

KENDAL TOWN COUNCIL

Council Meeting: 3rd April 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 **8.00 p.m.** on **Monday, 3rd April 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 at Kendal Town Council Meetings](http://www/kendaltowncouncil.gov.uk/Statutory%20Information/General/Guidance%20on%20Public%20Participation%20at%20Kendal%20Town%20Council%20Meetings) 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 6TH MARCH 2017 & MATTERS ARISING

To approve the minutes of the meeting held on 6th March (see attached)

4. MAYORS COMMUNICATIONS AND ANNOUNCEMENTS *(see attached)*

5. MANAGEMENT COMMITTEE

To approve the minutes of the meetings held on 20th March (see attached)

6. MAYORALTY & ARTS COMMITTEE

To approve the minutes of the meetings held on 27th February (see attached)

6.1 Review of additional Mayoral duties (ref minute 903/16/17)

That the Mayor cease their involvement with the Mayor of Kendal's Fund for the Aged and Infirm, Abbot Hall Social Centre and Friends of Kendal Parish Church *(see attached)*

7. PLANNING COMMITTEE

To receive the minutes of the meetings held on 6th & 20th March (see attached x 2)

8. ALLOTMENTS COMMITTEE

To approve the minutes of the meetings held on 13th March (see attached)

9. OUTSIDE BODIES – REPORTS FROM COUNCILLORS

- CALC Meeting, 9th March 2017 – Councillor Sutton *(see attached)*

10. KENDAL TOWN COUNCIL NEWSLETTER - EDITOR

11. FINANCIAL MATTERS

- (a) **Bank Payments Schedules: February 2017** (see attached)
- (b) **Invoices over £3,000**
- (c) **Deferral of Tourist Information Centre Grant (ref 740/16/17 Jan Council)**

12. 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]*

13. STAFFING MATTERS [Paragraph 1]

- Update on Kendal Community Emergency Planning Group Administrator recruitment

14. 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, 6th March 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 Vincent, G Cook, P Bramham, J Brook, C Feeney-Johnson, J Veevers, G Archibald, D Evans, S Evans, A Finch, M Severn, L Oldham, A Blackman, K Bracey, J Robinson, R Sutton, K Teasdale and J Owen.
- APOLOGIES** Councillors T Clare, S Emmott, G Tirvengadam, C Hardy, C Hogg and R Hogg
- OFFICERS** Liz Richardson (Town Clerk), Jack Jones (Town Treasurer) and Hazel Belshaw (Temporary Council Secretary)
- 921/16/17 PUBLIC PARTICIPATION**
None
- 922/16/17 DECLARATIONS OF INTEREST**
None
- 923/16/17 MINUTES OF COUNCIL MEETING HELD ON 6th FEBRUARY 2017**
- Members considered the minutes of the meeting of full Council held on 6th March 2017.
- Councillor Feeney-Jones 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 abstentions.
- RESOLVED** That the minutes of the Council meeting held on 6th February 2017 be approved as a correct record and signed by the Chairman.
- 924/16/17 PRESENTATION OF THE 2016 WAINWRIGHT AWARD**
- The Chair congratulated the Award Winner Shirley Gilpin and presented her with the 2016 Wainwright Award. Shirley was nominated by Roy Slack for her work with the Family Drop-in Centre in recognition of her devotion to the centre. Her nomination was supported by Councillor Brook. Unfortunately Roy Slack was unable to attend but a representative from the centre, Claire Woolgar, was present. Shirley expressed her thanks for the award and commented that she was extremely overwhelmed. She thanked various people including everyone from the Drop-in Centre for their support, Councillor Brook, who has helped with much needed funds for the centre, the families for letting Shirley into their personal lives so she can help and support them, Sandgate School, who have supported the group and let them use their venue. Finally she thanked her own family for their great support.

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**925/16/17 QUARTERLEY POLICE REPORT FROM CUMBRIA
CONSTABULARY – SERGEANT SUZANNE SCOTT O’NEILL &
INSPECTOR PAUL LATHAM**

Sergeant Suzanne O’Neill and Inspector Paul Latham presented the quarterly police report which had been previously circulated.

Councillor Feeney-Johnson raised her concerns around the number of arson attacks. Sergeant Scott O’Neill confirmed that the number of criminal damage and arson attacks are a combined figure, so not all are arson attacks.

Councillor S Evans raised the question regarding the drugs figures and how January 2016 compared to January 2017. Sergeant Scott O’Neill confirmed they have had some marked success with arrests although they heavily relied on witnesses. In their experience the problems seem to start in cities and migrate down to towns and villages.

Councillor Veevers raised the question regarding the spate of vandalism to Kendal Town Council planters in the town. He asked if the police use and review the CCTV footage. Sergeant Scott O’Neill was not aware of the incident in question although they are aware of a number of youths causing vandalism in the town and are taking action. She confirmed the CCTV cameras are monitored centrally and when necessary they direct resources to the correct area. They can also review footage at a later date but need incident times. The police also have a list of shops that use CCTV cameras that they can approach for help.

Sergeant Scott O’Neill then talked through the website that enables you to search for crimes in your area and it will also show the progress and results of crime investigations.

Councillor D Evans expressed his appreciation of the effort that is put into producing the figures and wondered if it would be beneficial to also have longer term figures and highlight a particular spike. Sergeant Scott O’Neill confirmed this information is on the website.

Councillor Vincent raised the question of a recent report he had read in a national newspaper regarding a pop up brothel in our area. He wondered if there was any truth in the story as this poses the question of trafficking. Inspector Latham confirmed he had no knowledge of any pop up brothels in Kendal nor was he aware of prostitution in Kendal being a problem. There are national priorities to target modern slavery and part of that is people being forced into the sex trade and child sexual exploitation. Cumbria Constabulary do have strategies in place to target these problems.

Councillor Severn highlighted from the figures that shoplifting seems to have risen. Sergeant Scott O’Neill confirmed it is a number of individuals that they are watching and are looking to tackle the problem. This has improved by shops sharing information with one another.

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926/16/17 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Brook and seconded by Councillor Finch that we move to Part II. This at this point in the proceedings 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*]

927/16/17 CORRESPONDANCE [Paragraph 1]

A discussion took place regarding numerous correspondence received by Councillor from a member of the public. Sergeant Scott O'Neill and Inspector Latham confirmed they were aware of the issue and advised that anyone wanting to speak to them further on the matter make contact directly.

928/16/17 READMISSION OF PRESS & PUBLIC

RESOLVED It was proposed by Councillor Brook and seconded by Councillor Bramham that the press and public be re-admitted for the remainder of the meeting.

929/16/17 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor presented his engagements, which had been previously circulated. He thanked Councillors Clare, Sutton and Blackman for attending engagements when he had been unable to do so. He also gave a warm welcome back to Councillors Oldham and Blackman from their recent trip volunteering in Kenya.

930/16/17 REPORT ON NOMINATIONS FOR MAYOR AND DEPUTY MAYOR 2017/18

The Town Clerk advised that the following nominations for Mayor and Deputy Mayor of Kendal 2017/18 had been received to date:

Councillor Blackman nominated as Mayor - proposed by Councillor Feeney-Johnson and seconded by Councillor Oldham.

Councillor Tirvengadam nominated as Deputy Mayor - proposed by Councillor Coleman and seconded by Councillor Vincent.

Councillor Veevers queried the process of nominations for Deputy Mayor. The Town Clerk confirmed only one nomination had been received by

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herself. She reminded Members that nominations could be made at any point up until the Mayor Making meeting.

931/16/17 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 20th February were presented by the Vice Chair Councillor A Robinson who proposed that they be approved as a correct record. This was seconded by Councillor Cook and carried with one abstention.

RESOLVED That the minutes of the Management Committee meeting held on 20th February be approved as a correct record of the meeting.

Councillor A Robinson then presented the following recommendations of the Committee:

932/16/17 Kendal Community Emergency Planning Group (KCEPG) Management Arrangements (Minute 887/16/17)

That:

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 6th March (already circulated)
3. Open a separate bank account for KCEPG

These arrangements were seconded by Councillor Bramham and carried unanimously.

933/16/17 Lakes Line Feasibility Study (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.

Councillor A Robinson highlighted that further clarity is needed as to how much Kendal would benefit. The recommendation was seconded by Councillor Severn and carried unanimously.

Councillor S Evans reported with ref to minute 897/126/17 that she will be attending the flooding workshop on 8th March.

934/16/17 ALLOTMENTS COMMITTEE

The minutes of the Allotments Committee meeting held on 12th December 2016 were presented by the Vice Chair Councillor Bracey 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 Allotments Committee meeting held on 12th December 2016 be approved as a correct record of the meeting.

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935/16/17 AUDITS, GRANTS AND CHARITIES COMMITTEE

The minutes of the Audits, Grants and Charities Committee meeting held on 31st January 2017 were presented by Councillor D Evans who proposed that they be approved as a correct record. This was seconded by Councillor Finch and carried unanimously.

RESOLVED

That the minutes of the Audits, Grants and Charities Committee meeting held on 31st January be approved as a correct record of the meeting.

Councillor D Evans then presented the following recommendations of the Committee:

936/16/17 Review of risk assessments (Minute 830/16/17)

That the review of risk assessments be forwarded to full Council for approval (already circulated).

Approval was seconded by Councillor Finch and carried unanimously

937/16/17 Grants Applications (Minute 831/16/17)

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

This was seconded by Councillor Severn and carried unanimously

That a grant of £100 be awarded to Dance Ability and a grant of £300 be awarded to Kendal Town Ladies Football team.

This was seconded by Councillor Severn and carried unanimously

938/16/17 Schools of Science and Art Charity (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.

This was seconded by Councillor Bramham and carried unanimously.

939/16/17 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 6th & 20th February 2017 were presented by Councillor J Robinson who asked Council to receive these minutes.

RESOLVED

That the minutes of the Planning Committee meetings held on 6th & 20th February be received.

Councillor S Evans raised concerns regarding the recommended refusal of the flood barrier at a property on Longpool, Kendal (FPA 0043). Councillor J Robinson advised the Committee was concerned with the way the barrier was being attached to the building that made it visible at all times. Flood barriers can be built into the recess, which eliminates this problem.

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Councillor Veevers raised a question regarding the cherry trees on the Lumley Road site (FPA 0519). A resident had asked him how many of the trees would be lost if building went ahead? The Town Clerk recalled it was one or two cherry trees. The Committee recommended refusal of the application so if a revised application comes back to Committee they can raise this question.

FINANCIAL MATTERS

940/16/17

(a) South Lakeland Credit Union

The Treasurer presented the correspondence from the South Lakeland Credit Union regarding their merger with EdenSave Credit Union to become Eden and South Lakeland Credit Union (ESLCU). The new company is expected to be fully operational by early April 2017. The Treasurer confirmed that since receiving the correspondence he had contacted the Credit Union to gain clarity as to when to pay the remaining £6000 grant from KTC.

Councillor D Evans highlighted he was the treasurer of the Credit Union over the years and has recently resigned after the merger of the two unions.

Councillor Veevers raised his concerns that it is not an appropriate use of our money, as it is going to Eden.

Councillor Severn highlighted that this is the only proposal on the table and Councillor Cook commented that there is no other option if we want to have a Credit Union in this area.

Councillor Vincent proposed that we support ESLCU and pay the £6000 grant. This was seconded by Councillor Severn and carried with 3 abstentions.

RESOLVED

That Council support the Eden and South Lakeland Credit Union with the remaining £6000 grant to be paid.

941/16/17

(b) Bank Payments Schedule: January 2017

The Town Treasurer presented the Bank Payments Schedule for January 2017. Approval was proposed by Councillor Cook. This was seconded by Councillor D Evans and carried unanimously.

RESOLVED

That the Bank Payments Schedule for January 2017 be approved.

942/16/17

(c) Invoices over £3,000

The Treasurer reported that there were 5 invoices over £3,000 which required approval as follows:

- Cactus Creative – Design & print promotional leaflets £13,576.00 plus £2,715.20 VAT = £16,291.20

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- Zurich Municipal – Insurance premium 2017/18 - £4,483.87
- Woolfest – Advance payment of 2017/18 grant £3,500.00
- Moonfest – Advance payment of 2017/18 grant £4,100.00

943/16/17

The Treasurer reported that the KCEPG grant of £17,207.05 had been received from Cumbria Community Foundation into the Kendal Town Council main account (ref Management Committee 887/16/17). As per earlier agreement at Council this would be moved into the newly created separate KCEPG account.

Councillor J Robinson proposed that the invoices be paid. This was seconded by Councillor Blackman and carried unanimously.

RESOLVED

That payment of the 5 invoices over £3,000 be approved.

944/16/17**EXCLUSION OF PRESS AND PUBLIC**

It was proposed by Councillor Brook and seconded by Councillor Owen 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*]

STAFFING MATTERS [Paragraph 1]**945/16/17****Council Secretary appraisal and overtime (ref Management Committee Minute 893/16/17)**

The Town Treasurer reported that the annual review for the Council Secretary had been undertaken and informed members that, following satisfactory performance, she was entitled to move up one spinal point on the pay scale.

Councillor Archibald proposed that that the pay award be approved. This was seconded by Councillor Finch and carried unanimously.

The Treasurer reported that the Council Secretary had worked an additional 8.55 hours had been worked over the past seven months. It had been concluded that the hours were not variable enough from the average each month to need a change in the Council Secretary's contract. 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.

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The Treasurer asked for approval of payment of 8.55 hours of overtime to the Council Secretary and the continuation of the current logging of hours and overtime claim system. This was proposed by Councillor Brook, seconded by Councillor J Robinson and carried unanimously.

RESOLVED That the Council Secretary be:
1. Moved up one spinal point on the pay scale and
2. Paid 8.55 hours of overtime and continue to log hours worked with overtime claims being considered every 6 months.

946/16/17 READMISSION OF PRESS & PUBLIC

RESOLVED It was proposed by Councillor Brook and seconded by Councillor Owen that the press and public be re-admitted for the remainder of the meeting.

The meeting ended at 9.33 p.m.

Signature

Date

DATE	TIME	EVENT	VENUE	ATTENDEES	TRANSPORT
MAYORAL ENGAGEMENTS FROM 1 JANUARY 2017				2016-17	CRM
NEW/STILL for CONFIRMATION		Items highlighted in RED indicate PETER to attend/Provide transport		Items	Yellow- Still to notify
2017					
MARCH					
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	
Mon	13/03/2017	For 10am Commonwealth Flag Raising	Kendal Town Hall	Mayor attending	
Mon	13/03/2017	11am Lancaster Canal Regeneration Partnership Photocall to celebrate Funding Success	The Change Bridge - nr Garden Road Off Lound Road Kendal LA9 7EB	Mayor attending	
Fri	17/03/2017	Around late morning(9 .30- mid pm) Rotary Club of Kendal Technology Tournament 18+ Local secondary schools and colleges (3 age groups)	Leisure Centre Burton Road Kendal	Deputy Mayor, Sue 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	
Mon	20/03/2017	11am Hand on Heart Kendal Project - presentation of defibrillator to Sandgate School	Sandgate School	Cllr A Robinson 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	Cancelled
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	
Fri	31/03/2017	6.15pm Pick Up 7.30pm	Mayor of Barrow's Charity Concert - Il Voce	The Forum Barrow in Furness	Mayor & Helen Whittaker attending	

APRIL						
Sat	1 April 2017	7.30pm	Kendal & District Gilbert & Sullivan Society - HMS Pinafore	Kendal Town Hall	Mayor & Son attending	ticket sent 22/3/17
Sat	08/04/2017	6.30pm	Crook Morris in Kendal Hosting - National Dancing England Rapper Tournament	Lakes Leisure Centre Burton Road Kendal	Mayor attending	
Good Friday	14/04/2017 to Sat 15/04/2017	6.00am to 10pm	WGH 40 hour event - 40 years of hospital radio	Bay Trust Studio, Westmorland General Hospital	Mayor Away - not attending	email sent to danny.frith, the mayor & town crier 17/03/2017
Good Friday	14/04/2017	School finishes 3.30	Easter Fair - Easter Bonnet Parade 4 p.m.	Dean Gibson School	Mayor elect & Wife Sue	email sent to A. Blackman 27.4.17 confirmed
Sat	23/04/2017	7pm	Kendal Town Football Club, Sportsman Q & A Evening	Finneys Sports & Social Club, Parkside Road, Kendal	Mayor & Cllr. C. Feeney-Johnson attending	Invitation Form sent 21/3/17 by email
Sun	23/04/2017	2pm	Rotary Club of Kendal - Kendal Community Walk	Kirkbie Kendal School	Mayor attending	
Tues	25/04/2017	10am	SSAFA Forces AGM	George Hotel Penrith	Mayor not attending. Deputy Mayor asked.	email SC 21/3/17
Wed	26/04/2017	6.45pm	Rotary Club of Kendal Annual Dinner	Carus Green Golf Club Burneside Road	Mayor attending	Dep'y Mayor OK to cover
MAY						

Wed	10/5/2017	7-9pm	Vesak Puja - Wesak Celebrations Buddhist New Year celebrations	United Reformed Church Highgate	Deputy Mayor attending	
Tues	16/05/2017	TBC	Out of His Head' Performance by Adrian & Bridget & Searchlight Company	Assembly Room Kendal Town Hall TBC	Mayor shown interest in attending	as this was via the Mayor initially
May 27/05/2017		4 - 5 pm	Kendal Rinteln Ernestinum Band	To Visit Mayors Parlour	Mayor & Simon Attending	
JUNE						
Sat 17/06/2017			Sandylands Res Assoc & Sandlylands Church Summer Fete		Mayor & Sue attending	email rec 17/3/17
Sat 24/06/2017		2.30pm	Centenary of the Rotary Foundation	Blackburn Cathedral	Mayor & Sue attending	M. Duff not required

KENDAL TOWN COUNCIL

Management Committee

Monday 20th March 2017 at 7.30 pm
in The Mayor's Parlour, Town Hall, Kendal

- PRESENT** Councillors Austen Robinson (Vice Chair), Andy Blackman, Stephen Coleman (Mayor), Lynne Oldham, Jon Robinson, John Veevers and Geoff Cook
- Councillors David and Shirley Evans for agenda item 7 - Flooding December 2015.
- APOLOGIES** Councillors Tom Clare, Jonathan Brook and Sylvia Emmott
- OFFICERS** Liz Richardson (Town Clerk), Hazel Belshaw (Temporary Council Secretary)
- 966/16/17 PUBLIC PARTICIPATION**
None
- 967/16/17 DECLARATIONS OF INTEREST**
None
- 968/16/17 ORDER OF BUSINESS**
Councillor A Robinson suggested that the order of business of the agenda be amended to bring forward item 7 (Flooding December 2015 – Issues Relating to Response to the Flooding and this was agreed.
- 969/16/17 FLOODING DECEMBER 2015 - ISSUES RELATING TO RESPONSE TO THE FLOODING**
Councillor A Robinson welcomed Maggie Mason, Chair of North East Kendal Flood Action Group.
- Maggie explained that The North East Kendal Flood Action Group has close links to Sandylands Methodist Church and their Flood Recovery Fund and has worked with Councillors Shirley and David Evans. The aim of the group is to help understand what caused the floods which involves doing lots of lobbying and investigation work.
- She has previous experience from working in the planning field with CCC. Most recently Maggie has worked with Councillor A Robinson to gather information for the Section 19 report. This involved looking into the impact that some developments have had on flooding in Kendal.
- On 26th May 2017 the Environment Agency will be holding an interested groups/bodies meeting from 10am-12pm with an afternoon public drop-in session from 3pm-8pm. Prior to this meeting Maggie is keen to gather together the many groups involved in flood work in the river Kent and Leven catchment to form a collective view point to feedback and getting our independent views and expertise used on official committees. Joe Murray, Chair of Kendal Community Emergency Plan Group (KCEPG) will be involved.

Contact needed to be made with Parish Clerks and Councillors who could also reach local volunteer groups. Councillor Cook suggested involving CALC and the Town Clerk confirmed this was the best way to approach the Parish Council Clerks.

Maggie suggested the meeting be held on 20th April and asked if it was possible to use a room in the Town Hall, as this was a central location. The Town Clerk would investigate availability and prices. She was also keen for Councillors to be involved. Councillor A Robinson offered to help.

RESOLVED

The Town Clerk to approach CALC regarding assistance with contacting Parish Councils and source availability and prices for using the Town Hall as a venue for the flooding groups meeting on 20th April.

970/16/17**MINUTES OF THE MEETING HELD ON 20TH FEBRUARY 2017**

The Chairman presented the minutes of the meeting held on 20th February 2017, which had been approved by full Council on 6th March.

Councillor A Robinson proposed that the minutes be accepted as a correct record. This was seconded by Councillor J Robinson and carried unanimously.

RESOLVED

That the minutes of the meeting of the Committee held on 20th February be accepted as a correct record.

MATTERS ARISING (Not on Agenda)**971/16/17**

Councillor A Blackman confirmed the Great British Litter Picking Event (ref minute 884/16/17) did not happen due to his being away prior but another one is organised in the next few weeks.

972/16/17

Councillor Veevers commented that a member of the public had alerted him to a report on Border TV regarding the Police and Crime Commissioner giving funding for radar speed guns (ref minute 886/16/17).

973/16/17

Councillor Veevers also raised the matter of the tree on Riverside (ref minute 886/16/17) and that the tree is not blocking the view of the castle. The Town Clerk confirmed the Environment and Highways Committee had agreed previously that the tree would be cut down but has since found out that various approvals were required prior and is not confident this would now happen before 31st March.

974/16/17

Councillor Coleman asked if the Committee could feedback to Environment & Highways about KTC taking over the responsibility for the Cumbria County Council benches in town. The Town Clerk confirmed she is still waiting for a definitive list of the benches from Cumbria County Council.

975/16/17 The Town Clerk confirmed there had been no response from Lakes Line Rail Users Group (ref minute 889/16/17) but they are attending the next Environment & Highways meeting.

976/16/17 **URGENT ITEMS OF BUSINESS**
The Town Clerk informed the Committee that the Chair, Councillor Tom Clare has resigned due to health reasons as Chair of the Committee. Councillor A Robinson (Vice Chair) has offered to Chair the meetings until June.

Councillor Veevers proposed that Councillor A Robinson will Chair the Management meetings until June. This was seconded by Councillor Cook and carried unanimously.

RESOLVED That Councillor A Robinson will Chair the Management Committee meetings until June 2017.

977/16/17 **REPORT ON WORK PROGRAMME**

The Town Clerk presented her report on project progress for March 2017 and the following matters were highlighted:

Annual Report – The report has been printed and ready for the Town Assembly on 3rd April. All Chairs are aware they will be speaking. Please let the Town Clerk know in advance if any equipment e.g. projectors are needed.

Joint Projects – Kendal in Bloom and Environment & Highways Committees are busy working on their joint projects. Designs for the bed near the Bird Cage and the one on the corner of Dowker Lane have been commissioned and will go to the Committee for funding consideration. SLDC are looking at the flower beds at Kirkland.

Councillor A Blackman confirmed he was meeting with school Head Teachers this week to get them more involved in Kendal in Bloom.

Rinteln 25th Anniversary Twinning Events – A meeting for the events is happening on Wednesday 22nd March.

Data Projector on the Town Hall – The projector on the Town Hall at Christmas never really worked properly. The manufacturer has been to check it and give a demonstration of how it should work.

Councillor Coleman raised the issue of planning and licencing for the projector. The Town Clerk confirmed that it was in place for 8 weeks over Christmas but we would need to request another licence if we were to use it for other events.

Allotments – The tender for the replacement Town Council van went ahead and the contractor has been selected. Delivery is expected in the next 2 weeks.

Councillor J Robinson asked if the allotments software had been ordered. The Town Clerk confirmed that it had.

Kendal Castle – The project has started and is well under way. The Project Manager is working with the contractor on the interpretation boards.

Kendal Town Council website – The Town Clerk has asked the Project Manager to improve the Kendal Town Council website.

Councillor Coleman had been asked by a member of the public regarding the cost of the Pattern Book publication but could not find any reference on the website. The Town Clerk confirmed she would investigate.

RESOLVED

That the report be noted

978/16/17

UPDATE EQUALITY & DIVERSITY TRAINING FOR COUNCILLORS

The Town Clerk confirmed the Treasurer had contacted all Councillors to ask if they required the training. 11 of 28 Councillors replied with 4 requesting the training. Councillor Coleman suggested liaising with SLDC to see if the 4 Councillors could join in their training session. The Town Clerk also thought it was worth checking if any Officers needed training.

RESOLVED

The Town Clerk to liaise with SLDC regarding joint training and to check with Officers if they would like to be included.

979/16/17

KENDAL WEBSITE SUPPORT ROLE PAYMENT PROPOSAL

The Town Clerk presented a paper from the Project Manager on a proposal to keep the new website up to date. Kendal BID has agreed funding over 3 years for the role at 8 hours per month.

Councillor J Robinson asked if the role was to include all the content changes. The Town Clerk confirmed the work would be done alongside the Project Manager.

Councillor Cook highlighted that Kendal BID and Kendal Futures will also feed into the website.

Councillor Coleman proposed that Kendal Town Council ring-fence the Kendal BID grant and pay monthly itemised invoices supplied by the support role person. This was seconded by Councillor A Robinson and carried with 1 abstention.

RESOLVED

That Kendal Town Council ring-fence the Kendal BID grant and pay monthly itemised invoices supplied by the support role person.

980/16/17

ITEMS FOR THE NEWSLETTER AND FUTURE EDITORSHIP

The Town Clerk confirmed Councillor Clare has stepped down as the editor of the Newsletter for health reasons and asked for volunteers to come forward to take over the editorship.

Councillor Veevers suggested using an Officer within Kendal Town Council. The Town Clerk said it was an option and the Project Manager was best placed to take over but this would reduce her time on projects.

Councillor Coleman wanted to express his thanks to Councillor Clare for all his work on the Newsletter and suggested it was worth approaching all Councillors in the first instance.

RESOLVED

The Town Clerk to approach all Councillors to ask for a volunteer to be the editor for the Newsletter.

981/16/17

EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor J Robinson and seconded by Councillor Veevers 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*]

STAFFING MATTERS [Paragraph 1]

982/16/17

Update on KCEPG Administrator recruitment

The Town Clerk confirmed 20 applications were received for the Administrator role. Herself, Councillor A Robinson and Joe Murray, Chair of KCEPG were interviewing 5 people on Thursday 30th March.

983/16/17

The Town Clerk appraisal

The Town Clerk confirmed her appraisal was due. Normally this would have been undertaken by Councillor Clare but in view of his health issues it was agreed that it would be handed over to Councillor A Robinson.

984/16/17

READMISSION OF PRESS AND PUBLIC

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

RESOLVED

That the press and public be re-admitted for the remainder of the meeting.

985/16/17

ANY OTHER BUSINESS

Councillor A Blackman gave an update on the Walking Festival that is taking place from 2nd - 4th June 2017. The walks range from easy to hard. Various organisations are partnering the project. Ticketing information is due to be published in the next few days and will be linked up to the Visit Kendal and Kendal Town Council websites. The plan is also to use social media to help promotion.

Councillor Coleman commented that it was really good to see the festival coming together and asked if there is a plan in place if the event is over-subscribed. Councillor Blackman replied that there wasn't. Councillor Veevers suggested that popular walks could be held again on another weekend.

986/16/17

Councillor Veevers asked if the mysterious 'foot-prints' on the path by the Crow Tree allotments had been resolved. The Town Clerk confirmed that SLDC had been informed as the path was owned by them.

The meeting closed at 9.13pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
969/16/17	Flooding December 2015 – Issues Relating to Response to the Flooding	RES	The Town Clerk to approach CALC regarding assistance with contacting Parish Councils and source availability and prices for using the Town Hall as a venue for the flooding groups meeting on 20 th April.
976/16/17	Urgent items of Business – Chair of the Management Committee	RES	That Councillor A Robinson will Chair the Management Committee meetings until June 2017.
978/16/17	Update Equality and Diversity Training for Councillors	RES	The Town Clerk to liaise with SLDC regarding joint training and to check with Officers if they would like to be included.
979/16/17	Kendal Website Support Role Payment Proposal	RES	That Kendal Town Council ring-fence the Kendal BID grant and pay monthly itemised invoices supplied by the support role person.
980/16/17	Items for the Newsletter and Future Editorship	RES	The Town Clerk to approach all Councillors to ask for a volunteer to be the editor for the Newsletter.

KENDAL TOWN COUNCIL

Mayoralty & Arts Committee

**Monday 27th February 2017 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Stephen Coleman (Chair), Paul Bramham (Vice Chair), Andy Blackman, Jonathan Brook, Chris Hogg, Lynne Oldham, Austen Robinson and John Veevers
- APOLOGIES** None
- OFFICERS** Liz Richardson (Town Clerk) and Hazel Belshaw (Temporary Council Secretary)
- 900/16/17 PUBLIC PARTICIPATION**
None
- 901/16/17 DECLARATIONS OF INTEREST**
None
- 902/16/17 MINUTES OF THE MEETING HELD ON 14TH NOVEMBER 2016**
- The Chairman presented the minutes of the meeting held on 14th November 2016, which had been approved by full Council on 5th December 2016.
- Councillor Robinson proposed that the minutes of the meeting of the Committee held on 14th November 2016 be accepted as a correct record. This was seconded by Councillor Bramham and carried unanimously.
- RESOLVED** The minutes of the meeting of the Committee held on 14th November 2016 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
None
- 903/16/17 REVIEW OF ADDITIONAL MAYORAL DUTIES**
- The Chair presented the responses from organisations on the role of the Mayor for the listed additional Mayoral duties which had been circulated prior to the meeting and Members were asked to review the list and decide whether they were still appropriate and relevant.
- Members discussed the groups/societies on the list and the role expected of the Mayor.
- The Town Clerk advised that all the groups/societies had been on the list for a long time with the exception of Friends of Parish Church, which had been added more recently at the approval of this Committee.
- Councillor Bramham pointed out that as a Patron of a group you are not forced to attend meetings.

Councillor Veevers highlighted that the Sea Cadets are purely self-funded and felt we should continue to support.

There was then a general discussion regarding the Mayor of Kendal's Fund for the Aged & Infirm. There was a general opinion among the Members that it was confusing to the public that the group is portrayed as being fronted and run by the Mayor, which is not the case. The Mayor has to Chair the meeting with no prior knowledge and has no say in the running of the Charity. It was decided to acknowledge the volunteers for their hard work with the charity but it was time to dissolve our association.

Councillor Brook proposed that we cease our involvement with the Mayor of Kendal's Fund for the Aged and Infirm and this was seconded by Councillor Robinson and carried unanimously.

Councillor Brook also proposed that we cease our involvement with Abbot Hall Social Centre, as this is the only local centre the Mayor is involved in and Friends of Parish Church and this was seconded by Councillor Hogg and carried unanimously. The Mayor may wish to go along in a private capacity or to events.

The Town Clerk to contact the three groups to advise them of the Committee's decision to cease their involvement with them.

RECOMMENDATION That the Mayor cease their involvement with the Mayor of Kendal's Fund for the Aged and Infirm, Abbot Hall Social Centre and Friends of Parish Church.

904/16/17

RINTELN VISIT REPORT

Councillor Blackman briefly mentioned his Rinteln visit report which had been circulated prior to the meeting. He highlighted that he is keen for the twinning partnership to continue. The Chair thanked Councillor Blackman for his report.

905/16/17

RINTELN 25TH TWINNING ANNIVERSARY EVENTS

The Committee had a general discussion on the ideas for the Rinteln 25th Twinning Anniversary Events. Councillor Blackman suggested the idea of inviting the past 25 Mayors of Kendal to come along to some of the various events, which are:

- Kendal Big Band/Ernestium School Concert Band from Rinteln on Saturday 27th May
- Old Town Festival in Rinteln, Germany from 11th-13th August
- K Shoes Male Voice Chior/Rinteln Male Voice Choir on 9th September.

The Town Clerk advised that £1,500 was available in the budget for these events but that money also included Councillor Blackman's trip to Rinteln.

Councillor Bramham suggested a ceremony in Rinteln Kendal Square and for both Mayor's to swap gifts and ask the Westmorland Gazette to come along.

Councillor Brook suggested creating a piece of commemorative glassware and Councillor Veevers suggested a beer that could be produced by a local brewer. Councillor Brook is part of the sub-group that is in charge of organising the events so any further ideas should be forwarded to him.

Councillor Robinson highlighted that Rinteln had been extremely generous during our visits.

It was then discussed if there was a possibility of moving the next Mayoralty and Arts Committee meeting from 15th May into April to give the Committee more time to discuss the events before the first one that is planned for 27th May. The Town Clerk to check the meeting planner and confirm.

RESOLVED

The Town Clerk to:

1. Contact the past 25 Mayors of Kendal with the dates of the events and check for their availability and willingness to attend.
2. Check the meeting planner for an alternative date for the next Mayoralty and Arts Committee meeting.

906/16/17

REMEMBRANCE DAY 2018 – BEACON LIGHTING TO COMMEMORATE THE 100TH ANNIVERSARY OF THE END OF WORLD WAR I

The Town Clerk presented the paper regarding the Remembrance Day 2018 Ceremony. In commemoration and remembrance of the end of the war a chain of 1,000 beacons will be lit throughout the UK. The Town Clerk confirmed she had spoken to SLDC, as the beacon at the Castle is owned by them, and they are happy to work together. There was then a discussion around the timings of the day, which fell on Sunday. It was highlighted the Church would need consulting if there was a change to the service time.

Councillor Bramham raised the issue of some people being unable to walk up to the Kendal Castle beacon and wondered if something could be erected at the war memorial. Councillor Hogg confirmed that in the past Kendal Mountain Rescue had helped people up to the beacon.

Councillor Brook suggested that a sub-group be formed to organise the Remembrance Day events. Councillor Hogg asked that Imelda Winters-Lewis, SLDC be involved.

The Chair asked for three volunteers for the sub-group. Councillor Bramham was happy to be part of the sub-group and it was decided that the next Deputy Mayor be involved too, along with The Town Clerk.

RESOLVED

The Town Clerk along with Councillor Bramham and the next Deputy Mayor form a sub-group to organise the Remembrance Day 2018 events.

907/16/17**MAYOR'S PARLOUR VISITORS BOOK**

The Town Clerk confirmed a new Mayor's Parlour visitor book had been ordered and delivery would be approximately 4 weeks. Councillor Bramham has volunteered to go through the old visitors book and check for any important signatures. Councillor Hogg asked if photos could be taken.

908/16/17**ITEMS FOR THE NEWSLETTER**

It was discussed if the 25th Rinteln Anniversary events could feature in the newsletter.

909/16/17**REVIEW OF SPEND AGAINST BUDGET**

The Town Clerk presented the review of spend against budget for the 10 months ending 31st January 2017. The following points were highlighted:

- The budget for the Mayor's travel was a best estimation. This was a new set up. This figure has been reduced for financial year 2017/18
- Some variation in the spending on different events, although this figure does balance out over the year.

Councillor Brook asked if it was possible to see a comparison at the end of the year of the costs of the new Mayor's travel set up versus costs in previous years.

There was then a discussion around the Committee's underspend from 2016/17 and how this could be used before 31st March. One suggestion was for the Deputy Mayor to purchase his flights to Rinteln for the Altstadtfest.

Councillor Hogg proposed using £250 of the Committee's underspend on a piece of commissioned artwork from a local artist as a gift for Rinteln.

Councillor Robinson made a counter proposal for up to £500 to be spent on the commissioned artwork. This was seconded by Councillor Veevers and carried unanimously. However the Town Clerk advised that it would not be possible to arrange and complete this by year end. She believed Council had also agreed that underspend could not be carried over into the next Financial Year. It may be that a case would need to be made to Council for additional funds. She agreed to seek advice from the Treasurer.

RESOLVED

The Town Clerk to seek advice from the Treasurer for using £500 of the Committee's underspend to purchase commissioned artwork for Rinteln.

910/16/17**ANY OTHER BUSINESS**

Councillor Bramham discussed the possibility of having an exhibition similar to the one in 2014 for the centenary of the outbreak of the First World War. The exhibition had been exceptionally popular and it was suggested at the time that it could be reused in 2018 for the centenary of the Armistice. All that

would be required is a venue and a week-long exhibition around Remembrance Day was suggested.

Councillor Coleman suggested the Romney Room would be an ideal room as you can have access to that from the outside. He suggested it became a discussion of the sub-group for 2018 Remembrance Sunday events.

Councillor Hogg advised it would be good to check if any other exhibitions were planned, possibly at Kendal Museum.

911/16/17

The Town Clerk reported an email from Martin Orrom of the Romney Society who has requested permission to add the George Romney sketchbook online.

Councillor Bramham proposed that the Romney Society could add the George Romney sketchbook online and this was seconded by Councillor Hogg and carried unanimously. Councillor Robinson suggested Kendal Town Council could ask for recognition.

RESOLVED

The Town Clerk to advise the Romney Society could put the George Romney sketchbook online and to highlight the recognition of Kendal Town Council.

912/16/17

Councillor Blackman asked for the Committee's thoughts on his organising another trip to support a village in Kenya for 2018. Nine Kendal residents went on the trip this year, which was self-funded. The trip could be opened up to more residents. He would like to seek approval before planning any further. Councillor Hogg was happy to support. Councillor Robinson thoughts were that it was a Mayoral initiative, not a Council one. Councillor Bramham suggested Councillor Blackman provided more detail for the Committee on what the trip entails.

913/16/17

DATE OF NEXT MEETING – TO BE ARRANGED

The meeting closed at 8.27pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
902/16/17	Minutes of the meeting held on 14 th November 2016	RES	The minutes of the meeting of the Committee held on 14 th November 2016 be accepted as a correct record.
903/16/17	Review of additional Mayoral duties	REC	That the Mayor cease their involvement with the Mayor of Kendal's Fund for the Aged and Infirm, Abbot Hall Social Centre and Friends of Parish Church.
905/16/17	Rinteln 25 th Twinning Anniversary Events	RES	The Town Clerk to: <ol style="list-style-type: none"> 1. Contact the past 25 Mayors of Kendal with the dates of the events and check for their availability and willingness to attend. 2. Check the meeting planner for an alternative date for the next Mayoralty and Arts Committee meeting.
906/16/17	Remembrance Day 2018	RES	The Town Clerk along with Councillor Bramham and the next Deputy Mayor form a sub-group to organise the Remembrance Day 2018 events.
909/16/17	Review of spend against budget	RES	The Town Clerk to seek advice from the Treasurer for using £500 of the Committee's underspend to purchase commissioned artwork for Rinteln.
911/16/17	AOB: George Romney sketchbook	RES	The Town Clerk to advise the Romney Society could put the George Romney sketchbook online and to highlight the recognition of Kendal Town Council.

THE MAYOR OF KENDAL'S FUND FOR THE AGED & INFIRM

Registered Charity No 223344

Hon. Treasurer
Mr David H Salisbury
12 Rowan Tree Crescent
Kendal
Cumbria
LA9 6AW

Hon. Secretary
Mrs Marilyn Waiting
115 Stainbank Road
Kendal
Cumbria
LA9 5DH

Tel. 01539 726249/07449348766

Tel. 01539 724742/07855978067
e-mail marilyn@kendal-mayor-housing.com
www.kendal-mayor-housing.co.uk

25th March 2017

Dear Liz

Review of the Role held by the Mayor of Kendal

I refer to your letter of 8th March. The Trustees convened a special meeting on Thursday last to discuss this matter.

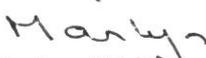
The Trustees are disappointed with the decision of the Mayoralty and Arts committee to sever the link with the Fund and wish to urge the Town Council to reconsider the Mayor's involvement with the Charity and to maintain the status quo.

Whilst the Trustees are not familiar with all the other responsibilities of the Mayor, being volunteers ourselves we fully appreciate the burden placed upon him by charitable involvement. We feel that given the fact that the link between the Mayoralty and the Fund extends back almost 70 years, indeed our name reflects the involvement of the then Mayor, Alderman W H Stables, in the founding of the Fund, it is important to maintain this link. The support and advice of the current Mayor and past Mayors is much appreciated. The Trustees feel that the Mayors involvement lends a gravitas to our organisation and hope that the high regard in which, we believe, the Fund is held in the Town is in turn reflected on to the office of the Mayor of Kendal and the incumbent.

We urge the Town Council to reject the proposal of the Mayoralty and Arts committee and ask that our views are taken into consideration at the April Council Meeting.

The Trustees are due to meet on Thursday 20th April and would appreciate receiving notification of the Town Council decision prior to the meeting.

Yours sincerely


Marilyn Waiting
Hon Secretary

27 MAR 2017

E Richardson Bsc (Hons)
Town Clerk
Kendal Town Council
Town Hall
Kendal
LA9 4DL

KENDAL TOWN COUNCIL

Planning Committee

Monday 6th March 2017 at 6.00 p.m.
in SLDC Chairman's Room, the Town Hall, Kendal

- PRESENT** Councillors Jon Robinson (Chair), Austen Robinson (Vice Chair), Alvin Finch, Keith Hurst-Jones, Lynne Oldham, Kath Teasdale and Graham Vincent
- APOLOGIES** None
- OFFICERS** Hazel Belshaw (Temporary Council Secretary)
- 914/16/17 PUBLIC PARTICIPATION**
- Mr Graham Harrison presented a paper on the British Homes Awards. The criteria for the 2016 awards focussed on "The Resilient Home" and it highlighted the growth in the number of houses being built in flood risk areas.
- Councillor J Robinson asked if the paper was being presented to the District Council too. Mr Harrison had no plans to present it to SLDC but felt it was appropriate to bring it to the KTC Planning meeting following the recent discussions the Committee have had on flooding and section 19. Councillor J Robinson suggested a possible outcome from this would be to have an informal policy that the Committee could refer to.
- 915/16/17 DECLARATIONS OF INTEREST**
- None
- 916/16/17 MINUTES OF MEETING HELD ON 20TH FEBRUARY 2017**
- Members considered the minutes of the Committee meeting held on 20th 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 20th February be accepted as a correct record, and signed by the Chair.
- MATTERS ARISING**
- 917/16/17** Councillor Oldham expressed her concerns regarding the refusal of FPA 0043 in relation to the flood barrier at 11 Longpool, Kendal. Councillor J Robinson confirmed the refusal was based on the barrier not being built into the recess so was visible at all times. Also the property is in a conservation area.

918/16/17

BRITISH HOMES AWARDS

Councillor J Robinson discussed the British Homes Awards as earlier presented by Mr Graham Harrison. He suggested that the Committee should we have a more focussed approach with applications for developments in flood risk areas. The Committee have been critical with plans for building on flood areas in the past, especially on Windermere Road and off Burneside Road and some of these concerns were highlighted in the recent DPD to SLDC.

Councillor A Robinson suggested that it was worth bearing in mind that builders and planners are not always thinking about the same outcome and the rules need to come in at the beginning.

Councillor J Robinson suggested himself and Councillor A Robinson get together and look over the DPD and circulate their views to Members for a further discussion at another meeting. He asked if the Committee could focus their views for this next discussion too.

RESOLVED

Councillors J Robinson and A Robinson to circulate ideas to Members for a policy on developments built in flood risk areas for discussion at a future meeting.

919/16/17

ANY OTHER BUSINESS

None

920/16/17

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 7.30pm

Signed

Dated

No.	App No./ Type	Address/Proposed Development	Comments to SLDC	Observations/ Recommendations
1	FPA 0093	The Old Bakery, 2 – 6 Kirkland, Kendal Chimney alterations and re-roofing	07.03.2017	Refuse Inappropriate materials and design in a conservation area
2	FPA 0095	Units 1, 13 & 14 Blackhall Yard, Stricklandgate, Kendal Conversion of upper floors of Units 1, 13 & 14 Blackhall Yard to four self-contained flats	07.03.2017	Approve
3	FPA 0063	12 Printers Croft, Entry Lane, Kendal Installation of replacement UPVC window frames and patio doors	07.03.2017	Approve
4	FPA 0108	53 Laurel Gardens, Kendal Two storey front extension	07.03.2017	Approve
5	FPA 0086	71 Helmside Road, Oxenholme Formation of hardstanding to front of property	10.03.2017	Approve subject to highways approval
6	FPA 0096	Unit 7 Yard 2, Stricklandgate, Kendal Alterations and change of use from Class A1 (shop) to Class A3 (Restaurant and Café)	10.03.2017	Approve
7	FPA 0082	11 Hill Close, Kendal Alterations to existing shed (retrospective)	10.03.2017	Refuse (see below)
8	FPA 0136	12 Windermere Road, Kendal Replacement front elevation windows with UPVC sliding sash and composite front door	13.03.2017	Refuse Inappropriate materials in a conservation area

9	FPA 0100	33 Market Place, Kendal Replacement shopfront and replacement signs	13.03.2017	Approve provided the awning and the security shutters meet the design guidelines for SLDC
10	FPA 0074	274 Valley Drive, Kendal Two storey extension to front, rear and side, formation of parking area and alteration to vehicular access	13.03.2017	Approve
11	FPA 0124	Tenterfield, Brigsteer Road, Kendal Extension of existing ridgeline on the existing building and consequential relocation of a hipped roof to the east	14.03.2017	Approve
12	FPA 0127	Unit 1 Westmorland Business Park, Gilthwaiteigg Lane, Kendal Change of use of part of building from Use Class B1 (Business) to include Use Class D2 (Assembly and Leisure)	14.03.2017	Approve
13	FPA 0118	59 Heron Hill, Kendal Two storey and single storey extensions	14.03.2017	Approve <ul style="list-style-type: none"> • Concerned about the height & proximity to the adjacent property • Providing not unneighbourly
14	FPA 0155	53 Scarfell Drive, Kendal Single storey front extension	16.03.2017	Approve
15	FPA 0154	Lake District National Park Authority, Murley Moss Business Park, Oxenholme Road, Kendal 29 additional car parking spaces to existing car park	16.03.2017	Approve

16	FPA 0134	Kendal Cricket Club, Shap Road Erection of First Floor Balcony and Ground Floor Entrance Porch	20.03.2017	Approve
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FPA 0082 - 11 Hill Close, Kendal

Refuse (by majority)

The Committee were particularly concerned:

- As to whether the neighbours had been adequately consulted
- With the materials used
- That it is not used for habitation or business purposes

KENDAL TOWN COUNCIL

Planning Committee

Monday 20th March 2017 at 6.30 p.m.
in the Mayor's Parlour, the Town Hall, Kendal

PRESENT	Councillors Jon Robinson (Chair), Austen Robinson (Vice Chair), Lynne Oldham, Kath Teasdale and Graham Vincent
APOLOGIES	None
OFFICERS	Hazel Belshaw (Temporary Council Secretary)
959/16/17	PUBLIC PARTICIPATION None
960/16/17	DECLARATIONS OF INTEREST None
961/16/17	MINUTES OF MEETING HELD ON 6TH MARCH 2017 Members considered the minutes of the Committee meeting held on 6 th March. 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 th March be accepted as a correct record, and signed by the Chair.
962/16/17	MATTERS ARISING Councillor Teasdale highlighted the recommended refusal of planning application 0043 in relation to a flood barrier on Longpool. The refusal for this was raised in the last Full Council meeting on 6 th March. Councillor J Robinson confirmed the Committee had no objection in principle to flood barriers on properties although the preference would be for the brackets to be mounted within the reveal. He reiterated the refusal was also on the grounds that it was on a property in a conservation area.
963/16/17	The British Homes Awards (ref minute 918/16/17) will be discussed at a future meeting.
964/16/17	ANY OTHER BUSINESS None

965/16/17

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 7.30pm

Signed

Dated

No.	App No./ Type	Address/ Proposed Development	Comments to SLDC	Observations/ Recommendations
1	FPA 0103	Basement Store, 53 Stramongate, Kendal Siting of 30cm satellite dish on western chimney stack and 19cm receiver box on eastern elevation	21.03.2017	Approve Provided the dish is no higher than the chimney and on the inside of the chimney
2	FPA 0104	134 Highgate, Kendal Installation of 30cm satellite dish on a short pole to chimney stack and installation of antenna on the northern chimney stack	21.03.2017	Approve Provided the dish is no higher than the chimney and on the inside of the chimney
3	FPA 0084	8 Fowling Lane, Kendal Two storey side and rear extension	21.03.2017	Refuse Due to the height and being unneighbourly
4	FPA 0157	Morrisons Supermarkets Plc, Queen Katherines Avenue, Kendal Installation of glazed screens/doors to existing front lobby area	22.03.2017	Approve
5	FPA 0165	Morrisons Supermarkets Plc, Queen Katherines Avenue, Kendal Replacement illuminated signs	22.03.2017	Approve
6	FPA 0189	106 Bellingham Road, Kendal Single storey side and rear extension	29.03.2017	Approve Provided the hedge is re-instated on the edge of the property
7	FPA 0177	66 Gillinggate, Kendal Replacement front and rear windows with sliding sash UPVC	28.03.2017	Refuse Inappropriate materials in a conservation area

8	FPA 0184	Kendal Golf Club, High Tenterfell, Kendal Mobile golf practice shelter and landscaping works	29.03.2017	Refuse Concerns: <ul style="list-style-type: none"> • safety aspect • invasion of imported species to the site • application into the appropriate authorities
9	FPA 0113	Unit 14, Riverside Place Retail, Lound Road, Kendal Change of use from A1 (retail) to D2 (assembly & leisure) to open a fitness club operating 24 hours a day, 7 days a week	30.03.2017	Approve Provided the noise mitigation is adequate
10	FPA 0192	The Ghyll, Brigsteer Road, Kendal Variation of condition 5 (tree protection plan) attached to SL/2013/0664 (New vehicular access and driveway)	30.03.2017	Approve
11	FPA 0195	10 Wattsfield Road, Kendal Alterations to extend kitchen into part of existing garage	03.04.2017	Approve
12	FPA 0212	Pear Tree Bank Flat, 31 Low Fellside, Entry Lane, Kendal Replacement railings and gate	03.04.2017	Approve
13	FPA 0213	44 Bellingham Road, Kendal Garden shed (retrospective)	03.04.2017	Approve Provided not unneighbourly and not being used for commercial purposes
14	FPA 0199	68 Greenside, Kendal Demolition of garage and erection of replacement detached garage and adjoining garden room	03.04.2017	Approve

KENDAL TOWN COUNCIL

Allotments Committee

**Monday 13th March 2017 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors John Veevers (Chair), Keith Bracey (Vice Chair) and Jon Robinson.
Site Reps: Sheila Farren (Castle Hags Ext) & Elizabeth Kelly (Castle Drive)
- APOLOGIES** Councillors Feeney-Johnson and Hardy
- OFFICERS** Janine Holt (Assistant to the Town Clerk), John Belshaw (Town Handyperson) and Hazel Belshaw (Temporary Council Secretary)
- At the start of the meeting two Councillors were present – Councillors John Veevers and Keith Bracey therefore the meeting was not quorate.**
- 947/16/17 PUBLIC PARTICIPATION**
None
- 948/16/17 DECLARATIONS OF INTEREST**
The Chair, Councillor Veevers, declared an interest in any item relating to the Wattsfield site due to the fact that he holds an allotment tenancy on that site.

The Vice Chair, Councillor 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.

The Town Handyperson declared an interest in any item relating to the Underley Hill site due to the fact that he holds an allotment tenancy on that site.

The site representatives declared an interest in any item relating to the site where their own allotment plot is held.

Janine Holt declared an interest in the Part II section of the meeting and will leave the meeting for the discussion.
- 949/16/17 MINUTES OF THE MEETING HELD ON 12TH DECEMBER 2016**

The Chairman presented the minutes of the meeting held on 12th December 2016, which had been approved by full Council on 6th March 2017.
- RESOLVED** That the minutes of the meeting of the Committee held on 12th December 2016 be accepted as a correct record.
- MATTERS ARISING (Not on Agenda)**
None

950/16/17**ALLOTMENTS UPDATE**

Janine Holt and The Town Handyperson gave an update on all allotment sites. Janine Holt confirmed that after invoicing in December there were 49 plots given back. Letters were sent to all people on the waiting list and the Town Handyperson had started work on clearing several plots, making them more appealing. By the end of January the number of vacant plots had dropped to 25. All the vacant plots on Underley Hill have now gone. There are several vacant plots on Sandylands. Some work is required at the site and it is on the Town Handyperson's list.

Janine Holt confirmed there has been an increase in the amount of queries coming into the office and it seems that there are high expectations from the people taking up new plots. If old plots have rubbish left on them they will be cleared but digging over plots will not be done.

The Town Handyperson confirmed that the main focus was clearing problem plots to help get them re-let and that most of the rubbish being cleared was historical. The plan going forwards will be to try and make sure sites are in a condition in which the new tenants are happy with therefore any further accumulation of rubbish will be down to them.

Janine Holt confirmed that there was £495.05 outstanding from 11 tenants, all of which have been given notice.

The Town Handyperson is also continuing work to improve the paths on all allotment sites. Further work this winter was done to Underley Road, Underley Hill, Greenside and Castle Hags Extension. More still to do on Town View.

Councillor Veevers asked for an update on the Canal Head path. Janine Holt confirmed she was still waiting on permission to go ahead.

Councillor Bracey queried who owned the fence at the Sedbergh Road allotments. There are a couple of banners attached to the fence and had permission been sought for this? Janine Holt confirmed she had not been approached.

There was then a discussion on the amount of enquiries that come into the office. A couple of ideas to reduce the amount of traffic was to have a FAQ's section on the website and look at the possibility of holding a 'surgery' once a week.

Janine Holt confirmed she had not had many allotment holders opt in for the Kendal in Bloom competition this year. It was decided it would be an idea to re-send an email to the allotment holders in case people had missed it on the last correspondence.

RESOLVED

1. That the work undertaken by Janine Holt and the Town Handyperson over the last quarter was noted by the Committee.

2. That Janine Holt will resend the KIB competition again to all allotment holders on email circulation system

951/16/17

POLY TUNNEL – 16 NATLAND ROAD

Members reviewed the request for a poly tunnel at 16 Natland Road. Councillor Bracey proposed to give the go ahead for the poly tunnel and this was seconded by Sheila Farren and carried unanimously.

There was then a discussion around the need to gain planning permission for the erection of a poly tunnel. Janine Holt advised she would contact planning at SLDC to seek advice on whether this is still a requirement.

RESOLVED

That the Committee approved in principle the erection of a poly tunnel at 16 Natland Road. Janine Holt will seek advice from SLDC as to whether planning permission is required.

Councillor Jon Robinson joined the meeting, which was from this point quorate.

952/16/17

RINKFIELD ALLOTMENTS

The Town Handyperson and Janine Holt have met with a contractor for advice on tree clearing at the Rinkfield site so a fence can be erected. A quote for £516 was given to clear a one metre wide path behind the allotments to enable a contractor to erect a fence down the canal side of the site. Janine Holt confirmed there may be enough funds in this year's budget for the work to be carried out if the contractor can confirm completion by 31st March 2017.

Councillor Bracey proposed to pay £516 to have the site cleared and this was seconded by Councillor Robinson and carried unanimously.

RESOLVED

That £516 from the budget be used to clear the fence line on Rinkfield allotment site. This work can only be undertaken if there are funds within the remaining budget for 2016/2017.

953/16/17

ITEMS FOR THE NEWSLETTER

It was suggested that an item on vacant plots be included.

954/16/17

REVIEW OF SPEND AGAINST BUDGET 2016/17

The financial statement to 28th February 2017 had been circulated to the Committee. Members considered the statement and noted the contents.

Janine Holt confirmed there is £1,826 remaining in the 2016/2017 budget but highlighted there are a couple of outstanding bills yet to be taken from that figure, including a water bill, site clearance costs, tea and coffee at meetings, purchase of allotment software and an invoice from the pest control contractor.

There was then a discussion regarding water bills for the sites. Janine Holt confirmed the Treasurer is doing a review of all sites.

RESOLVED 1. It was noted that the Treasurer is to undertake a review of the average water consumption across all sites.

955/16/17 ANY OTHER BUSINESS
None

956/16/17 EXCLUSION OF PRESS AND PUBLIC
It was proposed by Councillor Bracey and seconded by Councillor 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 the financial or business affairs of any particular person (including the authority holding that information)
[Paragraph 3]

FINANCIAL OR BUSINESS AFFAIRS [Paragraph 3]

At this point Janine Holt left the room.

957/16/17 TENDER FOR REPLACEMENT COUNCIL VAN
The Town Handyperson presented the two tenders received for the replacement of the Town Council van. The Committee discussed the tenders and it was decided to go with the tender from The MOT Centre, who could confirm delivery within 14 days.

The MOT Centre had advised that a Peugeot van of the same specification would come in slightly cheaper than the quote for the Citroen. It was decided that the Town Handyperson liaise directly with The MOT Centre and if the Peugeot is cheaper and can be delivered within the same timescale to go with this option.

Councillor Robinson proposed that we use The MOT Centre and this was seconded by Councillor Bracey and carried unanimously.

RESOLVED That The MOT Centre supply the replacement Town Council van as per the tender.

958/16/17 DATE OF NEXT MEETING
The next meeting will be held on 12th June 2017

The meeting closed at 8.06pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
947/16/17	Minutes of the meeting held on 12th December 2016	RES	That the minutes of the meeting of the Committee held on 12 th December 2016 be accepted as a correct record.
950/16/17	Allotments Update	RES	<ol style="list-style-type: none"> 1. That the work undertaken by Janine Holt and the Town Handyperson over the last quarter was noted by the committee. 2. That Janine Holt will resend the KIB competition again to all allotment holders on email circulation system
951/16/17	Poly Tunnel – 16 Natland Road	RES	That the Committee approved in principle to the erection of a poly tunnel at 16 Natland Road. Janine Holt will seek advice from SLDC as to whether planning permission is required.
952/16/17	Rinkfield Allotments	RES	That £516 from the budget be used to clear the fence line on Rinkfield allotment site. This work can only be undertaken if there are funds within the remaining budget for 2016/2017.
954/16/17	Review of spend against budget	RES	<ol style="list-style-type: none"> 1. It was noted that the Treasurer is to undertake a review of the average water consumption across all sites. 2. To spend £516.00 on clearing the fence line at Rinkfield allotments, if the funds are still available before the end of the financial year.
957/16/17	Tender for replacement Council van	RES	That The MOT Centre supply the replacement Town Council van as per the tender.

KENDAL TOWN COUNCIL REPORT

To: Full Council	6 th April 2017
From: Councillor Richard Sutton	Agenda Item No. 9

CALC Meeting: 9th March 2017

The meeting began with a presentation by Celia McNally of the Environment Agency.

The main objective of the presentation was to review what has been going on since storm Desmond. The floods were truly terrible effecting thousands of homes. Three complete river systems – the Eden, the Derwent and the Kent flooded simultaneously. As a result of the devastation the MP Rory Stewart was appointed to establish and chair the Cumbria Floods Partnership. The Partnership's aim is to consider improvements to flood defences, to look at up-stream options for slowing key rivers and thereby reduce the intensity of water flows at peak times and build stronger links between local residents, community groups and flood defence planning. Staveley is an example of a community based pilot where steering groups have been set up, workshops given by the Forestry Commission and the National Trust and putting a community emergency plan in place etc.

It is important that plans which rely on state of the art engineering and scientific modelling of water movement also include the local knowledge of communities and farmers who live alongside these rivers.

In some places water will have to be slowed down and in other places, such as under bridges, water will have to be speeded up through dredging.

An investment of £72 million in Cumbria will be invested to provide better protection from flooding for at least 4,300 homes by 2021.

The Environment Agency will increasingly work on a catchment scale to integrate land management, development and resilience in areas at risk, from the tops of the fells and down to the coast.

There was some discussion following the presentation about how certain local communities, like Troutbeck, could be made to feel safer following flooding in recent years. Gullies and drains that were often blocked also came up for consideration. People needed to feel that work being done would lead to definite improvements as soon as possible.

Other items that came up included the Windermere Xmas Market which is very successful and will be repeated next December. The closure of certain paths on the Dallam Tower estate was a matter of concern. A Milnthorpe action group was being formed. The development of a concrete batching plant at Lindale also needed examining due to its close proximity to local housing. Andy Blackman also mentioned the development of Kendal Market Square.

The Morecambe Bay Partnership had received funding to develop an economic plan for the area. A coastal community team would be formed to encourage local businesses.

Further information from the meeting can be obtained from Councillor Sutton.

KENDAL TOWN COUNCIL

February 2017 - Bank Payments

Date	Ref	Details	Net £	VAT £	Total £
09/02/2017	OL 11958	J H Barker - Christmas Tree	120.00	24.00	144.00
09/02/2017	OL 11959	E-on - Electricity, Council garage	104.01	-	104.01
09/02/2017	OL 11960	Amberol - Brackets for flower baskets	295.00	59.00	354.00
09/02/2017	OL 11961	Christmas Plus - Dismantle Christmas Lights	3,530.10	706.02	4,236.12
09/02/2017	OL 11962	Christmas Plus - Hire of Lights motif	175.00	35.00	210.00
09/02/2017	OL 11963	Christmas Plus - Trees and Stars motif	280.00	56.00	336.00
09/02/2017	OL 11964	Cumbria Tourism - Membership	350.00	70.00	420.00
09/02/2017	OL 11965	C T Hayton - Bolts & tools for bench repairs	22.46	4.49	26.95
09/02/2017	OL 11966	Horton Landscaping - Replacement of damaged plants	520.00	104.00	624.00
09/02/2017	OL 11967	Horton Landscaping - Compost	95.00	19.00	114.00
09/02/2017	OL 11968	Kendal Office Equipment - Stationery	151.86	30.37	182.23
09/02/2017	OL 11969	KTT Services - Rodent control, Allotments	45.00	-	45.00
09/02/2017	OL 11970	KTT Services - Rodent control, Allotments	60.00	-	60.00
09/02/2017	OL 11971	The Sign Man - Allotment plaques	2,016.80	-	2,016.80
09/02/2017	OL 11972	South Lakes Property Mtce - Electrical testing and repairs, Garage	346.35	-	346.35
09/02/2017	OL 11973	Tech 4 - Printing & photocopying	57.50	11.50	69.00
09/02/2017	OL 11974	Travis Perkins - Concrete and paint for Garage	50.20	10.04	60.24
09/02/2017	OL 11975	Travis Perkins - Timber for Garage	4.91	0.98	5.89
06/02/2017	DD/STO	Barclays Bank - Commission charges (net)	77.75	-	77.75
03/02/2017	DD/STO	DVLA via Barclaycard - Vehicle tax for Council van	232.50	-	232.50
03/02/2017	DD/STO	Sita via Barclaycard - Waste disposal, Allotments	27.10	5.42	32.52
05/02/2017	DD/STO	TalkTalk Business - Broadband	13.91	2.78	16.69
20/02/2017	OL 11976	Net Pay - February 2017	8,089.71	-	8,089.71
23/02/2017	OL 11977	Salary Advance - February 2017	150.00	-	150.00
23/02/2017	OL 11978	Mayor of Kendal Charity - Income received in Council's bank account	280.00	-	280.00
23/02/2017	OL 11979	Forty Two Creative Thinking - Newsletter design	200.00	40.00	240.00
23/02/2017	OL 11980	Glasdon UK - New Phoenix seat	416.69	83.33	500.02
23/02/2017	OL 11981A	T H Wiggans - Tools for Allotments	52.65	10.53	63.18
23/02/2017	OL 11982	T H Wiggans - Screws for bench repairs	5.99	1.20	7.19
23/02/2017	OL 11983	T H Wiggans - Screws for bench repairs	7.64	1.53	9.17
23/02/2017	OL 11981	M D Hanafin & Sons - Timber for Allotments	48.32	9.66	57.98
23/02/2017	OL 11984	The Open Spaces Society - Annual membership	45.00	-	45.00
23/02/2017	OL 11982	A-ha Distribution - Kendal Leaflets	2,500.00	500.00	3,000.00
28/02/2017	OL 11983	Cumbria CC - Superannuation, February 2017	2,081.59	-	2,081.59
28/02/2017	OL 11984	HMRC - Tax, SMP & NI, February 2017	1,773.96	-	1,773.96
27/02/2017	9478	S Gilpin - Wainwright Award 2016	320.00	-	320.00
20/02/2017	DD/STO	Busy Bees - Childcare Voucher	243.00	-	243.00
20/02/2017	DD/STO	Busy Bees - Charges for Childcare Vouchers	8.51	1.70	10.21
28/02/2017	DD/STO	EE - Handy Person's phone rental	14.35	2.86	17.21
17/02/2017	DD/STO	Moorepay - Insurance premium	27.75	-	27.75
17/02/2017	DD/STO	Moorepay - HR & Health & Safety advice	38.25	7.65	45.90
Total			24,878.86	1,797.06	26,675.92