

## KENDAL TOWN COUNCIL

### Council Meeting: 3<sup>rd</sup> September 2018

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, 3<sup>rd</sup> September 2018**, 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 - <http://www.kendaltowncouncil.gov.uk/kendal-town-council/statutory-information/guidance-on-public-participation-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> AUGUST 2018 & MATTERS ARISING

*To approve the minutes of the meeting held on 6<sup>th</sup> August 2018 (see attached).*

#### 4. PRESENTATION – TOWPATH TRAIL AND CANAL BICENTENARY UPDATE BY HELEN MORIARTY, PROJECT MANAGER, LANCASTER CANAL REGENERATION PARTNERSHIP

#### 5. MAYORS COMMUNICATIONS AND ANNOUNCEMENTS *(see attached)*

#### 6. COUNCIL AND COMMITTEE CALENDAR OF MEETINGS FOR 2019 *(available at meeting)*

#### 7. CHRISTMAS LIGHTS & FESTIVALS COMMITTEE

*To approve the minutes of the meeting held on 17<sup>th</sup> July 2018 (see attached)*

#### 8. KENDAL IN BLOOM COMMITTEE

*To approve the minutes of the meeting held on 23<sup>rd</sup> July 2018 (see attached)*

**9. AUDIT, GRANTS & CHARITIES COMMITTEE**

*To approve the minutes of the meeting held on 30<sup>th</sup> July 2018 (see attached)*

**9.1 General Grants (Ref Minute 222/18/19)**

*That Council introduce 3 year funding agreements to recipients that are currently regularly funded over £1,500. This would apply to Kendal Brewery Arts Centre, Abbot Hall – Lakeland Arts Trust, One Voice, The Quaker Tapestry at Kendal, South Lakes Citizens Advice Bureau and Sandgate Hydrotherapy Pool. Funding to apply to grant applications for the 2019/20 financial year.*

**10. PLANNING COMMITTEE**

*To receive the minutes of the meeting held on 6<sup>th</sup> August 2018 (see attached)*

**11. OUTSIDE BODIES – REPORTS FROM COUNCILLORS**

- Report from SLACC Meeting - Cllr Hennessy (see attached)

**12. FINANCIAL MATTERS**

- (a) **Bank Payments Schedule: July 2018** (see attached)
- (b) **Invoices over £3,000**



**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> August 2018 at 7.30 p.m.  
in the SLDC Council Chamber, the Town Hall, Kendal**

**PRESENT** The Mayor (Councillor G Tirvengadam) in the Chair;  
Councillors G Vincent, P Bramham, J Brook, S Coleman, S Evans, A  
Finch (Deputy Mayor), M Severn, A Blackman, C Hardy, C Hogg, R  
Hogg, R Sutton, D Rathbone, J Cornthwaite, A Edwards, P Gibson, E  
Hennessy, H Ladhams, S Long and C Rowley

**APOLOGIES** Councillors Geoff Cook, Giles Archibald, Jon Owen, Julia Dunlop, Dave  
Miles and Michele Miles

**OFFICERS** Liz Richardson (Town Clerk), Judith Lomax (temporary Treasurer) and  
Nicky King (Council Secretary)

The Town Clerk introduced Judith Lomax who is covering the Treasurer  
post.

**237/18/19 PUBLIC PARTICIPATION**

None.

**238/18/19 DECLARATIONS OF INTEREST**

There were no declarations of interest made at this point.

**239/18/19 ORDER OF BUSINESS**

It was proposed by the Mayor that the Order of Business be amended to  
bring forward items 4 (Quarterly Police Report) and item 5 (Presentation  
on Dementia Buddies) on the Agenda. This was seconded by Councillor  
Coleman and agreed.

**240/18/19 QUARTERLY POLICE REPORT FROM SUZANNE SCOTT-O'NEIL,  
CUMBRIA CONSTABULARY**

Suzanne Scott-O'Neil presented the quarterly police report from Cumbria  
Constabulary. She referred to the link to the Cumbria Police website  
which provides details on crimes and shows exactly the locations of each  
crime. Crime Mapper figures were also included in the report which  
show how Kendal Town is performing against the same time last year.

The main issue highlighted was the significant rise in violent crime. This  
is something that has also been experienced nationally.

Councillor Coleman queried the violent crime figures and the previous  
explanation that this was attributed to a change in the way offences are  
classified and recorded. Suzanne explained that many incidences relate  
to domestic crime reports and are not specifically related to licensed  
establishments. There was not one thing that has contributed to the  
increase.

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Councillor Vincent asked whether drug offences related to arrests of users or dealers. He also queried whether the police force have a strategy to deal with the problem of drugs in schools. Suzanne advised that they are aware of the problem and are working with CADAS, the Rugby Club and Kendal Town Football Club. They also regularly visit schools, give drugs talks and work with teachers. She confirmed that the drugs figures in the report relate to supply and possession offences.

Councillor Hennessy referred to the presumption that the significant increase in violence against the person was due to the continued increase in confidence of people reporting crimes and asked how this was qualified. Suzanne advised that the Chief Constable and PCC study the statistics.

Councillor Hogg requested a list of PCSO's by area for Councillors' information. It was agreed that this would be sent to the Town Clerk for circulation.

Councillor Hennessy referred to the rise in hate crime and asked whether there was any demographic information available and specific figures for Kendal. Suzanne did not have this information available but could provide it to the Town Clerk. However she advised that 4 proactive officers were being recruited for South Lakes. The team has been funded by the PCC and will actively tackle local issues.

Councillor Cornthwaite referred to premises on Shap Road which are regularly broken into/vandalised. He commented that getting police involvement was proving difficult. He had been advised that resources were not available and it was not possible to change the walking route to include this area. Suzanne commented that a PCSO had recently been to the area and she understood the issues reported had been dealt with. She was not aware of any issues in the past 3 months. Councillors were encouraged to email Suzanne directly (Suzanne.scott-o'neill@cumbria.police.uk) if they had any issues they wished to report and she would deal with the matter personally.

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**PRESENTATION ON DEMENTIA BUDDIES BY BEVERLEY MOORE, TRUSTEE OF KENDAL DEMENTIA ACTION ALLIANCE**

Beverley Moore introduced herself as a Trustee of the Kendal Dementia Action Alliance. Mark Aldred from the Good Deeds Trust made the presentation to Council.

Mark explained that the Good Deeds Trust was set up 5 years ago to provide assistance to residents of Wigan Borough living with dementia. Funds were raised to set up dementia cafes and people living with dementia and their carers were asked what they feared most. The main concern was loved ones forgetting where they live or getting lost. The Charity developed a contact system for people with dementia using Near Field Communication (NFC) technology which will give them greater security when travelling and allow greater independence. Originally 6 devices were produced and people living with dementia chose 4 (wrist band, pin badge, key ring and bag/zip tag). Anyone who sees a person looking confused or is lost and needs help can scan the device with a NFC enabled phone and the person's first name only and emergency contact number is displayed. The person's carer can then be contacted

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immediately. The devices, called Guardian Angels, cost £5 each. They are all waterproof (with the exception of the keyring) and only need to be replaced if contact telephone numbers change.

This started as a pilot project with the borough of Wigan but quickly progressed to a sustainable roll out of the initiative across Greater Manchester, Lancashire and beyond. Fire and Rescue Service came on board and everyone who receives a device will also receive a free home fire safety check. There has also been expressions of interest from key agencies such as the police, paramedics and the NHS.

Mark Aldred explained that the charity is keen to expand its work and is looking for partners to come forward to make everyone aware of Guardian Angels in order to maximise the potential of the devices. Kendal Dementia Action Alliance have been working with The Lions Club who fundraised to help kick start the awareness campaign in Cumbria. They would like to roll out the devices to the Kendal area, but are relying on word of mouth. Councillors were asked to make people aware of the devices.

Council were advised that the KTC logo could be included on the poster campaign free of charge.

A video was shown which demonstrated the Dementia Buddies device. This can be seen on the website [www.dementiabuddy.co.uk](http://www.dementiabuddy.co.uk).

A general discussion then ensued. Several members expressed their support for the initiative and offered to pass on details. Suggestions were put forward as to how the initiative could be publicised. Councillor R Hogg offered to pass details of the initiative to the NHS Mental Health Department for the area.

Councillor C Hogg queried the Charity's communication strategy. He also raised concern regarding the possibility of wearers of the devices being exploited. Mark Aldred advised that Mountain Rescue, along with many other organisations, had shown great interest in the initiative. The view of the police regarding exploitation is that someone would know if a person was vulnerable whether they were wearing a device or not. He pointed out that only the first name of the person is stored and the phone numbers displayed are those of loved ones/carers.

Councillor Sutton advised that there was a South Lakes Dementia Hub meeting scheduled for 14<sup>th</sup> August and suggested the Charity attend.

It was agreed that Members would forward suggestions on ways to spread the word to the Town Clerk who could then forward one response to the Good Deeds Trust.

**242/18/19****MINUTES OF COUNCIL MEETING HELD ON 2<sup>ND</sup> JULY 2018**

Members considered the minutes of the meeting of full Council held on 2<sup>nd</sup> July 2018.

Councillor Hennessy proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor R Hogg and carried with four abstentions.

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**RESOLVED** that the minutes of the Council meeting held on 2<sup>nd</sup> July 2018 be approved as a correct record and signed by the Chairman.

**243/18/19 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Mayor presented his engagements which had been previously circulated.

He highlighted a visit to Right 2 Work which he said was a great initiative and had been a good visit.

Councillor Severn queried the meeting with the Goodness Consciousness Movement. The Mayor advised that this was a group of people that had got together to concentrate on positive mental attitude and spreading goodness. They are working on many good ideas, for example organising a good deed week or day.

**244/18/19 PARISH REMUNERATION PANEL**

The Town Clerk explained that the Parish Remuneration Panel is an independent panel hosted by SLDC. They are tasked each year with considering allowances and expenses that Town and Parish Councils may claim. The present recommendation is for a basic allowance set at £30 per year per Councillor. KTC has always declined the allowance up to now.

There was a general discussion with several Members expressing their views. Councillor Coleman noted that some Councillors cannot drive and should be able to claim back taxi expenses etc. Councillor Bramham mentioned that as he is registered disabled he cannot receive any payment of any kind. Councillor Vincent raised the matter of childcare and felt that Councillors should be able to claim for childcare should they need this in order to attend meetings. It would be a rare occurrence but something that KTC should be able to offer Councillors.

The Mayor concluded that the general feeling amongst Members was to decline the allowance. However they felt that travel expenses and childcare should be available. The Town Clerk confirmed that KTC already pay travel expenses, for example if a Councillor attends a training course. Claims for taxis etc are considered on a case by case basis, approved by the Management Committee. Childcare is something that has been raised previously and she said she would need to revisit this item.

It was agreed that the Town Clerk would revisit the matter of childcare and possibly make a representation to the Parish Remuneration Panel in this respect.

**RESOLVED** That the Town Clerk revisit the matter of childcare and possibly make a representation to the Parish Remuneration Panel.

**245/18/19 MANAGEMENT COMMITTEE**

The minutes of the Management Committee meeting held on 16<sup>th</sup> July 2018 were presented by Councillor Coleman who proposed that they be

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approved as a correct record. This was seconded by Councillor Blackman and carried unanimously.

Minute Ref 177/18/19 – Local Plan.

Councillor Brook noted that references to a 'Local Plan' should be a 'Neighbourhood Plan'. It was agreed that all references be changed.

There was a general discussion regarding the possibility of KTC adopting a Neighbourhood Plan. Councillor Brook commented that it is a comprehensive document that requires a significant amount of input and community involvement. A referendum is also required to take place. He noted that SLDC should be able to provide some support and provide information on the scale of what is involved.

Minute Ref 172/18/19 – Report on Work Programme.

Councillor Severn asked whether the cost of the Parish Poll had been confirmed. The subject of the letter to Tim Farron was also queried and whether this had been sent. The Town Clerk replied that confirmation of costs was still awaited but she had been advised that this was imminent. The letter to Tim Farron was in connection with the legislation allowing only a very low number of people to call for a Parish Meeting and Poll. There is an aspiration to move to a percentage of the electorate. She is unable to write the letter until the cost of the Poll is known.

Minute Ref 170/18/19 – Kendal Tourist Information Centre.

Councillor Brook asked the Town Clerk whether she had invited both TIC proposers to apply for funding. It was confirmed that a letter had been sent to each party. No response had been received to date. Councillor Brook asked how applications would be assessed. The Town Clerk said she would need to discuss evaluation with Councillor Coleman prior to the next meeting.

Minute Ref 173/18/19 – Lakes Line Update.

Councillor Severn queried whether the Town Clerk had contacted neighbouring Parish Councils to ask how they responded to the Lakes Line situation and investigate the possibility of joint action. The Town Clerk advised that she had received a reply from all three clerks. They were all forwarding her letter to their Councillors for discussion at their next meeting.

**RESOLVED** That the minutes of the Management Committee meeting held on 16<sup>th</sup> July 2018 be approved as a correct record of the meeting, subject to the amendment agreed.

Councillor Coleman then presented the following recommendation of the Committee and proposed acceptance:

**246/18/19**

**Full Council Seating Arrangement (Ref Minute 175/18/19)**

*That the Full Council seating arrangement be changed so that new Councillors are interspersed with experienced Councillors.*

This was seconded by Councillor C Hogg and carried unanimously. It was agreed that the Town Clerk would put together a new seating order to commence in September. This would involve a recently elected member sitting beside a longer serving member. The order would be agreed with the Mayor.

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Councillor Coleman asked that it be noted certain Members need to sit in a certain place.

**RESOLVED** That the Town Clerk put together a new seating order to commence in September.

**247/18/19 MAYORALTY & ARTS COMMITTEE**

The minutes of the Mayoralty & Arts Committee meeting held on 25<sup>th</sup> June 2018 were presented by Councillor Tirvengadam 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 Mayoralty & Arts Committee meeting held on 25<sup>th</sup> June 2018 be approved as a correct record of the meeting.

Councillor Tirvengadam then presented the following recommendation of the Committee:

**248/18/19 Review Terms of Reference (Ref Minute 099/18/19)**

*That Council consider adding the Mayor's Charity Dinner to the list of civic ceremonies.*

The Mayoralty & Arts Committee had discussed the possibility of the Mayor's Charity Dinner being added to the list of civic ceremonies. The event has been held as a fundraising event in the past rather than a civic event. The Mayor pointed out that it was the main source of fundraising for the Mayor's charities and he felt it should be included. In the past Councillor Feeney-Johnson had overseen the organisation of the event but as she was no longer of Member of KTC there was nobody available to take this on.

Councillor C Hogg advised caution and commented that it was not a function of KTC to raise money for charity. He added that staff time would need to be considered. The Town Clerk pointed out the Mayor's Coffee Morning is a fundraising event and is organised as a civic event.

Councillor Brook remarked that the Dinner had become established in the calendar of events. Many dignitaries are invited and it showcases the town. He expressed his view that it should be included in the list of civic events.

The Mayor proposed that KTC add the Charity Dinner to the list of civic ceremonies. Additional time for the Administration Assistant to organise the event to be taken into account. This was seconded by Councillor Coleman and carried with 15 Members in favour, 2 against and 2 abstentions.

**RESOLVED** That the Mayor's Charity Dinner be added to the list of civic ceremonies. Additional time for the Administration Assistant to organise the event to be taken into account.

**249/18/19 PLANNING COMMITTEE**

The minutes of the Planning Committee meetings held on 2<sup>nd</sup> July and 16<sup>th</sup> July 2018 were presented by Councillor Rathbone who asked

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Council to receive these minutes.

Councillor Coleman referred to the minutes from the meeting of 2<sup>nd</sup> July. Planning application reference SL/2018/0505 (Unit 8 Westmorland Shopping Centre) had been refused due to concerns relating to an illuminated LCD screen. He noted a business in town that had such a screen in the window and commented that it was distracting to drivers. He requested that the Planning Committee seek further guidance from SLDC on policy in this respect. Councillor Rathbone agreed to follow up.

Councillor Rowley asked whether there were any cases where the KTC Planning Committee's recommendations had directly influenced the ultimate decision of SLDC Planning Department. Councillor Rathbone replied that there were only anecdotal cases, no official records existed. He added that at their meeting earlier that evening the Planning Department had discussed the effectiveness of the relationship between SLDC Planning Department and KTC Planning Committee. Members had some concern that they had no means of tracking ultimate decisions made by SLDC once the Committee had submitted their recommendations and this was a matter they would be discussing further.

**RESOLVED**

1. That the minutes of the Planning Committee meetings held on 2<sup>nd</sup> July and 16<sup>th</sup> July 2018 be received.
2. That Councillor Rathbone seek further guidance from SLDC Planning Department in respect of policy relating to illuminated LCD screens.

**250/18/19****ENVIRONMENT & HIGHWAYS COMMITTEE**

The minutes of the Environment & Highways Committee meeting held on 9<sup>th</sup> July 2018 were presented by Councillor Hennessy who proposed that they be approved as a correct record. This was seconded by Councillor Edwards and carried unanimously.

Reference was made to the change in bus shelter policy wording (reference 150/18/19).

Councillor Severn spoke up for the residents of Kirkbarrow and the need for a bus shelter. He queried progress. Councillor Hennessy replied that he would make enquiries.

Councillor Blackman commented that he was happy to see bus shelters being installed in the extremities of the town. He added that this is needed to encourage the use of buses and reduce car traffic in the town centre.

**RESOLVED**

That the minutes of the Environment & Highways Committee meeting held on 9<sup>th</sup> July 2018 be approved as a correct record of the meeting.

Councillor Hennessy then presented the following recommendations of the Committee and proposed acceptance:

**251/18/19****Financial Recommendations to Approve (Ref Minute 148/18/19 & Annex attached to Minutes)**

- (1) *Move £704 from Signage, Interpretation and Public Realm Improvements to Signage Improvements (and discard Signage,*

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- Interpretation and Public Realm Improvements).*
- (2) Add BID and Kendal Futures Contribution to leaflet funding to reflect total budget of £9872.
- (3) Add £10,000 Greenwall funding to reflect LIP contribution (actual budget is £21,000).

Councillor Severn supported item 3 and welcomed investment in this respect. He added that it was a very important project and long overdue. Other Members had different opinions. The Town Clerk advised that the proposal was still under discussion.

The proposal was seconded by Councillor Edwards and carried unanimously.

**RESOLVED** That the financial recommendations put forward in Minute Ref 148/18/19 and annex attached be approved.

## **252/18/19 OUTSIDE BODIES – REPORTS FROM COUNCILLORS**

Councillor Sutton presented a report following the Kendal Dementia Action Alliance AGM held in June.

He mentioned an event to be held at St Thomas' Church on 14<sup>th</sup> September relating to dementia and said he would raise the Dementia Buddies initiative.

## **FINANCIAL MATTERS**

### **253/18/19 (a) Budgetary Control Statement (3 months ended 30<sup>th</sup> June 2018)**

Members considered the Budgetary Control Statement which presented a snapshot of the Council's financial position at the end of the first quarter. Jack Jones had commented that it was too early in the financial year to identify any trends. Underspending of nearly £17k was highlighted. This is in line with expectations at this stage and the variance is expected to decrease as the year progresses (there is £12k in respect of grants to be spent by the year end).

Councillor Severn commented that the Audit, Grants & Charities Committee are monitoring the underspend. It is also analysing spending by individual Committees.

Councillor Severn proposed that Council approve the Budgetary Control Statement for three months ended 30<sup>th</sup> June 2018. This was seconded by Councillor Gibson and carried unanimously.

**RESOLVED** That Council approve the Budgetary Control Statement for three months ended 30<sup>th</sup> June 2018.

### **254/18/19 (b) Bank Payments Schedule: June 2018**

The Town Clerk presented the Bank Payments Schedule for June 2018. It was proposed by Councillor Severn that the Bank Payments Schedule for June 2018 be approved. This was seconded by Councillor C Hogg and carried unanimously.

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**RESOLVED** That the Bank Payments Schedule for June 2018 be approved.

**255/18/19 (c) Internal Audit Management Letter and Issues Arising**

The Town Clerk informed Members that the Council's Internal Auditors, R F Millers, had signed off the annual accounts and Governance Return. A Management Letter had subsequently been issued. There were no new issues raised, however the note from previous years regarding the high proportion of cash invested with a single organisation, the Cumberland Building Society, had been repeated. It was confirmed that the investment with Cumberland Building Society was entirely in line with the Council's policy. The 90 day notice account with the Society pays a preferential rate of interest which is no longer achievable.

Councillor Coleman proposed that Council accept the Internal Audit Management Letter and consider the investment with Cumberland Building Society to be satisfactory. This was seconded by Councillor C Hogg and carried unanimously.

**RESOLVED** That Council accept the Internal Audit Management Letter and consider the investment with Cumberland Building Society to be satisfactory.

**256/18/19 (d) Petty Cash Payments: April-June 2018**

Councillor Coleman proposed that the petty cash payments for April-June 2018 be approved. This was seconded by Councillor Hennessy and carried unanimously.

**RESOLVED** That the petty cash payments for April-June 2018 be approved.

**257/18/19 (e) Invoices over £3,000**

The Town Clerk reported that there were two invoices over £3,000 which required approval as follows:

- SLDC – contribution to path improvement at Town View Field (part of Nobles Rest Park project) - £15k.
- Autocross Euroshel Ltd – bus shelter on Blackhall Road - £18,580 plus VAT, totalling £22,296. This was a joint project between different parties, with KTC holding the pot of monies. The Town Clerk advised that she had raised a small matter of finishing off work. The shelter would be inspected by CCC later in the week.

Councillor Coleman proposed payment of the two invoices over £3,000, subject to CCC inspection of the bus shelter on Blackhall Road. This was seconded by Councillor Rowley and carried with one abstention.

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

**258/18/19 EXCLUSION OF PRESS AND PUBLIC**

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

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

**259/18/19 STAFFING MATTERS** [Paragraph 1]

The Town Clerk announced that Florence McMahon, the new KTC Administrative Assistant, had started today. She will man the office during the public opening hours of 9.30-12.30pm Mon-Fri and work on until 2.30pm each day when she will predominately work on Mayoral engagements and events management.

**260/18/19 KENDAL TOURIST INFORMATION CENTRE** [Paragraph 3]

Councillor Severn noted that there were proposals to create another TIC facility in Kendal and requested further information. Councillor Coleman advised that Made in Cumbria had given a presentation to the Management Committee at their last meeting regarding the current TIC service being offered. KTC had also been approached by another party looking to set up tourist information services. It was considered only appropriate that both parties were aware of potential funding from KTC and given the opportunity to apply. The Town Clerk has written inviting both parties to apply and responses are awaited. Should any applications be received the Management Committee will assess and make a recommendation to Council for approval.

**261/18/19 READMISSION OF PRESS & PUBLIC**

It was proposed by Councillor Brook to move out of Part II and re-admit the press and public (none were present). This was seconded by Councillor Coleman and agreed unanimously.

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

The meeting ended at 9.40 p.m.

Signature .....

Date .....

## Mayor's Communications & Announcements August – September 2018

### August

<b><u>Meeting with Goodness Consciousness Movement</u></b> Mayor's Parlour	1 August	10:00-12:00
<b><u>Opening of Castle Street Shopping Centre</u></b>	14 August	11:00-11:30

### September

<b><u>South Lakes U3A Annual Open Morning</u></b> Kendal Town Hall	5 Sept	10.30-12:00
<b><u>Tour of Britain Sportive</u></b> Kendal RUFC, Mintbridge	8 Sept	17:00-19:00
<b><u>Kirkbie Kendal School Prize Giving</u></b> Kendal Leisure Centre	11 Sept	18:30-20:00
<b><u>Westmorland County Agricultural Society</u></b> Milnthorpe	13 Sept	12:30-17:30
<b><u>Torchlight Reception</u></b> Town Hall	14 Sept	17:00-22:00
<b><u>Kendal in Bloom Awards</u></b> Town Hall	20 Sept	18:30-21:00

## KENDAL TOWN COUNCIL

### Christmas Lights & Festivals Committee

17<sup>th</sup> July 2018

in The Mayor's Parlour, Town Hall, Kendal

- PRESENT** Councillors Shirley Evans (chair), Adam Edwards and Helen Ladhams
- Also in attendance was Brian Harrison from Kendal BID.
- APOLOGIES** Councillors Chris Hogg and Rachael Hogg
- OFFICERS** Janine Holt (Assistant to the Town Clerk)
- 181/18/19 PUBLIC PARTICIPATION**
- None.
- 182/18/19 DECLARATIONS OF INTEREST**
- None.
- 183/18/19 MINUTES OF THE MEETING HELD ON 24<sup>th</sup> APRIL 2018**
- Members were asked to accept the minutes of the meeting held on 24<sup>th</sup> April 2018 as a correct record of the proceedings. These minutes had been approved at the meeting of full Council on 14<sup>th</sup> May 2018.
- That the minutes of the meeting of the Committee held on 24<sup>th</sup> April 2018 be accepted as a correct record.
- 184/18/19 MATTERS ARISING (Not on Agenda)**
- Brian Harrison from Kendal BID reported that Kendal BID is up for ballot in November therefore there are no plans for Christmas lights 2018. Levy won't be paid until after the re-ballot which is too late to allocate money to Christmas lights. Councillor Evans thanked Brian for his attendance at the meeting.
- 185/18/19 REVIEW TERMS OF REFERENCE**
- The Terms of Reference were accepted.
- 186/18/19 BOUNDARY BOARD APPROVAL**
- Janine Holt informed the members that she had been approached by Kendal Rugby Club for approval to use the boundary boards to advertise their proposed music event. The boards are being utilised by the Lakes Alive Festival, so approval could not be granted.
- Janine Holt reported that she had received a grant application, which had arrived that day, for a music festival being held at Kendal Rugby Club at the end of August. The application was circulated and considered by the Committee. The Committee agreed that the

application does not meet the criteria. The Committee agreed to decline the request on the following grounds:

1. The Rugby Club has already received a £3500 grant for a winter festival
2. The deadline for submitting grant applications is by the end of October for the following financial year – this deadline has been missed.

**RESOLVED**

1. The boundary boards are being utilised by the Lakes Alive Festival so are not available.
2. The grant application for £5000.00 was not approved.

**187/18/19****CHRISTMAS LIGHTS SWITCH ON EVENT 2018**

Janine Holt reported that Global have taken over Lakeland Radio in March 2018 and they have confirmed that they are unable to provide a stage but would still like to be involved in the event. Elephant Yard and Westmorland Shopping Centre are not providing sponsorship this year. We have confirmed sponsorship from Castle Green Hotel and Lancastrian Estates. Taking into consideration the current confirmed budget, it was agreed that the event would go ahead with the actual switch on taking place near the Christmas tree. Janine agreed to organise the event over the summer period and update the group at an additional meeting scheduled for 4<sup>th</sup> September 2018.

**RESOLVED**

Janine Holt will organise the Christmas Lights Switch on Event over the summer period and report to the Committee at an additional meeting scheduled for 4<sup>th</sup> September 2018 at 7.00pm.

**188/18/19****FEEDBACK ON MEETING WITH CHRISTMAS PLUS (07/06/18)**

Janine Holt reported that the lights in trees near the bird cage need repairing at a cost of £350. The Committee discussed the possibility of having lights in the trees at Kendal Museum, Janine Holt agreed to get costings from Christmas Plus. The discussion moved on to utilising the flag poles on businesses for Christmas trees, Janine Holt confirmed that these have been load tested and are fit for purpose. Janine Holt was asked to explore this option further, it may not be feasible this year due to budget constraints, but this is something the Committee would like to see in the future.

The Chair suggested that Committee members take note of the lights display this year and provide feedback in the January meeting. Janine can then discuss any requirements with Christmas Plus when they meet before the end of the financial year.

**RESOLVED**

Janine Holt will contact Christmas Plus to ascertain the cost of installing lights into the trees at Kendal Museum. Janine Holt will also explore further the possibility of having Christmas trees in the flag poles.

**189/18/19 FINKLE & STRAMONGATE – LAKES ALIVE FESTIVAL**

Janine Holt asked the Committee to consider the request for the festival to use the banner space at Finkle Street and on Stramongate. Janine Holt confirmed that banner space can be utilised by others, not just Kendal Town Council. Cost of changing over the banner must be borne by the user and the Kendal Town Council banner must be re-erected.

The Committee agreed to the banner space being utilised for the Lakes Alive Festival banner.

**RESOLVED** Approval was granted for the Lakes Alive Festival to use the banner space at Finkle Street and Stramongate.

**190/18/19 ITEMS FOR THE NEWSLETTER**

1. Christmas lights festival to go in Autumn/Winter newsletter
2. Timetable of events to go in the Spring/Summer newsletter

**191/18/19 REVIEW OF SPEND AGAINST BUDGET**

Janine Holt presented the budget statement and the contents were noted by members.

**192/18/19 ANY OTHER BUSINESS**

Councillor Edwards highlighted that the Lakes Alive festival needs more promotion.

**193/18/19 DATE OF NEXT MEETING**

22<sup>nd</sup> October 2018  
Interim meeting to be held on 4<sup>th</sup> September 2018

The meeting closed at 8.10pm.

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

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>
<b>186</b>	Kendal Rugby Club - Boundary Board Approval	1. The boundary boards are being utilised by the Lakes Alive Festival so are not available. 2. The grant application for £5000.00 was not approved.
<b>187</b>	Christmas Lights Switch on Event 2018	Janine Holt will organise the Christmas Lights Switch on Event over the summer period and report to the Committee at an additional meeting scheduled for 4 <sup>th</sup> September 2018 at 7.00pm.
<b>188</b>	Feedback on Meeting with Christmas Plus	Janine Holt will contact Christmas Plus to ascertain the cost of installing lights into the trees at Kendal Museum. Janine Holt will also explore further the possibility of having Christmas trees in the flag poles.
<b>189</b>	Finkle Street & Stramongate – Lakes Alive Festival	Approval was granted for the Lakes Alive Festival to use the banner space at Finkle Street and Stramongate.

# KENDAL TOWN COUNCIL

## Kendal in Bloom Committee

**Monday 23<sup>rd</sup> July 2018 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Andy Blackman (Chair), Richard Sutton (Vice Chair), Adam Edwards, Carol Hardy and Chris Rowley
- Co-opted: Tony Rothwell (Kendal Civic Society), Caroline Stuart (Horticare), Deborah Clarke (SLDC), Mandy Nicholson and Brian Harrison
- APOLOGIES** None.
- OFFICERS** Janine Holt (Assistant to the Town Clerk), Pierre Labat (Townscape Manager) and Nicky King (Council Secretary)
- 194/18/19 INTRODUCTION**
- The Chair welcomed those present. General introductions then took place, this being the first meeting of the Kendal in Bloom Committee following recent KTC elections.
- 195/18/19 PUBLIC PARTICIPATION**
- Councillor Eamonn Hennessy was in attendance for item 7 on the Agenda (Fletcher Park Community Support Funding Request).
- 196/18/19 DECLARATIONS OF INTEREST**
- There were no declarations of interest made at this point.
- 197/18/19 MINUTES OF THE MEETING HELD ON 16<sup>TH</sup> APRIL 2018**
- The Chairman presented the minutes of the meeting held on 16<sup>th</sup> April 2018, which had been approved by full Council on 14<sup>th</sup> May 2018.
- Councillor Sutton proposed that the minutes be accepted as a correct record. This was seconded by Brian Harrison and carried unanimously.
- RESOLVED** That the minutes of the meeting of the Committee held on 16<sup>th</sup> April 2018 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 198/18/19 Update on Planters (Ref Minute 1132/17/18)**
- Janine Holt advised that matters had progressed. The Town Clerk had taken the decision to replace the trees immediately and this work had been carried out. Unfortunately it appears the trees are failing. It is not known whether this is due to the unusually hot weather or timing of the works. Advice received from Graham Nicholson was to

keep watering the trees and monitor over the coming months. It was agreed to follow this advice and report back at the next meeting in October.

**RESOLVED** To continue watering the replacement trees and monitor progress. Report to be given at next Committee meeting.

**199/18/19** BID Application (1135/17/18)

The Chair requested an update on the completion of an application form for submission to BID for the funding of various projects. Brian Harrison advised there would be a re-ballot in November and suggested waiting until then. It was agreed to put on hold for the time being.

**RESOLVED** That the application to BID for funding of various projects be put on hold until after the re-ballot in November.

**200/18/19** **REVIEW TERMS OF REFERENCE**

Members considered the Terms of Reference for the Committee.

The Chair asked Members for their thoughts on holding Committee meetings on an alternative day of the week. After a general discussion it was agreed to continue with quarterly meetings on a Monday evening.

Councillor Edwards proposed that the Terms of Reference be accepted. This was seconded by Councillor Sutton and carried unanimously.

**RESOLVED** That the Terms of Reference be accepted.

**201/18/19** **APPOINTMENT OF EX CLLRS OLDHAM AND WALKER AS CO-OPTED MEMBERS**

Committee discussed the appointment of ex Councillors Oldham and Walker as co-opted Members. It was the Chair's understanding that a maximum of 5 co-opted Members were permitted. As Committee currently have 5 co-opted Members it was agreed clarification should be sought on the rules. The Chair and Janine Holt will make enquiries.

**RESOLVED** That the Chair and Janine Holt seek clarification as to the rules on co-opted Members.

**202/18/19** **FLETCHER PARK COMMUNITY SUPPORT FUNDING REQUEST**

At the last meeting Committee had considered a request for a contribution of £300 towards the cost of 10-15 replacement trees at Fletcher Park. The request had been made by members of the community who were unhappy about recent felling of trees in the Park, along with several other issues of concern. Committee had requested further information.

Councillor Eamonn Hennessy attended the Committee meeting as a member of the public and also as Ward Councillor. He informed Members that the Park had originally been owned by residents of Parr Street and Sunnyside. In early 2018 a number of trees had been felled by SLDC without notice. The trees were at the end of their natural life cycle. This action prompted a meeting of a number of residents who felt they had not been kept informed. Eamonn Hennessy had met with around 25 residents and it was suggested that the group formally constitute themselves. This has been actioned and the group are now reconstituted as The Friends of Fletcher Park. He advised that the group has received funding offers from SLDC and Councillor Rachael Hogg towards replacement trees. The group were requesting a contribution of £300 from KTC and would match any funds granted by the Committee. The estimated cost is £1,200-£1,500.

Deborah Clarke commented that if the work was actioned it may be relevant to the judging of future Bloom routes.

The Chair queried timescale. Eamonn Hennessy advised that planting would likely be October/November this year. Species etc need to be discussed and agreed.

Tony Rothwell asked whether SLDC would be looking at land drainage issues. Deborah Clarke confirmed they would.

Chris Rowley referred to the policy to replace any lost trees. Deborah Clarke confirmed this policy was in place, however trees would not necessarily be replaced in the same location as they were lost. She advised that a record of lost trees and replacement trees was kept. Any possible locations for the planting of new trees was also noted.

Brian Harrison referred to previous discussions in connection with a memorial arboretum which would stretch along Gooseholme. He suggested that if a plan could be put together for when the tree planting budget was next available (it is issued in tranches) it could be presented to the BID. The replacement trees are part of a larger plan and could be linked into BID proposals. He added that the Environment Agency are also keen.

It was proposed by Councillor Edwards that Committee grant £300 to The Friends of Fletcher Park. This was seconded by Councillor Hardy and carried unanimously.

## **RESOLVED**

That Committee grant £300 to The Friends of Fletcher Park towards the cost of replacement trees.

## **203/18/19**

### **CUMBRIA IN BLOOM JUDGING**

The Chair advised that two judges had been escorted around the Cumbria in Bloom route (one of which was a mentor to KTC). Feedback received was very positive and the Chair was confident that a good report would be received. The Awards ceremony is in September when the results will be announced.

Councillor Rowley mentioned that residents of Wainwright Court had congratulated KTC on this year's blooms.

Tony Rothwell referred to the hanging of baskets and mentioned that he thought these were traditionally hung lower on the chains. The Townscape Manager was not aware of this (having not received a handover period). It would be taken into consideration next year, although it was noted that baskets are now hung by the contractor due to health and safety reasons.

Brian Harrison mentioned the Air Cadets and a watering scheme for businesses hanging baskets. He said that if such a scheme could be implemented it would encourage more businesses to participate.

The Chair noted that as Mayor last year he had written a generic letter to businesses thanking them for their participation. Janine Holt commented that there had been a high level of business participation and it was important this be acknowledged. It was agreed that the Chair would write a letter.

**RESOLVED**

That the Chair write a letter to businesses thanking them for their participation.

**204/18/19**

**UPDATE ON KENDAL IN BLOOM INITIATIVE**

The Kendal in Bloom competition runs alongside Cumbria in Bloom. The theme this year is celebrating the centenary of the end of WW1, using the colours red, white and blue. Janine Holt advised that 3 allotment holders, 3 businesses, 2 community projects and 5 schools would like to take part.

Volunteers were requested to visit sites, take photographs etc. The volunteers will say a few words and present the certificates at the KIB Awards Ceremony which will take place on 20<sup>th</sup> September 2018. The following was agreed:

- Allotments – Mandy Nicholson and Tony Rothwell. To be arranged during the next two weeks.
- Businesses – Lynne Oldham and Mandy Nicholson.
- Community Projects – Councillors Rowley and Sutton.

The Chair announced that he had arranged for a guest speaker at the presentation evening. Jacqui Cottam, a governor at Heron Hill School, initiated a project at the school and was recently involved in the Tatton Park Flower Show. The Chair expressed his wish to develop the KIB Awards Ceremony and said he would like a guest speaker each year.

**205/18/19**

**KENDAL IN BLOOM ACTION PLAN**

The Chair presented an Action Plan which consisted of feedback received from Britain in Bloom and Cumbria in Bloom competitions

last year, along with action points. The Plan was broken down into three sections, (a) Horticultural Achievement, (b) Environmental Responsibility and (c) Community Participation. Members were requested to consider the Action Plan and email any ideas on how the action points could be moved forward to the Chair. It was agreed to discuss the Action Plan further at the next meeting.

The Chair noted a previous aspiration for the KIB Committee to work on year round activity. He put forward an idea to create wheelbarrow gardens which would take part in the Torchlight parade. The Torchlight theme is storybooks and authors and the wheelbarrows would be decorated accordingly.

Members discussed the idea and agreed it was worth pursuing. Brian Harrison suggested involving the cadet forces and mentioned a Red Arrow wheelbarrow display. It was agreed that he would research this further.

Tony Rothwell suggested using a trailer on the back of the KTC vehicle with the wheelbarrows on the trailer. Members agreed unanimously with this idea and agreed the story theme would be Peter Rabbit.

It was further agreed that a working group comprising of the Townscape Manager, Janine Holt, Councillor Edwards, Councillor Blackman, Caroline Stuart and Tony Rothwell would progress the idea.

It was suggested by the Chair that themes for school gardens be included in the Action Plan and on the agenda for the next meeting in October. Members agreed that schools should be informed early in the year (January).

It was also suggested by the Chair that Keep Kendal Mint Clean be involved in the last part of the parade, picking up any litter.

Janine Holt had been approached by the British Legion regarding the option to purchase military silhouettes for Remembrance Sunday. The silhouettes cost £250 each and are made from sheet metal. Proceeds go to the Poppy Fund. There was a general discussion and various suggestions were made for possible locations for placing the silhouettes. The Chair queried whether the matter would be best considered by the Mayoralty & Arts Committee and this was agreed. Town Clerk to be asked how best to progress.

## **RESOLVED**

1. That the Action Plan be discussed further at the next meeting.
2. That the nominated working group progress the idea of wheelbarrow gardens to participate in the Torchlight parade.
3. That themes for school gardens be considered at the next meeting and included in the Action Plan.
4. That the Mayoralty & Arts Committee be asked to consider the possible purchase of military silhouettes. The Town Clerk to be asked how best to progress.

**206/18/19****CUTTING OF GRASS VERGES ON SHAP ROAD**

Mandy Nicholson reported that the grass verges on Shap Road had looked better this year. However the area underneath the railway bridge is a grot spot, as is the area near the Porsche garage and Harry's Pantry. She also mentioned a tree near the cricket club which was growing over the path and was almost impossible to walk under. The problem of litter outside the laundry was also highlighted. It was agreed that a letter would be written from the Committee in respect of the litter.

Mandy Nicholson also reported that brambles were forcing down the wall directly opposite the new Sainsbury's. Deborah Clarke said this may be the responsibility of Queen Katherine School but would check.

On a positive note, Mandy Nicholson noted that the flowers on the rise looked very good. Deborah Clarke advised that she would follow up as many issues as possible.

**RESOLVED**

1. That a letter be written on behalf of the Committee regarding the litter problem outside the laundry on Appleby Road.
2. Deborah Clarke to follow up as many issues highlighted as possible.

**207/18/19****CROCUSES 2018/2019 – KENDAL ROTARY**

Janine Holt advised that KTC had been involved with the Kendal Rotary initiative to plant crocuses around the town for the past 5-6 years. KTC normally fund 10,000 crocuses. Kendal Rotary were seeking funding for this year's planting.

Councillor Rowley suggested appropriate locations for planting needed to be considered, along with a policy on colour choice.

Following a general discussion, it was proposed by Councillor Hardy to fund 10,000 crocuses, subject to approval of planting locations. This was seconded by Councillor Edwards and carried with 1 Member against.

**RESOLVED**

That Committee continue to work with Kendal Rotary and fund the purchase of 10,000 crocuses for this year's planting.

**208/18/19****ITEMS FOR THE NEWSLETTER**Autumn/Winter 2018 Edition:

- CIB results
- Torchlight – photograph of trailer.

Spring 2019 Edition:

- KIB initiative
- Possibly a litter pick.

**209/18/19****REVIEW OF SPEND AGAINST BUDGET 2018/19**

Members considered the Financial Statement as at the end of June 2018. The following was highlighted:

- Community Projects budget - expenditure agreed during the meeting for crocus planting and grant of £300 to the Friends of Fletcher Park.
- Installation & Maintenance – overspent by £197.
- Pollinator Project – £1,300 budget remaining. The Chair requested a report be presented on progress of the Pollinator Project at the next meeting by Councillor Rowley.

Councillor Edwards referred to Sponsors and suggest that, with the issues at Shap Road and Appleby Road in mind, Sainsbury's be approached for sponsorship, along with industrial businesses and other shopping outlets in that area of town. It was agreed that Janine Holt would pursue.

**RESOLVED**

1. That Councillor Rowley present a report on the Pollinator Project at the next Committee meeting.
2. That Janine Holt pursue the idea of approaching Sainsbury's, along with industrial businesses and other shopping outlets in that area of town, for sponsorship.

**210/18/19****ANY OTHER BUSINESS**

As Chair of the Sandylands Residents Association, Councillor Edwards informed Committee of the desire for planters at the top of Sandylands Road. It was suggested by the Townscape Manager that the planters which had been moved from Blackhall Road to make way for the new bus shelter could potentially be relocated. There was a general discussion regarding responsibility of planting/maintenance etc. Councillor Rowley pointed out that the Action Plan referred to a lack of colour at Blackhall Road and queried whether these planters should be replaced.

It was agreed that the Chair would give the request for planters further consideration and explore the suggestion with the Environment & Highways Committee.

**RESOLVED**

That the Chair give the request for planters at the top of Sandylands Road further consideration and explore the suggestion with the Environment & Highways Committee.

**211/18/19****DATE OF THE NEXT MEETING**

That the next meeting will be held on Monday 8<sup>th</sup> October 2018 at 7.00pm.

The meeting closed at 8.42pm.

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

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>198</b>	Update on Planters	<b>RES</b>	To continue watering the replacement trees and monitor progress. Report to be given at next Committee meeting.
<b>199</b>	BID Application	<b>RES</b>	That the application to BID for funding of various projects be put on hold until after the re-ballot in November.
<b>200</b>	Terms of Reference	<b>RES</b>	That the Terms of Reference be accepted.
<b>201</b>	Appointment of Ex Cllrs Oldham and Walker as Co-opted Members	<b>RES</b>	That the Chair and Janine Holt seek clarification as to the rules on co-opted Members.
<b>202</b>	Fletcher Park Community Support Funding Request	<b>RES</b>	That Committee grant £300 to The Friends of Fletcher Park towards the cost of replacement trees.
<b>203</b>	Cumbria in Bloom Judgin	<b>RES</b>	That the Chair write a letter to businesses thanking them for their participation.
<b>205</b>	Kendal in Bloom Action Plan	<b>RES</b>	<ol style="list-style-type: none"> <li>1. That the Action Plan be discussed further at the next meeting.</li> <li>2. That the nominated working group progress the idea of wheelbarrow gardens to participate in the Torchlight parade.</li> <li>3. That themes for school gardens be considered at the next meeting and included in the Action Plan.</li> <li>4. That the Mayoralty &amp; Arts Committee be asked to consider the possible purchase of military silhouettes. The Town Clerk to be asked how best to progress.</li> </ol>
<b>206</b>	Cutting of Grass Verges on Shap Road	<b>RES</b>	<ol style="list-style-type: none"> <li>1. That a letter be written on behalf of the Committee regarding the litter problem outside the laundry on Appleby Road.</li> <li>2. Deborah Clarke to follow up as many issues highlighted as possible.</li> </ol>
<b>207</b>	Crocuses 2018/2019 – Kendal Rotary	<b>RES</b>	That Committee continue to work with Kendal Rotary and fund the purchase of 10,000 crocuses for this year's planting.
<b>209</b>	Review of Spend Against Budget 2018/19	<b>RES</b>	<ol style="list-style-type: none"> <li>1. That Councillor Rowley present a report on the Pollinator Project at the next Committee meeting.</li> <li>2. That Janine Holt pursue the idea of approaching Sainsbury's, along with</li> </ol>

			industrial businesses and other shopping outlets in that area of town, for sponsorship.
<b>210</b>	AOB – Planters at the top of Sandylands Road	<b>RES</b>	That the Chair give the request for planters at the top of Sandylands Road further consideration and explore the suggestion with the Environment & Highways Committee.

# KENDAL TOWN COUNCIL

## Audit, Grants and Charities Committee

**Monday 30<sup>th</sup> July 2018 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Matt Severn (Chair), Geoff Cook (Vice Chair), Pat Gibson, Paul Bramham, Robert Crawford, Julia Dunlop, Douglas Rathbone and Chris Hogg
- APOLOGIES** None
- OFFICERS** Jack Jones (past Town Treasurer), Judith Lomax (temporary Treasurer) and Nicky King (Council Secretary)
- 212/18/19 INTRODUCTION**
- The Chair welcomed those present. General introductions then took place, this being the first meeting of the Audit, Grants & Charities Committee following recent KTC elections. Judith Lomax was introduced to the Committee. Judith has been appointed as Treasurer on a temporary contract from a recruitment agency. Jack Jones is assisting with handover and was also in attendance.
- 213/18/19 PUBLIC PARTICIPATION**
- None.
- 214/18/19 DECLARATIONS OF INTEREST**
- There were no declarations of interest made at this point.
- 215/18/19 MINUTES OF THE MEETING HELD ON 30TH APRIL 2018**
- The Chairman presented the minutes of the meeting held on 30<sup>th</sup> April 2018, which had been approved by full Council on 14<sup>th</sup> May 2018.
- It was proposed by Councillor Bramham that the minutes be approved as a correct record of the meeting. This was seconded by Councillor Cook and carried.
- RESOLVED** That the minutes of the meeting of the Committee held on 30<sup>th</sup> April 2018 be accepted as a correct record.
- 216/18/19 MATTERS ARISING (Not on Agenda)**
- None.
- 217/18/19 ANNUAL REVIEW OF THE TERMS OF REFERENCE**
- Members considered the Terms of Reference for the Committee.
- Councillor Bramham proposed that the Terms of Reference be accepted without amendment. This was seconded by Councillor Dunlop and carried unanimously.

**RESOLVED** That the Terms of Reference be accepted without amendment.

**218/18/19 MEETING DATES 2019**

Members considered the meeting dates for 2019 that had been previously circulated. It was agreed that these be accepted.

It was noted that the date in April was close to SLDC elections, however Members did not consider the date needed to be altered.

**RESOLVED** That the meeting dates for 2019 be approved.

**219/18/19 ANNUAL WORK PROGRAMME**

Jack Jones presented the Annual Programme of Work for the Committee for Members' information and guidance. Members noted the contents.

**RESOLVED** That the Annual Programme of Work be noted.

**220/18/19 BUDGETARY CONTROL STATEMENT – THREE MONTHS ENDED 30<sup>TH</sup> JUNE 2018**

Jack Jones presented the Budgetary Control Statement for the first quarter of the financial year. He commented that it was too early in the financial year to identify any trends. The Statement shows substantial underspending, which is usual at this stage.

The following points were highlighted:

Expenditure

There is currently just under £17,000 underspending. This is very similar to previous years at this stage and can be expected to decrease as the year progresses.

Management

Staff Salaries currently show approximately £1,300 overspend against the profiled budget. There were a number of reasons for this; the Administrative Assistant's post has been covered by an agency employee at a slightly higher cost, the leaving Treasurer has been paid for additional hours worked in preparing for a handover to his replacement. The Mayor's Attendant's costs are also high due to civic events and work resulting from the Condition Survey which was a time consuming project. This could now be expected to stabilise, but the situation should be monitored.

Kendal in Bloom

There is currently no planting contract in place so there is some uncertainty about the adequacy of resources. Jack Jones suggested that spending for this Committee be monitored.

It was noted that confirmation of the final cost of the Parish Poll is still awaited. Budget of £17,000 is currently being held aside until this is confirmed. Councillor Hogg pointed out that significant projects have

been put on hold until this is finalised. He also referred to the work arising from the Condition Survey and suggested that the Mayoralty & Arts Committee be asked for further details, for example how often the survey will be carried out.

Jack Jones concluded that the budgetary control statement indicates that expenditure to 30<sup>th</sup> June 2018 is within the profiled budget for the year to date, with a current net underspending of £16,747. This can be expected to decrease as the year progresses and spending programmes on Allotments, Bloom and Highways & Infrastructure pick up, while the £11,922 of unallocated grants can be expected to be spent by the year end. He asked Committee to consider the report and forward comments to full Council.

Committee approved the Budgetary Control Statement for three months ended 30<sup>th</sup> June 2018. It was suggested that all Committees should give consideration to available balances, particularly in the case of the Kendal in Bloom Committee.

**RESOLVED**

That Committee approve the Budgetary Control Statement for three months ended 30<sup>th</sup> June 2018. All Committees to give consideration to available balances, particularly in the case of the Kendal in Bloom Committee.

**221/18/19****INTERNAL AUDIT MANAGEMENT LETTER AND ISSUES ARISING**

Members considered the Internal Audit Management Letter which had been previously circulated.

Jack Jones informed Committee that the Council's Internal Auditor, R F Millers, have repeated the note from previous years regarding the high proportion of cash invested with a single organisation, the Cumberland Building Society. It was confirmed that the investment with Cumberland Building Society was entirely in line with the Council's policy. The 90 day notice account with the Society pays a preferential rate of interest which is no longer achievable.

Members noted the Internal Audit Management Letter and considered the investment with Cumberland Building Society to be satisfactory.

**RESOLVED**

That the Internal Audit Management Letter be noted and Committee consider the investment with Cumberland Building Society to be satisfactory.

**222/18/19****GENERAL GRANTS**

In April 2018 the concept of longer term funding agreements for general grant recipients was referred to the Committee for consideration. The Committee deferred making any recommendations for 2019/20, as it would create a commitment for an incoming Council. It had been resolved that the Treasurer would re-draft the report on multi-year funding agreements for further consideration at the next meeting.

Jack Jones presented the re-drafted paper to Members. He explained that, with the exception of a single grant to the Brewery Arts Centre, grants have been made for one year only. The previous membership of the Committee considered the matter at its April meeting. Its opinion was that multi-year agreements should be for no more than three years and that there needed to be a break out clause should the funds be misused or the organisation ceased to exist etc. Any offer of multi-year agreements would apply to grant applications for the 2019/20 financial year, which will be invited this summer. The Treasurer advised that in principle, there was no problem with the concept of multi-year agreements; the Council's finances are stable and its Grants budget has been maintained at a consistent or improved level for several years. He commented that a more difficult decision would be which organisations should be eligible.

Committee were asked to consider whether Council should introduce multi-year funding agreements and, if so, the scope and conditions attaching to such agreements. In addition they were asked whether they should be offered to selected organisations, or more generally on request. He suggested that if the concept was to be adopted it should be on a trial basis.

A general discussion ensued. Members considered the administrative implications on both Officers and Committee if the concept was adopted. It was highlighted that longer term agreements offer increased security to some organisations and help them secure substantial external funding.

Councillor Hogg proposed that Council be recommended to introduce 3 year funding agreements to recipients that are currently regularly funded over £1,500. This would apply to Kendal Brewery Arts Centre, Abbot Hall – Lakeland Arts Trust, One Voice, The Quaker Tapestry at Kendal, South Lakes Citizens Advice Bureau and Sandgate Hydrotherapy Pool. Funding to apply to grant applications for the 2019/20 financial year. This was seconded by Councillor Bramham and carried with 1 Member against.

It was further proposed by Councillor Gibson to accept the recommendations 8b and 8c in the paper. This was seconded by Councillor Rathbone and carried.

**RECOMMENDATION** That Council introduce 3 year funding agreements to recipients that are currently regularly funded over £1,500. This would apply to Kendal Brewery Arts Centre, Abbot Hall – Lakeland Arts Trust, One Voice, The Quaker Tapestry at Kendal, South Lakes Citizens Advice Bureau and Sandgate Hydrotherapy Pool. Funding to apply to grant applications for the 2019/20 financial year.

**RESOLVED** That recommendations 8b and 8c contained in the General Grants: Multi-Year Funding Agreements paper be accepted.

**223/18/19 ITEMS FOR THE NEWSLETTER**

Spring edition – article on budget to be included.

**224/18/19 ANY OTHER BUSINESS**

None.

**225/18/19 DATE OF NEXT MEETING**

Tuesday 30<sup>th</sup> October 2018 at 7pm.

The meeting closed at 8.00pm.

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

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>217</b>	Terms of Reference	<b>RES</b>	That the Terms of Reference be accepted without amendment.
<b>218</b>	Meeting Dates 2019	<b>RES</b>	That the meeting dates for 2019 be approved.
<b>219</b>	Annual Work Programme	<b>RES</b>	That the Annual Programme of Work be noted.
<b>220</b>	Budgetary Control Statement	<b>RES</b>	That Committee approve the Budgetary Control Statement for three months ended 30 <sup>th</sup> June 2018. All Committees to give consideration to available balances, particularly in the case of the Kendal in Bloom Committee.
<b>221</b>	Internal Audit Management Letter and Issues Arising	<b>RES</b>	That the Internal Audit Management Letter be noted and Committee consider the investment with Cumberland Building Society to be satisfactory.
<b>222</b>	General Grants	<b>REC</b>	That Council introduce 3 year funding agreements to recipients that are currently regularly funded over £1,500. This would apply to Kendal Brewery Arts Centre, Abbot Hall – Lakeland Arts Trust, One Voice, The Quaker Tapestry at Kendal, South Lakes Citizens Advice Bureau and Sandgate Hydrotherapy Pool. Funding to apply to grant applications for the 2019/20 financial year.
		<b>RES</b>	That recommendations 8b and 8c contained in the General Grants: Multi-Year Funding Agreements paper be accepted.

# KENDAL TOWN COUNCIL

## Planning Committee

**Monday 6<sup>th</sup> August 2018 at 6.00 p.m.**  
**in the SLDC Chairman's Room, the Town Hall, Kendal**

- PRESENT** Councillors Douglas Rathbone (Chair), Alvin Finch (Vice Chair & Deputy Mayor), Jonathan Cornthwaite, Pat Gibson, Susanne Long and Graham Vincent
- APOLOGIES** Dave Miles and Michele Miles
- OFFICERS** Nicky King (Council Secretary)
- 226/18/19 PUBLIC PARTICIPATION**
- None.
- 227/18/19 DECLARATIONS OF INTEREST**
- There were no declarations of interest made at this point.
- 228/18/19 MINUTES OF MEETING HELD ON 16<sup>TH</sup> JULY 2018**
- Members considered the minutes of the Committee meeting held on 16<sup>th</sup> July 2018.
- Councillor Finch proposed that the minutes be accepted as a correct record. This was seconded by Councillor Cornthwaite and carried unanimously.
- RESOLVED** That the minutes of the meeting held on 16<sup>th</sup> July 2018 be accepted as a correct record, and signed by the Chair.
- 229/18/19 MATTERS ARISING**
- Councillor Rathbone informed Members that following the last meeting when Committee had discussed KTC policy of refusing replacement UPVC windows and doors in Conservation Areas, he had received a query on this topic from Councillor Dunlop. It had been agreed at that meeting that Councillor Rathbone would write to SLDC Planning Department to seek clarification as to current guidelines in order that the policy may be reviewed. Councillor Rathbone reported that a letter had been sent, however the reply suggested contacting SLDC Officers for further guidance. He advised that he would now take this course of action and report back to Committee.
- There was a general discussion regarding the effectiveness of the relationship between SLDC Planning Department and KTC Planning Committee. Members had some concern that they had no means of tracking ultimate decisions made by SLDC once the Committee had submitted their recommendations. There was a general feeling that further information/training on the SLDC planning process would be

beneficial. Councillor Finch commented that it would be useful if someone from SLDC could attend a Committee meeting to explain the system in more detail.

**RESOLVED**

That Councillor Rathbone contact SLDC Planning Officers to seek further guidance as to current Conservation Area Guidelines in respect of replacement UPVC windows and doors and report back to Committee.

**230/18/19****CONSULTATION ON DRAFT STATEMENT OF COMMUNITY INVOLVEMENT (SCI) JULY 2018**

The Planning Committee had been asked to consider the draft Statement of Community Involvement (SCI), July 2018 and submit their views to SLDC by 7<sup>th</sup> September.

The SCI sets out how and when SLDC will engage with the community and other key stakeholders when they prepare and revise Local Plan documents. It also explains how the community will be consulted on planning applications. The Chair highlighted item 6 and Appendix 2 in the draft document as being most relevant to the Planning Committee.

Members noted the draft Statement and commented that they would wish to be included and consulted with at every stage.

**RESOLVED**

That the Chair submit the Committee's comments on the draft SCI to SLDC by the deadline of 7<sup>th</sup> September.

**231/18/19****CUMBRIA COUNTY COUNCIL – APPLICATION FOR PAVEMENT LICENCE AT BANGKOK 7, 24 FINKLE STREET, KENDAL**

Committee considered the application for a pavement licence. It was noted that proposals for hoardings at the property had previously been refused. There was some discussion regarding how far the tables would extend and access for emergency vehicles.

Members agreed that the application should be supported and encouraged as it would help improve street culture/evening trade in the town centre. Committee had no objections to the application provided the plan attached was adhered to.

**RESOLVED**

That Committee had no objections to the application provided the plan attached was adhered to.

**232/18/19****CUMBRIA COUNTY COUNCIL APPLICATION REF 5/18/9009 – KENDAL WASTE WATER TREATMENT WORKS, WATTSFIELD ROAD, KENDAL**

Members considered the proposal to vary Condition 1 of planning application 5/16/9007 relating to the temporary outfall for up to 12 months whilst the existing one is reinstated. The Chair explained that this related to reinstatement of the outfall subsequent to Storm Desmond. The applicant had originally applied in 2016 for a temporary outfall and closing of the right of way until the permanent

outfall was complete. They now wanted to make the temporary outfall permanent due to unforeseen circumstances.

Councillor Long commented that Committee were not experts in such matters. It was agreed to recommend approval, subject to all appropriate controls/checks being in place and the public right of way being part of a permanent feature.

Chair to feedback comments to CCC by 14<sup>th</sup> August.

**RESOLVED**

That the Chair feedback comments to CCC by 14<sup>th</sup> August.

**233/18/19****NOTICE OF WITHDRAWN APPEAL – LAND ADJACENT TO NORTH SIDE OF NATLAND MILL BECK LANE, KENDAL**

Committee were pleased to note the withdrawn appeal. They have been consistent in their understanding of the impact of the previous planning applications. An application has yet to be received which will meet the aspirations and wants of the residents.

**RESOLVED**

That Committee are pleased to note the withdrawn appeal.

**234/18/19****TREE PRESERVATION ORDER NO. 288 2018 – BEEZON LODGE, BEEZON ROAD, KENDAL**

Committee noted the Tree Preservation Order.

**235/18/19****ANY OTHER BUSINESS****Public Path Diversion at Vicarage Park School**

Committee had received notification from CCC of the Public Path Diversion and Definitive Map and Statement Modification Order 2017 at Vicarage Park School. The Order related to a permanent diversion of footpath No. 536046 to divert the path away from the school play area.

Committee noted the Order.

**236/18/19****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 7.12pm

Signed .....

Dated .....

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA <a href="#">0604</a>	<b>54 Valley Drive, Kendal</b> Front porch extension	08.08.2018	<b>Approve</b>
2	FPA <a href="#">0625</a>	<b>Stramongate County Primary School, Blackhall Road, Kendal</b> Erection of a timber shelter for bicycle racks	16.08.2018	<b>Approve</b>
3	FPA <a href="#">0651</a>	<b>98 Stricklandgate, Kendal</b> Formation of an opening at ground floor level between two properties, internal refurbishment and alterations to re-model shop/office including full replacement of first floor and roof structure and installation of new windows to the rear elevations only	17.08.2018	<b>Approve</b>
4	FPA <a href="#">0526</a>	<b>Land to South of Lumley Road, Kendal</b> Variation of conditions 1 (approved plans) and 6 (boundary treatments) from SL/2016/0519 (Erection of 110 dwellings; associated infrastructure and landscaping; and discharge of condition 9 (surface water drainage) attached to outline permission SL/2014/0846)	20.08.2018	<b>Refuse</b>  Committee continue to be concerned regarding discharge of Condition 9.  Previous comments relating to application No. SL/2018/0526 yet to be addressed.
5	FPA <a href="#">0636</a>	<b>105 Sedbergh Road, Kendal</b> Replacement single storey rear extension	20.08.2018	<b>Approve</b>

# KENDAL TOWN COUNCIL REPORT

To: Full Council	3 <sup>rd</sup> September 2018
From: Cllr Hennessy	Agenda Item No. 11

I attended the SLACC meeting on August 2<sup>nd</sup> 2018 in my role as Kendal Town Councillor.

## **Group Reports**

The group currently oversees several projects and reports were provided with regards to the following:

### **People's Café**

The People's Café is currently on an enforced break from its usual activities at South Lakes Foyer due to a seasonal lack of volunteers. They have however been providing a much needed service by way of free "school" meals at the Parish Hall on Wednesdays throughout the summer holidays. On the first of these days the team served **60 meals** to those in need.

The People's Café has relied in part upon local supermarkets to provide them with their "waste" food on a regular basis. It is concerning to report that that certain supermarkets have reduced the amount of food they are providing quite substantially as they claim (presumably as part of corporate policy) that they do not "waste food". In addition it was reported that some of the food being provided was not fit for consumption.

The service provided is clearly much needed as demonstrated by the number of customers who use it on a regular basis. It was suggested that a short term working group be put together to work to ensure that this provision can be sustained. This group will concentrate on three key areas –

- To ensure that all members are familiar with the current situation and of past efforts made to develop.
- To identify strengths and weaknesses in the context of longer term and more sustainable distribution and use of otherwise wasted food in recognition of the large carbon cost of wasted food.
- To produce recommendations for its future development alongside the beginnings of an action or business plane.

The sustainability of the project will be in part reliant upon the ability to source quality, fresh ingredients for the meals to be provided and it was suggested that smaller businesses and cafés may be approached.

The People's Café is a key asset to many people within Kendal and it is hoped that where possible Kendal Town Council will do all it can to encourage and support the growth of the facility.

## **SLACC Projects** – Pollination Project

This 3 year scientific and education project has Town Council backing and is currently in its second year. It has attracted the attention and enjoyed the support of several local groups and schools who have enjoyed taking part in regular monitoring of the sites. The group receives advisory support from the Hydrology and Ecology department of Lancaster University as it works towards its aim of obtaining funding from the Royal Society. It requires however a commitment from one specific local school to act as a “lead school” in order to achieve this aim. It is felt that the imposition of strict syllabuses and the difficulties related to time commitment from teachers is making this rather difficult.

## **Zero Waste**

There are several mini projects under this umbrella.

The water refill scheme is ongoing with the aim of providing a network of identifiable premises that are happy to allow residents to fill their re-useable water bottles.

Booths have committed to “doing something” to help reduce waste and the group has indicated that they will meet to discuss how they are delivering on their commitment and how they may improve.

Cumbria Tourism is working on a zero-waste toolkit. This will be accessible via their website and will be specifically aimed at encouraging providers of accommodation within Cumbria to limit and eventually eradicate their use of single-use plastics.

It was felt that Zero-Waste needs more momentum and that the regular newsletter could be used to discuss future direction. The forthcoming months will indicate the extent to which ZWK can develop now that its originator, Mary Edwards, is leaving Kendal.

## **Old Hutton Power Station**

There were discussions regarding Staterra's planning application for the proposed gas power station at Old Hutton which is currently with SLDC's planning department.

The group discussed and approved the issuing of a letter to SLDC which will be accompanied by a precise and detailed report by Dr Henry Adams which strongly objects to this particular application. This on the grounds that the emissions created would be **5 times** the Carbon target (relative to the size of the proposal) for 2030 and that low carbon alternatives are available. This letter and report will be sent to SLDC Councillors, Officers and the relevant case officer at SLDC.

## **Economic Growth & Climate Change**

A detailed document was discussed and approved which will urge councillors to consider that prioritising economic or GDP growth above other factors is potentially damaging to the climate, the environment, biodiversity, finite resources and equality.

The document suggests that a more holistic approach which includes taking into account life satisfaction, nutrition, sanitation, income and access to energy (among other aspects), while representing a complete paradigm shift, should be considered above the sole aim of increasing GDP.

This document will shortly be made available after further discussion with SLDC as to the best way to do this.

## KENDAL TOWN COUNCIL

## July 2018 - Bank Payments

Date	Ref	Details	Net £	VAT £	Total £
17/07/2018	OL 12656	Cumbria CC - Superannuation June 2018	2,210.36	-	2,210.36
18/07/2018	OL 12657	HMRC Tax & NI June 2018	2,362.32	-	2,362.32
13/07/2018	OL 12658	Anna Bailey - May, Visit Kendal Website	300.00	-	300.00
13/07/2018	OL 12659	CT Hayton Ltd - Roundup, Torch and Gloves	52.71	10.54	63.25
13/07/2018	OL 12660	Newsquest - MS Road Closure Notice	317.40	63.48	380.88
13/07/2018	OL 12661	Adecco - Temporary Administrator	388.79	77.76	466.55
13/07/2018	OL 12662	Continental Landscapes Ltd - Planting, Compost, Labour	9,107.40	1,821.48	10,928.88
17/07/2018	OL 12663	SU - Boyes, Paper Plates,	8.99	0.86	9.85
17/07/2018	OL 12664	RM - Timpson, Dry Cleaning Town Cryers' Uniform	15.00	-	15.00
13/07/2018	OL 12665	RFM - Payroll Services for 3 months to 5 July	93.00	18.60	111.60
17/07/2018	OL 12666	SLDC - Refreshments for Planning meetings	100.83	20.17	121.00
17/07/2018	OL 12667	SLDC - Rent Old Unison Room KTC	569.75	113.95	683.70
17/07/2018	OL 12668	SLDC - Premises Heating, Lighting, Cleaning, June 2018 qtr	2,375.00	475.00	2,850.00
17/07/2018	OL 12669	Kendal Office Equipment - stationery	45.37	9.07	54.44
17/07/2018	OL 12670	Adecco - Temporary Administrator	409.25	81.85	491.10
17/07/2018	OL 12671	Adecco - Temporary Administrator	409.25	81.85	491.10
17/07/2018	OL 12672	Riverbank Catering - Catering 01/07/2018	210.00	42.00	252.00
17/07/2018	OL 12673	Lound Road Garage - Fuel	83.60	16.72	100.32
17/07/2018	OL 12674	B&J Metals - Waste Transfer 15/06/18 and 27/06/18	150.00	30.00	180.00
17/07/2018	OL 12675	CT Hayton Ltd - Padlock	19.40	3.88	23.28
18/07/2018	OL 12676	Cumbria CC - Kendal Highways/transport Improvement Study	10,000.00	-	10,000.00
20/07/2018	OL 12677	Net Pay - July 2018	7,345.75	-	7,345.75
30/07/2018	OL 12680	Royal Mail - Newsletter Distribution	1,470.12	294.02	1,764.14
30/07/2018	OL 12681	PL - Enterprise-Rent-A-Car hire for Cumbria in Bloom judging	118.71	23.74	142.45
30/07/2018	OL 12682	Absolute Digital - Newsletter summer 2018	1,026.00	-	1,026.00
30/07/2018	OL 12683	Forty Two Creative - Design, artwork, newsletter	200.00	40.00	240.00
30/07/2018	OL 12684	iTek - setup router for internet, setup VPN remote access	353.37	70.67	424.04
30/07/2018	OL 12685	Tech 4 - printer, photocopier	28.92	5.79	34.71
30/07/2018	OL 12686	Adecco - Temporary Administrator	376.51	75.30	451.81
30/07/2018	OL 12687	Adecco - Temporary Administrator	274.20	54.84	329.04
30/07/2018	OL 12688	Water Plus - water charges, Castle Drive Allotments	19.07	-	19.07
30/07/2018	OL 12689	Water Plus - water charges, Castle Hags Allotments	50.28	-	50.28
30/07/2018	OL 12690	Water Plus - water charges, Windermere Road Allotments	41.20	-	41.20
30/07/2018	OL 12691	Water Plus - water charges, Greenside Allotments	132.88	-	132.88
30/07/2018	OL 12692	Cactus Creative - Kendal leaflet series	160.00	32.00	192.00
30/07/2018	OL 12693	PL - Hartley Hire, hire of dumper truck	58.80	11.76	70.56
30/07/2018	OL 12694	DC Transport - Watering flowers July 2018	247.50	-	247.50
01/07/2018	DD/STO	Grenke Leasing - Downstairs printer/photocopier	114.48	22.90	137.38
04/07/2018	DD/STO	PEL - Conservation supplies for heritage items	148.67	29.73	178.40
05/07/2018	DD/STO	Barclays Bank - Commission charges (net)	9.06	-	9.06
05/07/2018	DD/STO	TalkTalk Business - Broadband	13.91	2.78	16.69
15/07/2018	DD/STO	Vanguarder - Monthly van tracking fee	3.50	0.70	4.20
15/07/2018	DD/STO	Vanguarder - Monthly van tracking fee	3.50	0.70	4.20
17/07/2018	DD/STO	Moorepay - Insurance premium adjustment	4.84	-	4.84
17/07/2018	DD/STO	Moorepay - Insurance premium	27.75	-	27.75
17/07/2018	DD/STO	Moorepay - HR & Health & Safety advice	38.25	7.65	45.90
20/07/2018	DD/STO	Busy Bees - Childcare Voucher	10.00	-	10.00
20/07/2018	DD/STO	Busy Bees - Charges for Childcare Vouchers	0.35	0.07	0.42
30/07/2018	DD/STO	EE - Townscape Manager's phone rental	15.29	3.06	18.35
<b>Total</b>			<b>41,521.33</b>	<b>3,542.92</b>	<b>45,064.25</b>