

# KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of  
Kendal Town Council  
held on 8th June 2009 at 7.30 p.m.  
in the Bindloss Room, the Town Hall, Kendal**

- PRESENT** The Town Mayor (Councillor John Bateson) in the Chair;  
Councillors A. Robinson, M. Simpson, T. Clare, T. Rothwell, G. Vincent,  
G. Cook, M. Radice, G. Raymond, P. Beavan, R. Boden, P. Bramham,  
E. Farrell, C. Feeney-Johnson, C. Hogg, K. Thompkins, J. Veevers, and  
M. Kelly.
- APOLOGIES** Councillors C. Mayho, K. Bracey, J. Brook, A. Kaye and B. Jameson.
- OFFICERS** Liz Richardson (Town Clerk), John Hutchinson (Town Treasurer), and Margaret  
Graham (Secretary).

## **018/09/10 MINUTES – 11TH MAY 2009**

Members considered the minutes of the meeting of full Council held on 11th May 2009.

Councillor Enda Farrell pointed out that he had attended the meeting but his attendance had not been recorded. Councillor Martin Simpson said that his apology for absence was not recorded.

- RESOLVED** that, subject to the above amendments, the minutes of the meeting of Council held on 11th May 2009, having been circulated to the Council, be approved as a correct record and signed by the Chairman.

## **019/09/10 MAYOR'S COMMUNICATION AND ANNOUNCEMENTS**

The Town Mayor said that his diary was already filling up and he would produce a monthly list of engagements in future.

The Mayor drew attention to the following:-

- The Mayor's Sunday would be held on 5th July at 10.45 a.m. in the Parish Church. Several bands were attending, and the event was expanding to be more like a Parade. Councillors were invited to bring partners/spouses, and the date had been changed from Father's Day to make it more convenient for people to attend. Councillors were asked to meet at the Town Hall at 10.15 a.m.
- Councillor Geoff Cook said there was to be a meeting of the Kendal Futures Board on Wednesday, 10th June at 4.30 p.m. at the Cumbria County Council offices in Kendal. The agenda included an item on the New Road Parking Study. He was unable to attend, and asked if any Councillor was available to go to this meeting. Councillor Austen Robinson volunteered to assist on this occasion.
- Following on from a training/information event at the Castle Green Hotel, a South Lakeland Community Conference (Communities at the Heart of Health and Well-Being) was to be held at Kendal College on Friday, 19th June from 9.30 a.m. to

2.30 p.m. It was understood that this was a South Lakeland Strategic Partnership showcase looking at Community focus issues, and all District and County Councillors would be receiving information on the Conference. Councillor Rob Boden said he would consider attending, subject to checking other commitments.

- South Lakeland District Council's Standards Committee has a vacancy for a Parish Council representative, as one of the Parish Council representatives is standing down. The appointment is for four years. Anyone interested in the vacancy was asked to contact the Town Clerk for details.
- Councillor Enda Farrell had written to the Town Mayor asking whether the traditional Christian prayers at the beginning of Council meetings should cease to reflect our multi-cultural society. Councillor Vincent pointed out that the Council is mainly Christian and South Lakeland District Council holds its (Christian) prayers about 10 minutes before the official start of its Council meetings. Anyone who does not wish to participate in prayers does not have to be in the meeting room. The Mayor agreed to copy Councillor Farrell's letter to other Members.

**020/09/10      OUTSIDE BODIES**

The Town Clerk said that she had not received notification from Members of any Reports on Outside Bodies.

**021/09/10      CORRESPONDENCE WITH SOUTH LAKELAND DISTRICT COUNCIL RE LOCAL DEVELOPMENT FRAMEWORK**

Councillor Robinson explained that a letter had been received from South Lakeland District Council seeking the Town Council's views on Privately Owned Important Open Spaces. The letter had been referred by the Planning Committee to the group of Councillors dealing with the Local Development Framework (Councillors Clare, Beavan, Rothwell and Robinson). This group had felt that the information from SLDC was not complete, and had asked for a meeting with the lead officer on LDF issues, Alastair McNeill.. The reason for the requested meeting was that the formal consultation process starts at the end of June. The Group Members had felt that an interim response was needed. It was recognised that national Government was pressurising SLDC for their proposals. The Group had suggested that, in defence of the urban fringe of the town/biodiversity, three large fields north of Morrisons should be offered up for development in preference to the 19 proposed small development areas around the town. Endorsement was sought to a response submitted to SLDC, which had been approved by the Management Committee.

**RESOLVED** that the response to South Lakeland District Council be endorsed.

**022/09/10 BAYCALL – NAME CHANGE TO CHOC (CUMBRIA HEALTH ON CALL)**

Councillor Enda Farrell drew attention to the fact that Baycall has changed its name to CHOC (Cumbria Health on Call). A copy of a leaflet explaining the new service was included with the agenda papers for Members' information. Councillor Maria Radice explained that the name change reflected that services for Baycall (in South Cumbria) and CUDOC (in North Cumbria) were being brought under one umbrella. The name change was being introduced gradually. Councillor Farrell said he had been assured by Baycall that the service would continue, and Councillor Robinson said he hoped the new organisation lives up to the standards of service provided by Baycall.

**ANNUAL ACCOUNTS**

The Town Treasurer submitted the following financial reports, which had been discussed at the meeting of the Audit, Grants and Charities Committee on 30 April 2009.

**023/09/10 Financial Report – Twelve Months ended 31st March 2009**

The Town Treasurer presented a Financial Report on the income and expenditure of the Council for the twelve months ended 31st March 2009, against the budget agreed in November 2007. Overall the Council had stayed within its budget, with an underspend of £14,000.

RESOLVED that the Financial Report for the Twelve Months ended 31 March 2009 be noted.

**024/09/10 Annual Accounts 2008**

The Town Treasurer presented the Annual Accounts for 2008 which had been recommended for approval by the Audit, Grants and Charities Committee [Minute 708/08/09 (2), 30 April 2009, refers].

The Treasurer pointed out that currently the Town Council's Treasury Deposit is with Barclays Bank. Although this has worked well in the past, the current rate of interest is abysmal and he sought approval to find ways to maximise the Council's financial holdings, e.g. by moving some money to a Building Society for a better interest rate. It was proposed that the Treasurer should take a report to the next meeting of the Audit, Grants and Charities Committee.

RESOLVED that

- (1) the Annual Accounts for 2008 be approved, specifically Section 1 (Statement of Accounts) and Section 2 (Annual Governance Statement); and
- (2) it be recorded that affirmative answers had been given to the questions in Section 2; and
- (3) that the Treasurer be requested to bring a report to the Audit, Grants and Charities Committee on finding ways to maximise the Council's return on its investments.

**025/09/10 Schools for Science and Art – Year ended 31st March 2009**

This year it had been agreed that the accounts for the Schools for Science and Art should be covered by the Audit. This change to the auditing procedures had been recommended by the Audit, Grants and Charities Committee (Minute 564/08/09(b)) and approved by Council on 2 March 2009 (Minute 616/08/09).

The Town Treasurer presented a separate report on the fund in respect of Receipts and Payments made during 2008/099, and Schedule of Assets. Grants of £1,370 had been made during the year, and the total in the fund as at 31st March 2009, including long term investments, was £13,310.57p.

RESOLVED that the report for the Schools for Science and Art be approved, and the Mayor and Town Treasurer be authorised to sign the statement on behalf of the Town Council.

**026/09/10 Management Letter from Internal Auditors**

A letter had been received from the Internal Auditors, R.F. Miller and Company, setting out the results of the internal audit for the year ended 31 March 2009. The auditors felt that the general control environment at the Council was good, and any issues raised were not fundamentally detrimental to the operation of the Council. It was recommended that

- an official asset register should be completed for all items of interest, pictures and curios in the Town Hall and maintenance equipment, and updated annually thereafter, and
- a lease agreement should be drawn up in regard to the Allen Technical Institute and Museum Charity, stating the current occupier's obligations relating to the use of the buildings and premises, maintenance and insurance.

The Town Treasurer reassured Members that work was ongoing on the asset register. As Trustees of the Allen Institute, it was felt important that the Town Council is happy with the current agreements between South Lakeland District Council and Kendal College for the management of the Museum and repair/maintenance of the buildings.

RESOLVED that the contents of the letter from the Internal Auditors be noted.

**027/09/10 APPROVAL OF INVOICES OVER £1,000**

The Town Treasurer provided a summary of invoices over £1,000 which required the approval of Council. The Town Treasurer pointed out that, under Standing Orders, payments of invoices up to £2,000 can be authorised by the Mayor and the Deputy Mayor. In future, therefore, this regular report would and seek approval of invoices **over £,2000**.

RESOLVED that the payment of invoices reported be approved, and it be noted that in future approval would only be sought for the payment of invoices over £2,000.

**028/08/09      AUDIT, GRANTS AND CHARITIES COMMITTEE**

In the absence of the Chairman of the Committee (Councillor C. Mayho), the minutes of the meeting held on 30 April 2009 were presented by Councillor Geoff Cook.

Council discussed a recommendation to award a grant to a student for a field trip/exhibition (Minute 706/08/09), but felt that this could not be supported as it would set a precedent of giving donations to individual students which the Council might find difficult to fulfil if there were several such requests in any one year. It was felt that it might be possible to consider requests from the organisations planning the expeditions.

RESOLVED that

- (1) the minutes of the meeting of the Audit, Grants and Charities Committee held on 30 April 2009 be received and approved, and the following recommended grant be approved:

Minute 705/08/09 – a grant of £500 to the Cumbria Army Cadet Force towards participation in the D-Day 65th Anniversary; and

- (2) the recommended grant at Minute 706/08/09 be not approved.

**029/09/10      KENDAL IN BLOOM COMMITTEE**

The Chairman of the Kendal-in-Bloom Committee, Councillor Katy Thompkins, presented the minutes of the meeting held on 5th May 2009, and commented that most of the work discussed in the minutes had already been completed..

RESOLVED that the minutes of the meeting of the Kendal in Bloom Committee held on 5th May 2009 be approved.

**030/09/10      ARTS AND HERITAGE COMMITTEE**

The Chairman of the Arts and Heritage Committee, Councillor Chris Hogg, presented the minutes of the meeting held on 7th May 2009. He drew attention to specific minutes in respect of conservation and storage of textiles, books and documents, and items in the Mayor's Parlour. It was pointed out that there were potential links between the Curatorship of the Artefacts in the Mayor's Parlour and the Kendal Museum / Kendal College. It was understood that the Principal of Kendal College was formulating a bid for Museum funding. It was suggested that the Town Council might be able to assist in supporting the bid, and the Town Clerk was asked to write to the Principal inviting him to visit the Parlour before submitting a bid. The Chairman also paid tribute to the work of the representatives on the Committee from the Civic Society and the Romney Society.

RESOLVED that

- (1) the minutes of the meeting of the Arts and Heritage Committee held on 7th May 2009 be approved;

- (2) the decision, at Minute 719/08/09, to allow Kendal Museum to borrow the medals of Sir Arthur Stanley Eddington for an exhibition to celebrate the International Year of Astronomy, be endorsed; and
- (3) the Town Clerk be requested to write to the Principle of Kendal College inviting him to visit the Mayor's Parlour before submitting a funding bid.

**031/09/10 PLANNING COMMITTEE**

The Chairman of the Planning Committee, Councillor Paul Beavan, presented the minutes of the meetings held on 11th and 18th May 2009.

RESOLVED that the minutes of the meetings of the Planning Committee held on 11th and 18th May 2009 be received.

**032/09/10 MANAGEMENT COMMITTEE**

The minutes of the meeting of the Management Committee held on 18th May 2009 were presented for Member's consideration and approval.

In respect of Minute 750/08/09 (New Committee Structure), Councillors were invited to consider the issues raised in respect of the Committee Structure for 2009-2010. They were reminded that decisions had already been taken to combine Committees because of the pressure on Members, and sometimes meetings were not quorate; also that in future attendance at Council/Committee meetings will be recorded and available for public scrutiny.

In relation to the improvements to the Angel Yard (Minute 756/08/09), the Chairman had written to South Lakeland District Council and received a profuse apology that the Town Council had not been consulted.

RESOLVED that the minutes of the meeting of the Management Committee meeting held on 18th May 2009 be approved, and the recommendations contained therein be adopted and/or endorsed, and specifically:

Minute 750/08/09

Suggested make up of Committees and number of Committee Members be endorsed;

Minute 752/09/10 – Town Clerk's Annual Appraisal

Panel of Members to conduct appraisal be endorsed.

**033/09/10 APPOINTMENTS TO COMMITTEES**

The Town Clerk indicated that she had e-mailed a list of Committees to Councillors before the meeting, so that they could consider in advance those Committees on which they would like to serve.

Bearing in mind the revised arrangements for Committees / Membership agreed previously, and at Minute 032/08/09 above, nominations were sought for membership of Committees, and for the appointment of Chairmen.

RESOLVED that the membership of, and Chairmanship of Committees, for 2009/10, be as follows:-

Committee	Membership
Mayoralty and Arts (6 Members, plus co-opted members)	J. Bateson (The Mayor) <i>[Chairman]</i> T. Clare G. Cook E. Farrell A. Robinson T. Rothwell
Environment and Highways (14 Members, 1 from each Ward)	T. Clare <i>[Chairman]</i> R. Boden K. Bracey P. Bramham G. Cook E. Farrell C. Graham P. Graham B. Jameson C. Mayho G. Murfin A. Robinson K. Thompkins J. Veevers
Planning (14 Members, 1 from each Ward)	P. Beavan <i>[Chairman]</i> J. Bateson (The Mayor) J. Brook C. Feeney-Johnson C. Hogg A. Kaye M. Kelly M. Radice G. Raymond T. Rothwell M. Simpson, G. Vincent (sub T. Clare) G. Wilson R. Yates
Allotments (6 Members, plus co-opted members)	J. Veevers <i>[Chairman]</i> P. Beavan K. Bracey E. Farrell T. Rothwell R. Yates

Kendal-in-Bloom (6 Members, plus co-opted members)	T. Rothwell <i>[Chairman]</i> C. Feeney-Johnson M. Radice K. Thompkins J. Veevers R. Yates
Christmas Lights and Festivals	R. Boden <i>[Chairman]</i> C. Feeney-Johnson E. Farrell P. Graham M. Kelly G. Murfin
Audit, Grants and Charities Committee (6 Members)	C. Mayho <i>[Chairman]</i> J. Bateson (The Mayor) P. Beavan G. Cook R. Boden G. Vincent
Management Committee (10 Members)	
Independent Chairman (1)	A. Robinson <i>[Chairman]</i>
Chairmen of Committees (6)	J. Bateson (The Mayor) P. Beavan R. Boden T. Clare T. Rothwell J. Veevers
Council representatives (2)	C. Feeney-Johnson K. Thompkins
Rep to Kendal Futures Board (1)	G. Cook

**034/09/10 APPOINTMENTS TO OUTSIDE BODIES**

Following feedback from Councillors that Outside Bodies had either not met in 2008/09, no longer existed, or representation from the Town Council was no longer appropriate, it was agreed to delete the following organisations from the list of Outside Bodies: Citizens' Advice Bureau, Kendal Castle Consultative Group, and the Tactical Traffic Group.

RESOLVED that the following appointments be made to outside bodies for 2009-2010:

Brewery Arts Centre		Councillor C. Hogg
Cumbria Association of Local Councils		Councillor R. Boden Councillor M. Radice
Community Rail Group		Councillor J. Bateson, The Mayor
Doodleshire Partnership		Councillor P. Beavan
Lakes Line User Group	(sub)	Councillor R. Boden Councillor J. Bateson, The Mayor
Kendal Bus User Group		Councillor G. Cook
Kendal Futures Board		Councillor G. Cook
Kirkland Partnership		Councillor G. Vincent Councillor C. Graham
Lancaster Canal (Northern Reaches)	(sub)	Councillor C. Mayho Councillor T. Rothwell
NHS Group		Councillor M. Radice
Police Community Liaison Group		Councillor A. Kaye
Rinteln Town Twinning Association		Councillor C. Feeney-Johnson Councillor J. Brook Councillor J. Bateson, The Mayor
Sandgate Hydrotherapy		Councillor M. Radice
Shopmobility		Councillor P. Bramham
South Lakeland Action on Climate Change		Councillor R. Boden
South Lakeland Mind		Councillor M. Radice
Sports Village Steering Group	(sub)	Councillor C. Feeney-Johnson Councillor A. Kaye
Torchlight Carnival		Councillor R. Boden
Tourism Group		Councillor C. Mayho
Transition South Lakes		Councillor R. Boden

**035/09/10 EXCLUSION OF PRESS AND PUBLIC**

RESOLVED that the press and public be excluded from the following item of business as it contains exempt information as described in Section 100B(2), Schedule 12A, of the Local Government Act 1972.

**036/09/10 STAFFING UPDATE**

*In accordance with Section 100(b)(2) of the Local Government Act 1972, the following report is excluded from inspection by members of the public as it contains exempt information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:*

- *Information relating to any individual.*

The Town Clerk reported that the new Town Handyman/Supervisor, Geoff Maskell, had taken up the post on 8th June 2009. This would allow a handover period with the current Town Handyman, Mike Mason, who would be retiring on 14th August 2009.

RESOLVED that the report be noted.

The meeting ended at 10.15 p.m.

**Signed** .....

**Date** .....