidelines.

ANY OTHER BUSINESS

378/08/09 Mayor's Sunday

The Town Clerk reported that, following discussions with the Parish Church and to avoid clashing with any other event, she was recommending that Mayor's Sunday be held on the first Sunday in July (Sunday, 5th July 2009).

RESOLVED that Council be recommended to approve that, henceforth, Mayor's Sunday be held on the first Sunday in July in each year.

379/08/09 Licence for Somervell Gardens

The Town Clerk reported that, because the Town Council have a lease with Cumbria County Council, as owners of the land, for the Somervell Steps site, she had been advised by Capita that a Licence was required at a cost of £500. Members felt that the Town Council was being asked to meet the costs of legal documentation which had presumably already been paid to Capita by the County Council. It was agreed that the Chairman of the Committee and the Town Clerk should discuss the matter with Stuart Pate from Cumbria County Council before proceeding further.

380/08/09 Committee Structure

It was agreed that a review of the Committee Structure should be an item for discussion at a future meeting, with particular reference to the Arts and Heritage Committee.

The meeting ended at 9.20 p.m.