

# KENDAL TOWN COUNCIL

## Council Meeting: 6<sup>th</sup> March 2017

You are summoned to attend a meeting of the Council to be held in the **SLDC Council Chamber**, the Town Hall, Kendal, commencing at **7.30 p.m.** on **Monday, 6<sup>th</sup> March 2017**, for the purpose of transacting the business specified in the following agenda.

### AGENDA

#### Rollcall and Apologies

#### 1. PUBLIC PARTICIPATION

Any member of the public who wishes to ask a question, make representations or present a deputation or petition at this meeting should apply to do so before the commencement of the meeting. Information on how to make the application is available on the Council's Website - [www.kendaltowncouncil.gov.uk/Statutory Information/General/ Guidance on Public Participation](http://www.kendaltowncouncil.gov.uk/Statutory%20Information/General/Guidance%20on%20Public%20Participation) at Kendal Town Council Meetings or by contacting the Town Clerk on 01539 793490.

#### 2. DECLARATIONS OF INTEREST

**To receive declarations by Members and/or co-optees of interests in respect of items on this Agenda**

*[In accordance with the revised Code of Conduct, Members are required to declare any Disclosable Pecuniary Interests (DPIs) or Other Registrable Interests (ORIs) which have not already been declared in the Council's Register of Interests. Members are reminded that it is a criminal offence not to declare a DPI, either in the Register or at the meeting. In the interests of clarity and transparency, Members may wish to declare any DPI which they have already declared in the Register, as well as any ORI.]*

#### 3. MINUTES OF COUNCIL MEETING HELD ON 6<sup>TH</sup> FEBRUARY 2017 MATTERS ARISING

*To approve the minutes of the meeting held on 6<sup>th</sup> February 2017 (see attached)*

#### 4. PRESENTATION OF THE 2016 WAINWRIGHT AWARD

#### 5. QUARTERLY POLICE REPORT FROM CUMBRIA CONSTABULARY – SUZANNE SCOTT-O'NEILL (see attached)

#### 6. MAYORS COMMUNICATIONS AND ANNOUNCEMENTS (see attached)

#### 7. REPORT ON NOMINATIONS FOR MAYOR AND DEPUTY MAYOR 2017/18

#### 8. MANAGEMENT COMMITTEE

*To approve the minutes of the meeting held on 20<sup>th</sup> February 2017 (see attached)*

##### 8.1 Community Emergency Planning Management Arrangements (Ref minute 887/16/17)

- *Ensure a note is kept of staff hours already spent on KCEPG work*
- *Present the KCEPG financial arrangements for approval at the Council meeting on the 6<sup>th</sup> March (see attached)*
- *Open a separate bank account for KCEPG*

##### 8.2 Lakes Line Feasibility Study (Ref minute 889/16/17)

*That Council be recommended to set aside £2,000 in the Development Fund, if there are sufficient underspendings in the 2016/17 Council Budget, so that funding will be available to allow the Council to consider a contribution to the Lakes Line Feasibility Study.*

**9. ALLOTMENTS COMMITTEE**

*To approve the minutes of the meeting held on 12<sup>th</sup> December 2016 (see attached)*

**10. AUDIT, GRANTS AND CHARITIES COMMITTEE**

*To approve the minutes of the meeting held on 31<sup>st</sup> January 2017 (see attached)*

**10.1 Review of risk assessments** (Ref minute 830/16/17)

*Forward to full Council for approval. (see separate email)*

**10.2 Grant Applications** (Ref minute 831/16/17)

*Advanced payment and two grant applications*

**10.3 Schools of Science and Art Charity** (Ref minute 832/16/17)

*That, in view of the limited funds available to the Charity and the likelihood that many other students could request funding for similar courses, no grant be awarded.*

**11. PLANNING COMMITTEE**

*To receive the minutes of the meetings held on 6<sup>th</sup> and 20<sup>th</sup> February 2017 (see attached)*

**12. FINANCIAL MATTERS**

**(a) South Lakeland Credit Union:** Request to continue the Town Council's funding of £3,000 pa for 2016/17 and 2017/18 (see attached)

**(b) Bank Payments Schedules: January 2017** (see attached)

**(c) Invoices over £3,000**

**13. EXCLUSION OF PRESS AND PUBLIC**

*To consider whether members of the press and public should be excluded from the next item, which contains exempt information as described in Schedule 12A of the Local Government Act 1972*

**Part II (Excluded Items)**

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following report is excluded from inspection by members of the press and 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 [Paragraph 1]*

**14. STAFFING MATTERS** [Paragraph 1]

- Council Secretary appraisal and overtime (Ref Management Committee 20.02.17 Minute 893/16/17)

**15. READMISSION OF PRESS & PUBLIC**



**Liz Richardson, Town Clerk**

**Members of the Press and Public are welcome to attend the meeting.**

## KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of  
Kendal Town Council  
held on Monday, 6<sup>th</sup> February 2017 at 7.30 p.m.  
in the SLDC Council Chamber, the Town Hall, Kendal**

- PRESENT** The Mayor (Councillor S Coleman) in the Chair;  
Councillors A Robinson, G Cook, P Bramham, J Brook, C Feeney-Johnson, J Veevers, G Archibald, D Evans, S Evans, A Finch, L Oldham, C Hardy, C Hogg, R Hogg, J Robinson, R Sutton, K Teasdale and J Owen.
- APOLOGIES** Councillors T Clare, S Emmott, M Severn, G Tirvengadam, P Walker and A Blackman
- OFFICERS** Liz Richardson (Town Clerk), Jack Jones (Town Treasurer) and Hazel Belshaw (Temporary Council Secretary)
- 845/16/17 PUBLIC PARTICIPATION**  
None
- 846/16/17 DECLARATIONS OF INTEREST**  
None
- 847/16/17 MINUTES OF COUNCIL MEETING HELD ON 9<sup>TH</sup> JANUARY 2017**
- Members considered the minutes of the meeting of full Council held on 9<sup>th</sup> January 2017.
- Councillor Bramham proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor Archibald and carried with one abstention.
- RESOLVED** That the minutes of the Council meeting held on 9<sup>th</sup> January be approved as a correct record and signed by the Chairman.
- 848/16/17 NHS INTEGRATED COMMUNITY CARE PRESENTATION BY MIKE CONFREY, PUBLIC HEALTH LOCALITY MANAGER – SOUTH LAKELAND, CCC AND DR RICHARD RUSSELL, GP LEAD FOR KENDAL.**
- The Mayor welcomed the representatives from Kendal Integrated Care Community (ICC).
- Dr Richard Russell led the presentation. The following key points were highlighted:
- The ICC was formed to bring together organisations to help address challenges faced by the Health and Care System and to prevent duplication
  - ICCs bring together communities, health and care professionals

06.02.2017

Council

in localities to consider how the aspiration to reduce demand on acute services (the most expensive provision) might be best realised

- Health is a small part of this with social care being at the heart
- Kendal ICC has been developed since late 2015. The ICC covers Kendal Town and environs and include the three GP practices, Station House Surgery, Captain French Surgery and the James Cochrane Practice.
- The core team is made up of four people – nurse practitioner, pharmaceutical, admin and led by Dr Russell
- The ICC has held three of public meetings to introduce the concept of an ICC to the local population and to seek engagement of the local community.
- A significant part of the County Council's contribution to a 'whole system' approach will be a continued effort by the Area Team to identify and facilitate the development of community assets in Kendal.
- The aim is to become the 'healthiest town'

The group sit down together once a month to talk about ideas and they are looking for some input from Councillors.

Councillor C Hogg thanked Dr Richard Russell and Mike Confrey for coming to present and suggested that the Council appoint a representative but highlighted that it will only work if all members are involved.

Councillor A Robinson proposed that this should be brought to the agenda at the next meeting.

The Chair thanked the representatives for attending the meeting.

**RESOLVED** To discuss at the next Council meeting on March 6<sup>th</sup>.

**849/16/17** **MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Mayor presented the engagements, which had been previously circulated. He thanked in advance all those who are attending the Annual Charity Dinner on 8<sup>th</sup> February with special thanks to Councillor Feeney-Johnson for organising the event.

**850/16/17** **MANAGEMENT COMMITTEE**

The minutes of the Management Committee meeting held on 23<sup>rd</sup> January were presented by Councillor A Robinson who proposed that they be approved as a correct record. This was seconded by Councillor Brook and carried with one abstention.

Councillor Archibald referred to minute 815/16/17 and asked for a copy of the letter to be attached to the minutes.

Councillor S Evans referred to minute 814/16/17 to ask if there was any further information since the last meeting regarding the Tourist

06.02.2017

Council

Information Centre. The Town Clerk advised there had been no further response from Derek Armstrong, Cumbria Chamber of Commerce. Councillor Cook advised that he is attending a meeting of the Business Improvement District so may have some more information after that and he will report back to the Town Clerk. Councillor Veevers raised the issue of the considerable grant given to the TIC and asked if this had been withdrawn. The Treasurer reported that the grant was deferred until next year.

**RESOLVED** That the minutes of the Management Committee meeting held on 23<sup>rd</sup> January be approved as a correct record (subject to the attachment being added) of the meeting.

851/16/17

**CHRISTMAS LIGHTS AND FESTIVALS COMMITTEE**

The minutes of the Christmas Lights and Festivals Committee meeting held on 10<sup>th</sup> January were presented by Councillor Feeney-Johnson who proposed that they be approved as a correct record. This was seconded by Councillor Teasdale and carried unanimously.

**RESOLVED**

That the minutes of the Christmas Lights and Festivals Committee meeting held on 10<sup>th</sup> January be approved as a correct record of the meeting.

Councillor Feeney-Johnson then presented the following recommendations of the Committee:

852/16/17

Approval of the following five festival grant awards:

**Moonfest 2017** (Minute 752/16/17)

That the committee support the Moonfest Festival in amount of £4100.00

**Woolfest 2017** (Minute 753/16/17)

That the committee support Woolfest Festival in amount of £3500.00 to enable them to secure a venue for the festival.

**Lakes Alive** (Minute 754/16/17)

That the committee support the grant application from Lakes Alive in amount of £5000.00

**Walking Festival 2017** (Minute 755/16/17)

That the Committee support the Walking Festival in the amount of £1,000 out of the budget for the year (2017/2018)

**Dancing Rapper Tournament** (Minute 756/16/17)

That the Committee support the application of funding of the Dancing Rapper Tournament in the amount of £1,000.

The proposal was seconded by Councillor S Evans and carried unanimously.

**RESOLVED**

The Council approve the funding of the five festival grants – Moonfest 2017, Woolfest 2017, Lakes Alive, Walking Festival 2017 and Dancing Rapper Tournament.

06.02.2017

Council

**853/16/17 KENDAL IN BLOOM COMMITTEE**

The minutes of the Kendal in Bloom Committee meeting held on 16<sup>th</sup> January were presented by Councillor Oldham who proposed that they be approved as a correct record. This was seconded by Councillor Feeney-Johnson and carried unanimously.

**RESOLVED**

That the minutes of the Kendal in Bloom Committee meeting held on 16th January be approved as a correct record of the meeting.

Councillor Oldham then presented the following recommendations of the Committee:

**854/16/17****Joint Projects with the Environments & Highways Committee**  
(Minute 770/16/17)

The Kendal in Bloom Committee would like to recommend that they undertake joint working with the Environment and Highways Committee on specific projects.

The proposal was seconded by Councillor S Evans and carried unanimously.

**RESOLVED**

That the Kendal in Bloom Committee and the Environment and Highways Committee work together on specific joint projects.

Councillor S Evans referred to minute 767/16/17 regarding the tiered planters and asked why it was being moved from Longpool and taken to Aynam Road. Councillor Oldham suggested the planter on Longpool had leaned too much and it was decided it would sit better as a pair on Aynam Road. Councillor Veevers suggested it could also have something to do with the re-design of the junction in that area. Councillor S Evans suggested the planter could be modified so that it does not lean and asked if it could be put on the agenda for the next Kendal in Bloom meeting.

**RESOLVED**

An item regarding the location of the planter at Longpool be added to the agenda for the next Kendal in Bloom Committee meeting on 18<sup>th</sup> April.

**855/16/17****ENVIRONMENT AND HIGHWAYS COMMITTEE**

The minutes of the Environment and Highways Committee meeting held on 17<sup>th</sup> January were presented by Councillor Veevers who proposed that they be approved as a correct record. This was seconded by Councillor Owen and carried unanimously.

**RESOLVED**

That the minutes of the Environment and Highways Committee meeting held on 17th January be approved as a correct record of the meeting.

Councillor Owen referred to minute 789/16/17 regarding the possible purchase of a speed gun. The cost being £1,200 for the gun and £200 per year to have it calibrated. Councillor Feeney-Johnson commented that she was involved with a local volunteer project on Aynam Road last

06.02.2017

Council

year following local perception of speeding. The idea was to empower the residents and creating an awareness that it is a residential area. The volunteer Police Officer that worked on the project suggested it was a good idea to purchase a speed gun as the one loaned during the project wasn't always available. Councillor C Hogg supported Councillor Feeney-Johnson's comments and highlighted that it helps to gain more knowledge on problem areas and is an opportunity to spend a small amount of money to empower locals. The Town Clerk advised that the monies could come from the Development Fund and suggested deferring further discussion to agenda item 14b.

Councillor Veevers speaking on behalf of the Environment and Highways Chair asked for the final decision to be made at the next Environment and Highways meeting.

Councillor Cook referred to minute 793/16/17 regarding the damage to the grass at Somervell Gardens and said that there are several areas that need re-seeding after the floods. The Town Clerk confirmed the cost for the re-seeding would come from the dedicated maintenance budget.

#### **856/16/17 PLANNING COMMITTEE**

The minutes of the Planning Committee meeting held on 9<sup>th</sup> and 23<sup>rd</sup> January were presented by Councillor J Robinson who asked Council to receive these minutes.

The Town Clerk confirmed a response to the SLDC Draft Development Management Policies has been sent and will be attached to the minutes from 23<sup>rd</sup> January.

**RESOLVED** That the minutes of the Planning Committee meeting held on 9<sup>th</sup> and 23<sup>rd</sup> January be received.

#### **857/16/17 OUTSIDE BODIES – REPORTS FROM COUNCILLORS**

##### **Kendal Brewery Arts Centre Trust meeting – Cllr Sutton**

Members noted a report from Councillor Sutton following the Kendal Brewery Arts Centre Trust meeting held on 26<sup>th</sup> January 2017, which had been previously circulated to members. There were no questions raised.

#### **858/16/17 REQUEST FOR MAYOR AND DEPUTY MAYOR NOMINATIONS FOR 2017/18**

The Town Clerk asked for nominations be made to her in writing with a proposer and seconder before the next meeting on 6<sup>th</sup> March.

#### **859/16/17 ANNUAL REPORT AND ANNUAL TOWN ASSEMBLY**

The Town Clerk thanked the committee chairs for their reports. The Annual Report will be presented at the Annual Town Assembly on Monday 3<sup>rd</sup> April prior to the council meeting. The agenda for the meeting had been circulated with the meeting papers.

06.02.2017

Council

**FINANCIAL MATTERS****860/16/17 (a) Budgetary Control Statement for 9 months ended 31 December 2016**

The Treasurer presented a report on the Council's financial position as at 31st December 2016, providing figures showing actual income and expenditure against the expected portion of the budget for the period, together with a commentary on variances. The overall position was favourable, with a substantial net underspending of approximately £39,129.

The Treasurer highlighted the following points from the report:

**Kendal in Bloom Committee** – underspend from budget to be allocated to the Pollinator Project.

**Christmas Lights & Festivals** – underspend will be used to repair or replace existing installations or invest in new ones.

**Development Fund** – it is hopeful that the Maudes Meadow Project will go ahead early in 2017/18.

**Management Committee** – An overspend on staff salaries, (£5,680) which had been expected. This was due to a number of factors; the Project Manager's increase in working hours, pension contributions for the Town Handyperson and for the Treasurer to review Financial Regulations. The Committee has noted that the larger issues will continue and that the increased expenditure will not adversely affect next year's budget as it has been provided for in the forecast outturn for the current year.

Underspendings on Supplies & Services and IT & Website are likely to reduce as the year progresses; the opportunity will be taken to review IT requirements before 31 March.

**RESOLVED** That the Finance report for 9 months ended 31<sup>st</sup> December 2016 be accepted.

**861/16/17 (b) Review of Development Fund**  
The Treasurer presented the review of the Development Fund:

The 2017/18 budget included a number of new projects and several existing schemes were removed or re-scheduled. The proposed Fund expenditure is phased over a four year period.

The Treasurer highlighted the following points from the report:

- The inclusion of a scheme in the programme for 2018/19 and 2019/20 does not mean that there is funding available. The second section of the statement shows that the full indicative programme would require resources of £57,900 and £45,150 in 2018/19 and 2019/20 respectively. The budget report to the last

06.02.2017

Council

Council meeting suggested that there might be £52,500 available for new expenditure in 2018/19 and £45,500 in 2019/20. Although the indicative expenditure exceeds these figures, this should not prevent the programme being adopted for planning purposes.

- There are three schemes in the programme where little progress appears to be being made: EH8 Footpath, Birk Hagg to Parkside Road, CL3 Building Flag & Tree holder maintenance and replacement and MG9 South Lakeland Credit Union. Additionally it is not clear whether the full £2,000 will be required for EH7 Heron Hill Woodland Trail. These schemes should be reviewed in the next few months.
- The Environment and Highways Committee has discussed the possibility of purchasing a radar speed gun as a Development Fund item. In view of the Fund being fully committed, it is suggested that the estimated cost of £1,500 could be met from the Committee's 2016/17 budget.

Councillor C Hogg suggested that the £500 for EH8 may not be required as it is dependent on external funding.

Councillor Archibald proposed that the schemes under Kendal Futures funding, Support for Projects (MG5), be moved up into the Action Plan heading so they are not under the Kendal Futures header. The Town Clerk confirmed that Council had allocated the £8,800 for 2017/18 to Kendal Futures to deliver projects. The other figures are merely to give us an indication of the likely requirements in subsequent years. This was seconded by Councillor D Evans with 3 abstentions.

With reference to the minutes of the Environment and Highways Committee, Councillor Owen suggested that the monies for the speed gun could be found from the Development Fund. Alternatively, the Treasurer suggested the 2016/17 underspend from the Environment and Highways Committee be used as the Fund would have no available resources until April 2018. This would provide the funding to enable the Council to consider the proposed purchase of a gun in more detail, initially by Environment and Highways Committee on 10 April. This was proposed by Councillor Cook and seconded by Councillor Feeney-Johnson with Councillor Veevers against.

## **RESOLVED**

That the Development Fund Programme be approved, subject to the following amendments:

- 1) The allocations of £28,800 under Kendal Futures (MG5) be moved under the 'Action Plan for Kendal' heading; and
- 2) An additional contribution of £1,500 be made to the Development Fund in 2016/17, using an underspending in the Environment and Highways Committee budget, in order to provide the funds to enable the Committee to consider the purchase of a speed gun at its April 2017 meeting.

06.02.2017

Council

**862/16/17 (c) Bank Payments Schedule: December 2016**

The Treasurer presented the Bank Payments Schedule for December 2016.

Councillor Veevers referred to the £205 for Hortons and asked if it was for the replacement of the flowers that were vandalised. The Treasurer confirmed that £85 was for the plants and the rest was for labour. Unfortunately vandalism is not included in the contract.

Councillor Coleman suggested that we check if the vandalism had been reported to the police.

Councillor Veevers also referred to the water charges for Canal Head allotments. The Treasurer acknowledged concern about the water charges levied and will follow up to ensure that they, and any others, are correct.

**863/16/17 (d) Petty Cash Payments: October to December 2016**

The Treasurer presented the Petty Cash Payments for October to December 2016.

Approval of the two schedules was proposed by Councillor Brook and seconded by Councillor C Hogg and carried unanimously.

**RESOLVED** That the Bank Payments and Petty Cash Payments Schedules be approved.

**864/16/17 (e) Invoices over £3,000**

The Treasurer reported that there was 1 invoice over £3,000 which required approval as follows:

Christmas Plus Limited:

Dismantling Christmas Lights per contract plus installing and dismantling additional displays:

£3,530.10 plus £706.02 VAT = £4,236.12.

Councillor Veevers proposed that the invoice be paid. This was seconded by Councillor C Hogg and carried unanimously.

**RESOLVED** That payment of the invoice over £3,000 be approved.

**865/16/17 (f) Investment with Cumberland Building Society**

Councillor Veevers proposed that the additional £75,000 short-term investment with Cumberland Building Society be withdrawn and repaid into the Council's account at Barclays Bank. This was seconded by Councillor R Hogg and carried unanimously.

**RESOLVED** That the Council's £75,000 short term investment with the Cumberland Building Society be withdrawn and repaid to the Council's Barclays Bank

06.02.2017

Council

account.

**866/16/17 EXCLUSION OF PRESS AND PUBLIC**

It was proposed by Councillor Brook and seconded by Councillor Councillor J Robinson to move to Part II, this was carried unanimously.

**RESOLVED** That the press and public be excluded for the following items of business.

**Part II**

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following reports were excluded from inspection by members of the public as they contain 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 [*Paragraph 1*]

**867/16/17 WAINWRIGHT ACHIEVEMENT AWARD**

The Treasurer presented the five nominations for the Wainwright Award and highlighted that it is for work done in 2016 and asked the members to vote on slips in order of preference. Shirley Gilpin was announced as the winner.

The Chair proposed the award be presented at the start of the March Council meeting in the Council Chamber.

**RESOLVED** That Shirley Gilpin be presented with the Wainwright Award 2016 at the March Council meeting.

**868/16/17 READMISSION OF PRESS & PUBLIC**

**RESOLVED** That the press and public be re-admitted for the remainder of the meeting (none were present).

The meeting ended at 9.05 p.m.

Signature .....

Date .....

## Police Report February 2017 for Kendal Town Council.

I note the comments from the Town Council meeting last year and again I have included the link for each councillor to view and obtain their information directly from our website.

I have also attached a more details crime extract regarding crime in the Kendal NPT area and provided information on hate crime for the constabulary and South Lakes East. These figures show there has been no increase in hate crime and actually, there has been a slight decrease reported to us.

Link - [Kendal and Burneside performance data](#)

Detailed crime data below –

NPT_Area	Kendal NPT
GAR_Code	(All)
GAR_Name	(All)
Ward_Name	(All)
Beat	(All)

Volume	Financial_Year			% Difference					
	2015/2016	Month	2016/2017						
Type	Nov	Dec	Jan	Nov	Dec	Jan			
AS	56	68	82	45	76	48	-20%	12%	-41%
bicycle-theft	1	4	2	4	0	0	300%	100%	-100%
burglary	12	19	14	15	19	17	25%	0%	21%
criminal-damage-arson	25	43	47	46	43	34	84%	0%	-28%
drugs	3	7	2	7	1	8	133%	-86%	300%
other-crime	4	0	3	4	5	5	0%	100%	67%
other-theft	21	11	14	24	18	14	14%	64%	0%
possession-of-weapons	0	0	1	1	0	0	100%	0%	-100%
public-disorder-weapons	9	10	17	8	6	7	-11%	-40%	-59%
public-order	0	0	0	0	0	0	0%	0%	0%
robbery	1	1	0	1	0	0	0%	100%	0%
shoplifting	11	17	9	14	17	22	27%	0%	144%
theft-from-the-person	1	0	1	2	1	0	100%	100%	-100%
vehicle-crime	17	9	11	6	14	6	-65%	56%	-45%
violent-crime	60	62	71	50	68	42	-17%	10%	-41%
Grand Total	221	251	274	227	268	203	3%	7%	-26%

**Hate crime information**

**Constabulary Figures-**

January 2015 until January 2016 - 381 reported incidents

January 2016 until January 2017 – 325 reported incidents (– 56 incidents)

**South Lakes East Figures-**

January 2015 until January 2016 – 29 reported incidents

January 2016 until January 2017 – 28 reported incidents (-1 incident)

Details of the current priorities are on the constabulary website here is the link -

- [South Lakes East problem profiles](#)

Suzanne Scott-O'Neill  
Sergeant  
Kendal Policing Team

DATE	TIME	EVENT	VENUE	ATTENDEES
<b>2017</b>				
<b>FEBRUARY</b>		<b>MAYORAL ENGAGEMENTS - FEBRUARY - MARCH 2017</b>		
Tues 07/02/2017	7pm	Mayor's Homes of the Aged & Infirm AGM	Mayor's Parlour	Mayor attending
Wed 08/02/2017	7pm	Mayor of Kendal's Charity Dinner	Kendal College	Mayor attending
Thurs 16/02/2017	1.55pm for 2pm	Kendal Website and Leaflet Launch	Bindloss Room Kendal Town Hall	Cllr T Clare attending
Fri 17/02/2017	7pm	Riversiders X Factor Donations to Riversiders Mencap Trust	Kendal Unitarian Chapel Market Place	Cllr R Sutton attending
<b>MARCH</b>				
Sat 04/03/2017	7pm for 7.30pm	Mayor of Millom's Charity Ball Buffet Music & Entertainment Raffle & Charity Auction	Millom Palladium	Mayor attending
Sat 11/03/2017	10.30am	Kendal Dementia Action Alliance - Listening Event /Coffee Morning	Bindloss Room Kendal Town Hall	Mayor attending
Sat 18/03/2017	6.30pm	Drinks Reception - in Sugar Gallery prior to The Queen Katherine School Arts Evening	Brewery Arts Centre	Mayor attending
Tues 21/03/2017	7pm	The Queen Katherine School Spring Concert	Upper School Hall The Queen Katherine Street Appleby Road	Deputy Mayor, Sue & Sally attending
Sat 25/03/2017	6pm pick up 7pm	Mayor of Barrow's Charity Ball Drinks reception Dinner & entertainment	The Forum Barrow in Furness	Mayor & Sarah attending
Mon 27/03/2017	6.50pm for 7pm	Kendal Sea Cadets Official re-opening ceremony after flooding of their HQ	Unit 387 Queen Katherine Street	Mayor attending
Mon 27/03/2017	7.30pm	Branch C'ttee of Nth Lancs & Sth Cumbria Branch Motor Neurone Disease	Small Meeting Room, Kendal United Reform Church 104 Highgate Kendal	Cllr R Sutton attending

Mon	27/03/2017	7.30pm	Kendal Civic Society - AGM	Shakespeare Centre Highgate Kendal	Deputy Mayor attending
		6.15pm Pick Up			Mayor & Helen Whittaker attending
Fri	31/03/2017	7.30pm	Mayor of Barrow's Charity Concert - Il Voce	The Forum Barrow in Furness	
Wed	29/03/2017 -		Kendal & District Gilbert & Sullivan Society -		Mayor attending
Sat	1 April 2017	7.30pm	HMS Pinafore	Kendal Town Hall	

# KENDAL TOWN COUNCIL

## Management Committee

**Monday 20<sup>th</sup> February 2016 at 7.30 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Tom Clare (Chair), Austen Robinson (Vice Chair), Stephen Coleman (Mayor), Jon Robinson, Jonathan Brook, Geoff Cook and Sylvia Emmott
- APOLOGIES** Councillors Lynne Oldham, Andy Blackman and John Veevers and Liz Richardson (Town Clerk)
- OFFICERS** Jack Jones (Town Treasurer), Hazel Belshaw (Temporary Council Secretary)
- 877/16/17 PUBLIC PARTICIPATION**  
None
- 878/16/17 DECLARATIONS OF INTEREST**  
None
- 879/16/17 MINUTES OF THE MEETING HELD ON 23<sup>RD</sup> JANUARY 2017**
- The Chairman presented the minutes of the meeting held on 23<sup>rd</sup> January 2017, which had been approved by full Council on 6<sup>th</sup> February 2017.
- Councillor J Robinson proposed that the minutes be accepted as a correct record. This was seconded by Councillor A Robinson and carried unanimously.
- RESOLVED** That the minutes of the meeting of the Committee held on 23<sup>rd</sup> January be accepted as a correct record.
- 880/16/17 MATTERS ARISING (Not on Agenda)**  
Councillor Coleman asked if the template for sending letters could have the address at the top so it is clear who the letter is addressed to when attached to agendas.
- RESOLVED** The Town Clerk to consider including addresses at the top of letters.
- 881/16/17 Market Place Enhancement** (minute 812/16/17) Councillor Emmott referred to two newsletters from SLDC consulting the public about the planned works. The Treasurer will email a copy to all councillors.
- 882/16/17 Wainwright Award** (minute 813/16/17) The Treasurer confirmed the Wainwright Award would be presented in the SLDC Council Chamber on 6<sup>th</sup> March.
- 883/16/17 Flooding December 2015** (minute 815/16/17) The Treasurer confirmed that a letter of thanks had been sent to the person who

had assisted Councillor A Robinson with our responses to the December 2015 flooding but she had declined the flowers.

**884/16/17**

**Great British Litter Picking Event** (minute 818/16/17) The Treasurer had no further information from Councillor Blackman regarding the Great British Litter Picking Event due to Councillor Blackman being away.

**885/16/17**

**URGENT ITEMS OF BUSINESS**  
None

**886/16/17**

**REPORT ON WORK PROGRAMME**

The Treasurer presented the report on project progress for February 2017. The following matters were highlighted:

**Kendal Community Emergency Plan Group (KCEPG)** - The recruitment process for the administrator post had started. It is hoped someone will be in place between 17<sup>th</sup> April and 8<sup>th</sup> May, depending on their notice period.

**Somervell Garden** - The grass seed was on order.

**Radar speed gun** - The funding had been approved.

**Allotments** - Vacant allotments had been advertised and The Assistant to the Town Clerk had been busy with people taking up the vacancies and The Town Handyperson had been busy clearing sites.

**Green Wall** - The Project Manager had completed the LIP application for the Green Wall on the 13<sup>th</sup> February.

**Kendal Destination website and the Kendal Promotional leaflets** – The Project Manager had launched the website and the leaflets had been produced. These had both been well received. Councillor Coleman would like to pass on his thanks to the Project Manager for all her work.

**Woolpack Yard Mural** - SLDC are writing to owners in Woolpack Yard to outline the improvements required and to give deadlines.

Councillor J Robinson advised the Assistant to the Town Clerk had asked him to check through the potential Allotments software suppliers.

Councillor Clare advised there is an ongoing discussion regarding the felling of the tree on Riverside. The tree is not diseased enough for SLDC to cut it down within their programme but they are happy for KTC to do so.

Councillor Cook advised that he had spoken to CCC regarding the town centre benches. The slats for the benches are being sent from Ireland and have not yet arrived.

Councillor Clare asked if there was something we could do in the meantime.

**RESOLVED**

Councillor Clare to formally chase CCC for a timeline on the wooden slats arriving from Ireland for the benches.

**887/16/17****COMMUNITY EMERGENCY PLANNING MANAGEMENT ARRANGEMENTS**

The Treasurer presented the financial arrangements for Kendal Community Emergency Plan Group (KCEPG). The amended version will go to the Council meeting on the 6<sup>th</sup> March. It has been decided that the income will be kept in a separate bank account.

The grant for the group's activities has been received so the Treasurer will open the bank account and transfer the money once the arrangements have been approved by Council.

Recruitment for an administrator has been advertised. It is on the KTC website as well as having being sent to CCC and SLDC. It will also appear in the next edition of the Employment Pages.

Councillor J Robinson has had a brief update from Joe Murray (Chair). The group will be responsible for generating the work for the admin person and there should be no extra workload on other Town Council Officers. The Town Clerk will monitor this. It was queried whether the Community Foundation could fund Officer's time if it was required. Councillor A Robinson asked if Officers could make a note of the hours already spent on KCEPG work.

Councillor A Robinson proposed that the financial arrangements for KCEPG be accepted and presented to full Council on 6<sup>th</sup> March. This was seconded by Councillor J Robinson and carried unanimously.

**RECOMMENDED**

The Treasurer to:

1. Ensure a note is kept of staff hours already spent on KCEPG work
2. Present the KCEPG financial arrangements for approval at the Council meeting on the 6<sup>th</sup> March
3. Open a separate bank account for KCEPG

**888/16/17****HELME CHASE MATERNITY UNIT – NHS CUMBRIA CLINICAL COMMISSIONING GROUPS DECISION**

The Committee discussed the press release regarding the permanent arrangements for the Helme Chase Maternity Unit. Councillor Coleman commented that the Clinical Commissioning Group (CCG) were looking to encourage women from out of Kendal, particularly Barrow and Lancaster, to use the unit but suggested that there should be some statistics on this, also how it is monitored. Residents need to be kept aware there is still a service there and that it should be promoted.

**RESOLVED**

The Town Clerk to respond to the Helme Chase Maternity Unit press release by asking if the Clinical Commissioning Group has

statistics for how many mothers from out of the area are using the service, how this is monitored and the availability of Helme Chase promoted, and can this information be updated periodically by the Group.

**889/16/17**

**LAKES LINE FEASIBILITY STUDY REQUEST FOR SUPPORT FROM THE LAKES LINE USER GROUP AND RESPONSES FROM NORTHERN RAIL AND RAIL NORTH REGARDING CONCERNS OVER LAKES LINE ISSUES**

The Treasurer reported that representatives of the user group are coming to the Environment & Highways Committee meeting in April so there will be an opportunity for a detailed discussion then.

Councillor J Robinson proposed that the detailed discussion and decision on the Lakes Line Study be deferred to the Environment & Highways meeting in April. This was seconded by Councillor A Robinson and carried unanimously.

Councillor Clare felt that Kendal was under represented on the report, which appeared to focus on Burneside and Staveley.

Councillor Coleman raised the question of the Lakes Line seeking funds from the Council. The Treasurer confirmed the Lakes Line letter did not make a specific request; it referred to potential sponsors, although no information was given.

The Treasurer recommended that an amount be set aside from any underspending in the 2016/17 Budget to enable the Environment & Highways Committee to consider an appropriate level of contribution to the Study. Councillor A Robinson suggested a figure of £2,000 be considered and this was seconded by Councillor Coleman. Councillor J Robinson suggested that the funding should be dependent on the Study meeting our aims. Councillor Coleman suggested it was worth formally asking the User Group if they were seeking support from Kendal BID and Cumbria Chamber of Commerce.

**RESOLVED**

1. The Town Clerk to seek clarification from the User Group on:
  - how much Kendal would benefit as it appears to be under-represented in the Study brief and the Council would expect greater emphasis on the town and its community;
  - whether Kendal BID and the Chamber of Commerce have been requested to support the study; and
  - how much has been raised from sponsors to date.
2. A fuller detailed discussion take place at the Environment & Highways Committee meeting in April when representatives of the Lakes Line User Group will be present.

**RECOMMENDED**

That Council be recommended to set aside £2,000 in the Development Fund, if there are sufficient underspendings in the 2016/17 Council Budget, so that funding will be available to allow

the Council to consider a contribution to the Lakes Line Feasibility Study.

The Committee discussed the replies from Northern and Rail North regarding the service on the Lakes Line. It was suggested that the Environment & Highways Committee could consider referring them to SLDC's Scrutiny Committee (subject to this being one of the 2017/18 programme topics).

**RESOLVED**

The Environment & Highways Committee consider referring the responses from Northern and Rail North to SLDC's Scrutiny Committee at their next meeting in April.

A letter from The Town Clerk to Virgin Trains regarding car parking charges at Oxenholme Station was discussed, together with the company's response. The letter highlighted that parking charges have increased £9 to £12 per day, based on a comparison with other locations on the West Coast mainline. Councillor Coleman would like Virgin to highlight that it is the same price to catch a train from Kendal station as it is from Oxenholme station, which could reduce the demand for parking. Also if people did this then it would increase the use of the Lakes Line. It was then discussed about the possibility of identifying a suitable site near Oxenholme station for a car park development, possibly funded from CIL income.

Councillor Clare proposed an approach to Planning at SLDC regarding the possible use of CIL monies to fund car parking at a suitable site near Oxenholme Station; this was seconded by Councillor Cook with 2 abstentions.

**RESOLVED**

1. The Town Clerk to write to Planning at SLDC regarding the possible use of CIL monies to fund car parking at a suitable site near Oxenholme Station.
2. The Town Clerk to write to Virgin Trains, stating that the Council's aspirations are for more capacity and cheaper parking, also they should promote use of Lakes Line so that residents in the centre of Kendal don't need to drive to Oxenholme.

**890/16/17****EQUALITY AND DIVERSITY TRAINING FOR COUNCILLORS**

A discussion regarding a request made by Councillor Tirvengarum for Equality and Diversity Training. Some Councillors have been through similar training already through membership of another tier or their employment so it was suggested that research be done to establish who needs the training before deciding on a date for it. Councillor Coleman asked if the material from the training could be made available to induct new members in the future.

**RESOLVED**

The Town Clerk to assess who needs the training and report back to the Management Committee at the next meeting.

**891/16/17****ITEMS FOR THE NEWSLETTER**

Councillor Emmott suggested including something on the Market Place Enhancement. Councillor Clare confirmed it was on the draft agenda.

Councillor Brook suggested including a piece about the Lakes Line and highlighting the costs of travelling from Kendal station instead of Oxenholme station to save on car parking.

**892/16/17****EXCLUSION OF PRESS AND PUBLIC**

It was proposed by Councillor Brook and seconded by Councillor Coleman to move to Part II, this was carried unanimously.

**RESOLVED**

That the press and public be excluded for the following items of business.

**Part II**

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following reports were excluded from inspection by members of the public as they contain 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 [*Paragraph 1*]

**893/16/17****STAFFING MATTERS [Paragraph 1]****Council Secretary**

The Treasurer reported that the Annual Appraisal for the Council Secretary had been completed by him as her line manager and he was happy with her work. He informed Members that the Council Secretary was entitled to move up one spinal point on the pay scale.

The Treasurer also asked for approval of payment of 8.55 additional hours to the Council Secretary for the past seven months. It had been concluded that her hours over the last year had not varied enough from her contract to require a permanent change. Therefore it was recommended that the Council Secretary continue to log her working hours and then a claim for any overtime be considered every 6 months.

Councillor J Robinson proposed that the Council Secretary move up the pay scale by one spinal point and be paid 8.55 hours and that she continue to log her working hours with additional payment being considered every six months. This was seconded by Councillor Coleman and carried unanimously.

**RECOMMENDATION**

1. That the Council Secretary move up the pay scale by one spinal point following her annual appraisal.
2. That the Council Secretary be paid 8.55 additional hours and continue to log her working hours with overtime payment being considered every 6 months.

Information which is likely to reveal the identity of an individual [*Paragraph 2*]

**894/16/17****CORRESPONDENCE [Paragraph 2]****RESOLVED**

That the Committee notes that correspondence from an individual to the Council has been referred to the Police, who would be attending the March Council meeting.

Information relating to the financial or business affairs of any particular person (including the authority holding that information) [Paragraph 3]

**895/16/17****FINANCIAL OR BUSINESS AFFAIRS [Paragraph 3]**

It was confirmed the Tourist Information Centre was due to close on 31<sup>st</sup> March.

Councillor Coleman highlighted that the Destination Kendal website is not showing up on a Google search and is not linked from the Kendal Town Council website. It was noted that the Google search depends on the number of "hits" and the Treasurer confirmed that the new website was to be linked to the Council's site.

**896/16/17****READMISSION OF PRESS AND PUBLIC**

It was proposed by Councillor J Robinson to re-admit the press and public. This was seconded by Councillor Brook and carried unanimously.

**RESOLVED**

That the press and public be re-admitted for the remainder of the meeting (none were present).

**897/16/17****ANY OTHER BUSINESS**

The Treasurer confirmed that he had reserved one place on a flooding workshop at Rheged on Wednesday 8<sup>th</sup> March. Councillor A Robinson was happy to attend and asked if another place could be booked? The Treasurer will request a second place.

**RESOLVED**

That the Treasurer reserves a second place on the flooding workshop on Wednesday 8<sup>th</sup> March.

**898/16/17**

The Environment Agency have sent an invitation for a representative from Kendal to attend a national strategic discussion event on flooding which they are organising in London. The cost is £385 per person. It was thought that it would not be targeted towards Kendal but may be worth passing the invite to Maggie Mason.

**RESOLVED**

The Treasurer pass the invitation to the Environment Agency event in London to Ms Maggie Mason.

**899/16/17**

The Treasurer confirmed a tender had gone out for a replacement van for Kendal Town Council. The tenders are due back on 7<sup>th</sup> March.

The meeting closed at 9.03pm.

**Summary of Information, Resolutions and Recommendations to Council**

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>880/16/17</b>	Matters Arising	<b>RES</b>	The Town Clerk to include addresses at the top of letters.
<b>886/16/17</b>	Report on Work Programme	<b>RES</b>	Councillor Clare to formally chase CCC for a timeline on the wooden slats arriving from Ireland for the benches
<b>887/16/17</b>	Community Emergency Planning Management arrangements	<b>REC</b>	The Treasurer to: <ol style="list-style-type: none"> <li>1. Ensure a note is kept of staff hours already spent on KCEPG work</li> <li>2. Present the KCEPG financial arrangements for approval at the Council meeting on the 6<sup>th</sup> March</li> <li>3. Open a separate bank account for KCEPG</li> </ol>
<b>888/16/17</b>	Helme Chase Maternity Unit – NHS Cumbria Clinical Commissioning Groups Decision	<b>RES</b>	The Town Clerk to respond to the Helme Chase Maternity Unit press release by asking if the Clinical Commissioning Group has statistics for how many mothers from out of the area are using the service, how this is monitored and the availability of Helme Chase promoted, and can this information be updated periodically by the Group.
<b>889/16/17</b>	Lakes Line Feasibility Study	<b>RES</b>	<ol style="list-style-type: none"> <li>1. The Town Clerk to seek clarification from the User Group on: <ul style="list-style-type: none"> <li>• how much Kendal would benefit as it appears to be under-represented in the Study brief and the Council would expect greater emphasis on the town and its community;</li> <li>• whether Kendal BID and the Chamber of Commerce have been requested to support the study; and</li> <li>• how much has been raised from sponsors to date.</li> </ul> </li> <li>2. A fuller detailed discussion take place at the Environment &amp; Highways Committee meeting in April when representatives of the Lakes Line User Group will be present.</li> </ol>
<b>889/16/17</b>	Lakes Line Feasibility Study	<b>REC</b>	That Council be recommended to set aside £2,000 in the Development Fund, if there are sufficient underspendings in the 2016/17 Council Budget, so that funding will be available to allow the Council to consider a contribution to the Lakes Line Feasibility Study.

<b>889/16/17</b>	Lakes Line Feasibility Study	<b>RES</b>	The Environment & Highways Committee consider referring the responses from Northern and Rail North to SLDC's Scrutiny Committee at their next meeting in April.
<b>889/16/17</b>	Car parking at Oxenholme Station	<b>RES</b>	<ol style="list-style-type: none"> <li>1. The Town Clerk to write to Planning at SLDC regarding the possible use of CIL monies to fund car parking at a suitable site near Oxenholme Station.</li> <li>2. The Town Clerk to write to Virgin Trains, stating that the Council's aspirations are for more capacity and cheaper parking, also they should promote use of Lakes Line so that residents in the centre of Kendal don't need to drive to Oxenholme.</li> </ol>
<b>890/16/17</b>	Equality and Diversity Training	<b>RES</b>	The Town Clerk to assess who needs the training and report back to the Management Committee at the next meeting.
<b>893/16/17</b>	Council Secretary	<b>REC</b>	<ol style="list-style-type: none"> <li>1. That the Council Secretary move up the pay scale by one spinal point following her annual appraisal.</li> <li>2. That the Council Secretary be paid 8.55 additional hours and continue to log her working hours with overtime payment being considered every 6 months.</li> </ol>
<b>894/16/17</b>	Correspondence	<b>RES</b>	That the Committee notes that correspondence from an individual to the Council has been referred to the Police, who would be attending the March Council meeting.
<b>897/16/17</b>	AOB – Flooding workshop	<b>RES</b>	That the Treasurer reserves a second place on the flooding workshop on Wednesday 8 <sup>th</sup> March.
<b>898/16/17</b>	AOB – Invitation to an event run by the Environment Agency	<b>RES</b>	The Treasurer pass the invitation to the Environment Agency event in London to Ms Maggie Mason.

## KENDAL TOWN COUNCIL

### **Kendal Community Emergency Plan Group (KCEPG) Administrative Support: Management Arrangements**

*(To be agreed by exchange of letters)*

#### **Terms of Agreement**

1. KTC will act as the accountable body, to receive all income on behalf of the Group and to make all payments on its behalf. Income will be kept in a restricted fund and only used to further the aims of the Group. The Council's responsibility will be limited to administering properly authorised transactions on behalf of the Group and it will not have any liability for expenditure incurred by the Group which exceeds its income. The Council, as far as it is able, will ensure that the Group's funds are spent in accordance with any criteria set out in agreements with its funders, however it will not be responsible for meeting any targets specified in those agreements.
2. The Group's transactions will be administered on the same basis as those for KTC, ie following KTC approval and authorisation procedures, however invoices and other demands for payments will be approved by the Group's Chairman and counter-signed by the Town Clerk or Treasurer.
3. KTC will open a separate bank account in the name of the Group; authorised signatories will match KTC's own banking arrangements.
4. Paid staff will be employed on the terms and conditions applying to the Council's employees and paid on the Council's payroll. Such staff will be jointly managed by KTC and the Group, with the Group Chairman having day to day operational responsibility for their workload. Salary and related costs will be invoiced to the Group by KTC and will be payable by the end of each month.
5. The Council will consider, and endeavour to meet, reasonable demands from the Group for accommodation for the Group's staff. This will be the subject of a separate agreement and may be subject to a charge.
6. The Town Treasurer will prepare a monthly statement of income and expenditure for the Group and will forward a copy of the bank statement to the Chairman. Annual accounts will be prepared by the Town Treasurer, who will arrange for their independent examination. The Town Council will meet the reasonable costs of that examination.
7. The Council will insure the risks of the Group, wherever possible, within its own insurance cover; where this is not possible, the Group will be required to arrange satisfactory adequate insurance in its own name.

8. The Group's Chairman will promptly notify the Town Council of any circumstances which would result in a fundamental change to the operation of the Group or its financial arrangements with the Town Council.
9. This agreement will expire on the termination of the funding arrangements with the Group's funders or on the dissolution of the Group. In the event of dissolution, any remaining funds after meeting any debts, liabilities and required return of monies to funders, will be distributed as set out in the Group's Constitution.

March 2017

# KENDAL TOWN COUNCIL

## Allotments Committee

**Monday 12<sup>th</sup> December 2016 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Keith Bracey (Vice Chair), Clare Feeney-Johnson, Paul Bramham and Jon Robinson.
- APOLOGIES** Councillor John Veevers (Chair) Sheila Farren (Site Rep)
- OFFICERS** Janine Holt (Assistant to the Town Clerk), John Belshaw (Town Handyperson).
- 686/16/17 PUBLIC PARTICIPATION**  
**None**
- 687/16/17 DECLARATIONS OF INTEREST**  
The Vice Chair, Councillor Keith Bracey, declared an interest in any item relating to the Natland Road site due to the fact that he holds an allotment tenancy on that site.  
  
Councillor J Robinson, declared an interest in any item relating to the Greenside site due to the fact that he holds an allotment tenancy on that site.
- 688/16/17 MINUTES OF THE MEETING HELD ON 26<sup>th</sup> SEPTEMBER 2016**  
  
The Chairman presented the minutes of the meeting held on 26<sup>TH</sup> September 2016, which had been approved by full Council on 7<sup>th</sup> November 2016.
- RESOLVED** That the minutes of the meeting of the Committee held on 26<sup>th</sup> September 2016 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 689/16/17 Town Handyperson Update (405/16/17)**  
Castle Hags Ext - the Town Handyperson reported that the work on Castle Hags Ext had been successfully completed.  
Greenside – the Town Handyperson reported that the he was awaiting a start date from the contractor to repair the wall. The Assistant to the Town Clerk reported that she has contacted the plot holder to inform them of the proposed repair, she will contact them again to confirm the start date.
- RESOLVED** The repair work on Castle Hags Ext has been successfully completed.  
The Town Handyperson is awaiting a start date from the contractor for the wall repair at Greenside.

**690/16/17****PROJECT UPDATE**

The Assistant to the Town Clerk reported that she and the Town Handyperson had undertaken visits on the 7<sup>th</sup> December and that there was a number of people who would be terminated in response to the site visits.

The Assistant to the Town Clerk has drafted the newsletter, annual invoices and has been working on a solution to email the invoices. The Assistant to the Town Clerk is anticipating some teething problems with the new email circulation but accepts that it is part of the course.

Due to the time of year, the Assistant to the Town Clerk is expecting a number of vacancies and work will start after the 31<sup>st</sup> January 2017 to fill those vacancies.

The Town Handyperson reported that he is working through his maintenance schedule that has been previously circulated.

Councillor Keith Bracey thanked the Assistant to the Town Clerk and the Town Handyperson for all their hard work this year.

**RESOLVED**

The Assistant to the Town Clerk has circulated the annual invoices via post and email. The payments will be processed and the database updated.

The Town Handyperson is working through his maintenance projects during the quieter Winter months.

**691/16/17****SITE REPS MEETING**

The Assistant to the Town Clerk reported that there hadn't been a meeting.

**RESOLVED**

It was noted that there was no site reps meeting.

**692/16/17****ITEMS FOR NEWSLETTER**

The Committee agreed to put an article to highlight the allotments competition.

**RESOLVED**

The Assistant to the Town Clerk would include an article in the newsletter on the allotments competition.

**693/16/17****FINANCIAL STATEMENT**

The Committee noted the contents of the statement.

**RESOLVED**

The contents of the financial statement were noted.

**694/16/17****ANY OTHER BUSINESS****Town Council Van**

It was agreed that a further two quotes would be sought for a replacement van.

**RESOLVED**

Councillor John Veevers is to seek another two quotes for the replacement van.

**695/16/17****Bird Flu**

The members discussed the recent flu advice. As an additional communication forum it was agreed that Councillors who have access to social media would highlight it on there.

**RESOLVED**

Councillors who utilise social media will circulate the link from Defra relating to Bird Flu guidance.

**DATE OF NEXT MEETING**

13<sup>th</sup> March 2017

The meeting closed at 7.30pm.

**Summary of Information, Resolutions and Recommendations to Council**

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>689</b>	Town Handyperson update	<b>RES</b>	The repair work on Castle Hags Ext has been successfully completed.
<b>690</b>	Project Update	<b>RES</b>	The Assistant to the Town Clerk has circulated the annual invoices via post and email. The payments will be processed and the database updated.  The Town Handyperson is working through his maintenance projects during the quieter Winter months.
<b>691</b>	Site Reps Meeting	<b>RES</b>	It was noted that there was no site reps meeting.
<b>692</b>	Items for Newsletter	<b>RES</b>	The Assistant to the Town Clerk would include an article in the newsletter on the allotments competition.
<b>693</b>	Financial Statement	<b>RES</b>	The contents of the financial statement were noted.
<b>694</b>	Town Council Van	<b>RES</b>	Councillor John Veevers is to seek another two quotes for the replacement van.
<b>695</b>	Bird Flu	<b>RES</b>	Councillors who utilise social media will circulate the link from Defra relating to Bird Flu guidance.

# KENDAL TOWN COUNCIL

## Audit, Grants and Charities Committee

**Monday 30<sup>th</sup> January 2017 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Paul Bramham, Geoff Cook and David Evans
- In the absence of the Committee Chairman, Councillor Evans chaired the meeting.
- APOLOGIES** Councillors Andy Blackman and Guy Tirvengadam
- OFFICERS** Jack Jones (Town Treasurer) and Hazel Belshaw (Temporary Council Secretary)
- 825/16/17 PUBLIC PARTICIPATION**
- None.
- 826/16/17 DECLARATIONS OF INTEREST**
- None.
- 827/16/17 MINUTES OF THE MEETING HELD ON 31<sup>st</sup> OCTOBER 2016**
- Councillor Evans presented the minutes of the meeting held on 31<sup>st</sup> October 2016, which had been approved by full Council on 21<sup>st</sup> November 2016.
- RESOLVED** That the minutes of the meeting of the Committee held on 31<sup>st</sup> October 2016 be accepted as a correct record. The Treasurer highlighted that the additional money invested with the Cumberland will be repaid in February.
- 828/16/17 MATTERS ARISING (Not on Agenda)**
- None
- 829/16/17 BUDGETARY CONTROL STATEMENT – NINE MONTHS ENDED 31 DECEMBER 2016**
- The Treasurer presented a report on the Council's financial position as at 31<sup>st</sup> December 2016, providing figures showing actual income and expenditure against the expected portion of the budget for the period, together with a commentary on variances. The overall position was favourable, with a substantial net underspending of approximately £39,129.
- The Treasurer highlighted the following points from the report:
- Kendal in Bloom Committee** – underspend from budget to be allocated to the Pollinator Project.
- Christmas Lights & Festivals** – underspend will be used to repair or replace existing installations or invest in new ones.

**Development Fund** – it is hopeful that the Maudes Meadow Project will go ahead early in 2017/18.

**Management Committee** – An overspend on staff salaries, (£5,680) which had been expected. This was due to a number of factors; the Project Manager's increase in working hours, pension contributions for the Town Handyperson and for the Treasurer to review Financial Regulations. The Committee has resolved that the larger issues continue and that the increased expenditure for the year should be met from underspending elsewhere.

Underspendings on Supplies & Services and IT & Website are likely to reduce as the year progresses; the opportunity will be taken to review IT requirements before 31 March.

## RESOLVED

That the report be noted.

## 830/16/17

### REVIEW OF RISK ASSESSMENTS

The Treasurer presented the review. The Council has an ongoing contract with Moorepay, which includes two site visits per annum from a specialist in Health and Safety. He did an intensive review of procedures. He highlighted some changes in legislation and best practice but also areas that have been missed. Some of the actions he highlighted are to be done in February and March. He is coming back next week to look at the garage. We have had a periodic electrical check done on the garage which included PAT testing all equipment, this lasts for 5 years. There was a discussion on whether it is our responsibility as the garage is rented but it was concluded it was.

A few areas were highlighted from the review:

**Manual handling** risks are scattered throughout the report (office, garage and allotments) so we have brought these items together.

**COSHH** – Assessments to be completed on the new format documentation. Councillor Bramham highlighted that the disposal of hazardous substances should be added to the review. The Treasurer to check with the Town Handyperson and build it into the point.

**Fire** – Obtain the fire drill procedure from SLDC. Councillor Cook highlighted the need for a fire drill at each Committee meeting and not just at full Council.

**Display screen equipment** – New format DSE risk self-assessments to be implemented.

**Driving** – Include a bulk head in specification for the new van.

**Walking Festival** – Risk assessment required.

**Business continuity** – We have written an assessment for this.

**RESOLVED** Committee reviewed the Risk Assessments and authorised the Treasurer to sign the assessments.

**RECOMMENDATION** That the risk assessments be forwarded to full Council for approval.

**831/16/17**

**GRANT APPLICATIONS**

The Treasurer reported that there is £2,869 available for the current year.

This could be used to make the following advance payments of grants which have already been approved for 2017/18:

	£
Rotary Club of Kendal	1,000
1127 Squadron (Kendal) Air Training Corps	900
Kendal Rinteln Association	500
Great North Air Ambulance	250
Kendal & District Lions Club	150
Abbot Hall Bowling Club	50
	2,850

**RECOMMENMDATION** That advance payment of the identified 2017/18 grants be made in March 2017 from the 2016/17 Budget

Looking at 2017/18, there is currently £4,762 available, which would increase to £7,612 if the advance payments are approved.

**1. Dance Ability**

This is a small organisation providing weekly dance classes for adults with learning difficulties at The Brewery Arts Centre. They have requested £100 towards the hire of The Brewery. They do not have a company bank account so it was proposed to pay an invoice from the Brewery on their behalf.

**RECOMMENDATION** That a grant of £100 be awarded.

**2. Dignity in Dementia**

Their aim is to enhance the dignity of people living with dementia and their caregivers in South Cumbria. It has applied for a grant of £1,200, which is the full cost of running a 10 hour care programme (over a five week period) in Kendal.

It was highlighted that the courses are run in Kendal but not solely for Kendal residents. The Committee suggested that the Treasurer seek advice from Councillor Clare as champion of making Kendal a 'Dementia Friendly Town'. The application would then be referred to the next meeting on 27<sup>th</sup> April 2017.

**RESOLVED**

The Treasurer to refer to Councillor Clare and raise again at the next meeting on 27<sup>th</sup> April.

**3. Kendal Town Ladies Football**

The Ladies Football team has been invited to play in Rinteln as part of celebrations for the 25th Anniversary of the twinning charter. It has applied for a grant of £500 towards the estimated cost of £4,500 for up to 20 individuals, 9 of whom are in fulltime education. Funding was also being sought from the Kendal Rinteln Association.

**RECOMMENDATION**

That, in view of the demands on the Council's grants budget, a grant equal to that offered by the Kendal Rinteln Association be awarded, up to a maximum of £300.

**832/16/17****SCHOOLS OF SCIENCE AND ART CHARITY**

The Treasurer presented a request from a resident of Mansergh for funding of a course at Kendal College.

**RECOMMENDATION**

That, in view of the limited funds available to the Charity and the likelihood that many other students could request funding for similar courses, no grant be awarded.

**833/16/17****ITEMS FOR THE NEWSLETTER**

The Treasurer had forwarded some information for this to Councillor Clare.

**834/16/17****ANY OTHER BUSINESS**

None

**835/16/17****DATE OF NEXT MEETING**

The date of the next meeting was agreed as Thursday 27<sup>th</sup> April 2017.

The meeting closed at 8.04pm.

**Summary of Information, Resolutions and Recommendations to Council**

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>827/16/17</b>	<b>MINUTES OF THE MEETING HELD ON 31<sup>st</sup> OCTOBER 2016</b>	<b>RES</b>	That the minutes of the meeting of the Committee held on 31 <sup>st</sup> October 2016 be accepted as a correct record.
<b>829/16/17</b>	<b>BUDGETARY CONTROL STATEMENT</b>	<b>RES</b>	That the report be noted.
<b>830/16/17</b>	<b>REVIEW OF RISK ASSESSMENTS</b>	<b>RES</b>	Committee reviewed the Risk Assessments and authorised The Treasurer to sign the assessments.
		<b>REC</b>	Forward to full Council for approval.
<b>831/16/17</b>	<b>GRANT APPLICATIONS</b>	<b>REC</b>	That advance payment of the identified 2017/18 grants be made in March 2017 from the 2016/17 Budget
<b>831/16/17</b>	<b>GRANT APPLICATIONS Dance Ability</b>	<b>REC</b>	That a grant of £100 be awarded.
<b>831/16/17</b>	<b>GRANT APPLICATIONS Dignity in Dementia</b>	<b>RES</b>	The Treasurer to refer to Councillor Clare and raise again at the next meeting on 27 <sup>th</sup> April.
<b>831/16/17</b>	<b>GRANT APPLICATIONS Kendal Town Ladies Football</b>	<b>REC</b>	That, in view of the demands on the Council's grants budget, a grant equal to that offered by the Kendal Rinteln Association be awarded, up to a maximum of £300.
<b>832/16/17</b>	<b>SCHOOLS OF SCIENCE AND ART CHARITY</b>	<b>REC</b>	That, in view of the limited funds available to the Charity and the likelihood that many other students could request funding for similar courses, no grant be awarded.
<b>835/16/17</b>	<b>DATE OF NEXT MEETING</b>	<b>INFO</b>	The date of the next meeting was agreed as Thursday 27 <sup>th</sup> April 2017.

# KENDAL TOWN COUNCIL

## Planning Committee

**Monday 6<sup>th</sup> February 2017 at 6.30 p.m.**

**in the SLDC Chairman's Room, the Town Hall, Kendal**

- PRESENT** Councillors Jon Robinson (Chair), Austen Robinson (Vice Chair), Alvin Finch, Lynne Oldham and Kath Teasdale
- APOLOGIES** Councillor Keith Hurst-Jones
- OFFICERS** Hazel Belshaw (Temporary Council Secretary)
- 836/16/17 PUBLIC PARTICIPATION**  
None
- 837/16/17 DECLARATIONS OF INTEREST**  
None
- 838/16/17 MINUTES OF MEETING HELD ON 23<sup>RD</sup> JANUARY**
- Members considered the minutes of the Committee meeting held on 23<sup>rd</sup> January.
- Councillor Teasdale proposed that the minutes be accepted as a correct record. This was seconded by Councillor Oldham and carried unanimously.
- RESOLVED** That the minutes of the meeting held on 23<sup>rd</sup> January be accepted as a correct record, and signed by the Chair.
- 839/16/17 MATTERS ARISING**  
Councillor J Robinson confirmed the Draft Development Management Policies DPD response had been sent to SLDC via the Town Clerk.
- 840/16/17 PLANNING APPEAL UNDER SECTION 78 OF THE TOWN AND COUNTRY PLANNING ACT 1990**
- SL/2016/0352 – 10 Ruskin Close, Kendal  
SL/2016/0548 – Ferndene, Caroline Street, Kendal
- Members of the Committee noted the Planning Inspectorate had dismissed the appeals in respect of the above properties.
- RESOLVED** That the Appeal Decisions for 10 Ruskin Close and Ferndene, Caroline Street, Kendal be noted.
- 841/16/17 ANY OTHER BUSINESS**  
Councillor A Robinson asked if The Town Clerk could circulate a copy of the SLDC's Draft Development Management Policies Consultation to all Councillors.

**RESOLVED** The Town Clerk to email all Councillors a copy of the response.

**842/16/17** A member of the public brought in some information on the British Home Awards for the Planning Committee to discuss. Councillor J Robinson suggested the document is taken by the Committee to be added to the agenda for the next meeting on 20<sup>th</sup> February 2017.

**RESOLVED** The Committee to review the British Home Awards information prior to the next meeting and for the item to be added to the agenda.

**843/16/17** Councillor Teasdale highlighted a letter written by a member of the public to the Westmorland Gazette regarding how disappointed they were with the design of the Strawberry Fields development. Quote: *The planners and developers of this site missed a great opportunity to ensure people arriving to the Lake District from Oxenholme Station received a wonderful impression of an interesting country town.*

**844/16/17** **PLANNING APPLICATIONS**

Members considered Planning Applications submitted for consultation purposes by the local planning authority, South Lakeland District Council.

**RESOLVED** That having considered the applications outlined in the schedule, the recommendations in Appendix I attached to these minutes be made to South Lakeland District Council.

The meeting ended at 7.02pm

Signed .....

Dated .....

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA 0042	<b>The New House, Chapel Close, 8 Cliff Terrace, Kendal</b> Paint rendering (Retrospective)	16.02.2017	<b>Approve</b>
2	FPA 0032	<b>Ground Floor, 20 Beacon Buildings, Yard 23, Stramongate, Kendal</b> Change of use from B1 (Business use: Office) to mixed use B1 and D1 (Non-residential institutions: Clinics)	13.02.2017	<b>Approve</b>
3	FPA 1169	<b>14 Hayfell Avenue, Kendal</b> First floor extension over existing attached garage, single storey rear extension & alterations to driveway.	10.02.2017	<b>Approve</b> - providing not un-neighbourly
4	FPA 0012	<b>3 Prospect Terrace, Kendal</b> Replacement front door.	07.02.2017	<b>Approve</b>
5	FPA 1061	<b>Queen Katherine School, Appleby Road, Kendal</b> Single storey changing room extension	07.02.2017	<b>Approve</b>

# KENDAL TOWN COUNCIL

## Planning Committee

**Monday 20<sup>th</sup> February 2017 at 6.00 p.m.**  
**in the Mayor's Parlour, the Town Hall, Kendal**

- PRESENT** Councillors Jon Robinson (Chair), Austen Robinson (Vice Chair), Kath Teasdale and Graham Vincent
- APOLOGIES** Councillors Lynne Oldham and Alvin Finch
- OFFICERS** Hazel Belshaw (Temporary Council Secretary)
- 869/16/17 PUBLIC PARTICIPATION**  
None
- 870/16/17 DECLARATIONS OF INTEREST**  
None
- 871/16/17 MINUTES OF MEETING HELD ON 6<sup>TH</sup> FEBRUARY 2017**
- Members considered the minutes of the Committee meeting held on 6<sup>th</sup> February 2017.
- Councillor Teasdale proposed that the minutes be accepted as a correct record. This was seconded by Councillor A Robinson and carried unanimously.
- RESOLVED** That the minutes of the meeting held on 6<sup>th</sup> February be accepted as a correct record, and signed by the Chair.
- 872/16/17 MATTERS ARISING**  
None
- 873/16/17 PLANNING APPEAL UNDER SECTION 78 OF THE TOWN AND COUNTRY PLANNING ACT 1990**  
SL/2016/0314 – The Old Woodyard, High Tenterfell, Kendal
- RESOLVED** That the appeal for The Old Woodyard, High Tenterfell, Kendal had been noted.
- 874/16/17 BRITISH HOME AWARDS**  
Mr Graham Harrison will speak about the British Home Awards at the next meeting on Monday 6<sup>th</sup> March.
- 875/16/17 ANY OTHER BUSINESS**  
None
- 876/16/17 PLANNING APPLICATIONS**
- Members considered Planning Applications submitted for consultation purposes by the local planning authority, South Lakeland District Council.

**RESOLVED**

That having considered the applications outlined in the schedule, the recommendations in Appendix I attached to these minutes be made to South Lakeland District Council.

The meeting ended at 7.20pm

Signed .....

Dated .....

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA 0044	<b>34 Natland Road, Kendal</b> Detached garage and bay window alterations	21.02.2017	<b>Refuse</b>  Concerns about garage: <ul style="list-style-type: none"> <li>• unneighbourly - close proximity to adjacent dwelling</li> <li>• too high close to adjacent dwelling</li> <li>• potential use as a business premises</li> </ul>
2	FPA 0062	<b>59 Castle Street, Kendal</b> Installation of replacement UPVC casement window	21.02.2017	<b>Approve</b>  Providing they are timber windows and not UPVC as stated in the covering letter
3	FPA 0046	<b>13 Kent Court, Kendal</b> Use of manager's flat as sheltered apartment for elderly persons	21.02.2017	<b>Approve</b>
4	FPA 0045	<b>96 Helmside Road, Oxenholme</b> Single storey rear extension	21.02.2017	<b>Approve</b>
5	FPA 0067	<b>16 Wray Crescent, Kendal</b> Two storey side extension with rear dormer window and detached garage	22.02.2017	<b>Approve</b>  Providing the dormer window and the garage are not unneighbourly
6	FPA 0519	<b>Land to the south of Lumley Road, Kendal</b> Erection of 110 dwellings and associated infrastructure and landscaping and discharge of condition 9 (surface water drainage) attached to outline permission	24.02.2017	<b>Refuse</b>  (see below)
7	FPA 1149	<b>Home Bargains, 36-38 Highgate, Kendal</b> Installation of rail protection to flat roof at point of access and external air conditioning units	24.02.2017	<b>Approve</b>

8	FPA 1146	<b>49 Windermere Road, Kendal</b> Replacement of first floor windows on front elevation with UPVC sliding sash, replacement front door with composite panel, replacement of downpipe with black UPVC pipework	27.02.2017	<b>Refuse</b>  Inappropriate materials in a conservation area
9	FPA 0098	<b>61 Jenkin Rise, Kendal</b> First floor rear extension over existing kitchen and single storey rear extension	01.03.2017	<b>Approve</b>
10	FPA 0043	<b>11 Longpool, Kendal</b> Replacement UPVC door and windows, installation of flood barrier to front door recess and rendering rear chimney	01.03.2017	<b>Refuse</b> <ul style="list-style-type: none"> <li>• Inappropriate materials in a conservation area</li> <li>• particularly concerned with the material of the flood barrier in prominent location</li> </ul>
11	FPA 1170	<b>Queen Katherine School, Appleby Road, Kendal</b> Key stage 3 building and new parking area		<b>Approve</b>

**FPA SL/2016/0519 - Land to the south of Lumley Road, Kendal****Refuse:**

- Previous comments made still stand

## Particularly concerned about:

- insufficient evidence that on and off site surface water adequately dealt with in high flow or sustained heavy rainfall
- most surface water directed to storage pond where some would have flowed a different way onto A6 reducing flow at culvert
- insufficient on site surface water infiltration
- flooding risk to adjacent properties – Helsington Laithes, Kent Park
- limiting factors off site out of control of applicant – access for stream across private land, restricted culvert size under A6, potential lack of culvert grid maintenance
- potential sewage contamination to the south of the site if pumping station disrupted or flooded sewer or to Kents Park if sewer capacity exceeded
- affordable housing not scattered across the site

Attention Town Treasurer  
Kendal Town Council  
Town Hall  
KENDAL LA9 4DL

23<sup>rd</sup> February 2017

Dear Sir,

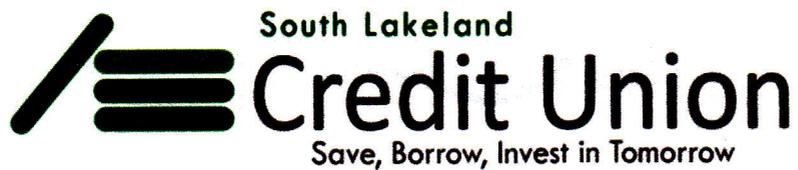
I apologise sincerely for not having been in touch with you much earlier to introduce myself as the Chair of South Lakeland Credit Union, a position I accepted following the resignation of our previous Chair, Stuart Pate.

The South Lakeland Credit Union (SLCU) received approval to operate from the regulatory authorities in August 2015. Unfortunately the development of the SLCU encountered many difficulties, progress was very slow and the Board concluded in August 2016 that it would seek to merge with EdenSave Credit Union. In November and December 2016 the members of the SLCU unanimously approved a resolution to merge and in January 2017 the regulatory authority gave approval to the merger.

Action is now underway to finalise the detailed work to establish the new company, Eden and South Lakeland Credit Union (ESLCU). It is anticipated that the new company will be fully operational by early April 2017 with a service point established in Kendal at that time. The intention is to quickly develop further service points in Kendal and South Lakeland from that time based on the experience gained.

In your letter dated the 10<sup>th</sup> April 2014 addressed to Mr Peter Bowker you informed the SLCU that the Kendal Town Council offered to provide a grant towards the establishment and running costs for a period of 3 years at £3000 pa. Following the receipt of regulatory approval the SLCU very much appreciated the receipt of £3000 on the 16<sup>th</sup> November 2015.

The Board of the SLCU very much hopes that the Kendal Town Council will feel it appropriate to continue with the level of support even though there has been a change in the way that the credit union service in Kendal and South Lakeland will be provided. It is stressed that from a customer point of view there will be no change and indeed the long term sustainability of the credit union will be enhanced.



I am very happy to provide any further information you require and/or available to meet with you at your office.

Yours sincerely

A handwritten signature in black ink, appearing to read "Bill Broekhuizen", written in a cursive style.

**Bill Broekhuizen**

**Chair South Lakeland Credit Union**

**Mobile 07753 747488**

**[info@southlakelandcu.org.uk](mailto:info@southlakelandcu.org.uk)**

Authorised by the Prudential Regulation Authority and regulated by the Financial Control Authority and the Prudential Regulation Authority. FRN 631342

c/o South Lakes Housing, Bridge Mills Business Centre, Stramongate, Kendal LA9 4BD

## KENDAL TOWN COUNCIL

## January 2017 - Bank Payments

Date	Ref	Details	Net £	VAT £	Total £
12/01/2017	OL 11931	Youdells - Framing Friendship Charter	29.00	-	29.00
12/01/2017	OL 11932	S Richardson - Refund of Deposit, Allotment Rent	26.00	-	26.00
12/01/2017	OL 11933	ST John Ambulance - Attendance, Lights Switch On	270.40	54.08	324.48
12/01/2017	OL 11934	Horton Landscaping - Additional winter planting	1,670.00	334.00	2,004.00
12/01/2017	OL 11935	Kendal Goldsmiths - Hasps for Mayor's chain	104.16	20.84	125.00
12/01/2017	OL 11936	Lound Road Garage - Fuel for van	73.92	14.78	88.70
12/01/2017	OL 11937	Bluefin - Insurance for van	408.85	-	408.85
12/01/2017	OL 11938	Kendal Office Equipment - Stationery	10.95	2.19	13.14
12/01/2017	OL 11939	Andrew Briggs Groundworks - Improvements, Castle Haggs Extension	1,600.00	320.00	1,920.00
12/01/2017	OL 11940	The MOT Centre - Van MOT and service	203.28	31.66	234.94
12/01/2017	OL 11941	Travis Perkins - Allotment Supplies	44.76	8.95	53.71
12/01/2017	OL 11942	Tech 4 - Printing/photocopying	143.95	28.79	172.74
12/01/2017	OL 11943	SLDC - Provide wifi access to Mayor's Parlour	707.19	141.44	848.63
20/01/2017	OL 11944	Net Pay - January 2017	8,165.42	-	8,165.42
26/01/2017	OL 11945	Cllr L Oldham - Homebase vouchers for KIB competition	100.00	-	100.00
26/01/2017	OL 11945	Cllr L Oldham - Rail fare, two representatives, BiB Conference, Nottingham	133.00	-	133.00
26/01/2017	OL 11945	Cllr L Oldham - Accommodation, two rooms, BiB Conference, Nottingham	148.50	29.70	178.20
26/01/2017	OL 11946	South Lakeland Action on Climate Change - Pollinator project	1,800.00	-	1,800.00
26/01/2017	OL 11947	Swifts in the Community - Contribution to Swifts Project	710.00	-	710.00
30/01/2017	OL 11948	R A Rothwell - Repairs to Garage panelling	192.00	-	192.00
30/01/2017	OL 11949	C T Hayton - Allotment supplies	45.03	9.01	54.04
30/01/2017	OL 11950	C T Hayton - Bolts for Town bench repairs	11.84	2.37	14.21
30/01/2017	OL 11951	Travis Perkins - Allotment supplies	87.84	17.57	105.41
30/01/2017	OL 11952	Travis Perkins - Panelling and primer for Garage	102.10	20.42	122.52
30/01/2017	OL 11953	Cactus Creative - Posters for Oxenholme Station	561.69	112.34	674.03
30/01/2017	OL 11954	Kendal College - Dementia Directory website domain name	9.16	1.84	11.00
30/01/2017	OL 11955	R F Miller - Payroll services	73.00	14.60	87.60
31/01/2017	OL 11956	Cumbria Pension Fund - Superannuation, January 2017	2,094.42	-	2,094.42
31/01/2017	OL 11956A	HMRC - Tax & NI, January 2017	2,072.30	-	2,072.30
31/01/2017	OL 11957	SLDC - Rent, Upstairs Office	569.75	113.95	683.70
23/01/2017	9476	Post Office Limited - Stamps	489.50	-	489.50
03/01/2017	DD/STO	Bromborough Paints via Barclaycard - Paint for Garage panels	126.40	24.90	151.30
03/01/2017	DD/STO	SITA via Barclaycard - Disposal of waste from Allotments	201.62	40.32	241.94
05/01/2017	DD/STO	TalkTalk Business - Broadband	13.91	2.78	16.69
09/01/2017	DD/STO	Barclays Bank - Commission charges (net)	24.29	-	24.29
20/01/2017	DD/STO	Busy Bees - Childcare Vouchers	243.00	-	243.00
20/01/2017	DD/STO	Busy Bees - Charges for Childcare Vouchers	8.51	1.70	10.21
01/01/2017	DD/STO	Grenke Leasing - Downstairs printer/photocopier	114.48	22.90	137.38
26/01/2017	DD/STO	Moorepay - Employer & Health & Safety advice	142.50	22.95	165.45
30/01/2017	DD/STO	EE - Handy Person's phone rental	14.35	2.86	17.21
<b>Total</b>			<b>23,547.07</b>	<b>1,396.94</b>	<b>24,944.01</b>