

KENDAL TOWN COUNCIL

Council Meeting: 5th August 2019

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, 5th August 2019**, 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 1ST JULY 2019 & MATTERS ARISING

To approve the minutes of the meeting held on 1st July 2019 (see attached)

4. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS *(see attached)*

5. MANAGEMENT COMMITTEE

To approve the minutes of the meeting held on 15th July 2019 (see attached)

5.1 Tour of Britain (Minute 218/19/20)

That sponsorship of £2k be granted to CCC for the Tour of Britain event. CCC to be informed of Committee's recommendation, but the final decision will be made by Full Council in August.

6. CHRISTMAS LIGHTS & FESTIVALS COMMITTEE

To approve the minutes of the meeting held on 24th June 2019 (see attached)

6.1 Kendal Rugby Club Grant Request (Minute 130/19/20)

That £1.5k be awarded to KRUFVC for the fireworks display.

7. PLANNING COMMITTEE

To receive the minutes of the meetings held on 1st July and 15th July 2019 (see attached)

8. **OXENHOLME STATION CAR PARKING** (*Management Committee Meeting 15th July, Minute Ref 209/19/20*)
9. **OUTSIDE BODIES – REPORTS FROM COUNCILLORS**
 - Lancaster Canal Regeneration Partnership – Cllr Sutton (*see attached*)
 - Kendal Integrated Community Delivery Group – Cllr Sutton (*see attached*)
10. **FINANCIAL MATTERS**
 - (a) **Bank Payments Schedules: June 2019** (*see attached*)
 - (b) **Petty Cash Payments: April - June 2019** (*see attached*)
 - (c) **Invoices over £3,000**

A handwritten signature in black ink, appearing to read 'Liz Richardson', is centered on a light grey rectangular background.

Liz Richardson, Town Clerk
Members of the Press and Public are welcome to attend the meeting.

Please note that there will be a meeting of the Trustees of the Allen Institute & Kendal Museum following the closure of the Council Meeting.

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 1st July 2019 at 7.30 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

PRESENT The Mayor (Councillor A Finch) in the Chair;
Councillors G Vincent, G Cook, P Bramham, S Coleman, S Evans, G
Tirvengadam, C Hogg, R Hogg, R Sutton, D Rathbone (Deputy Mayor), J
Cornthwaite, P Gibson, E Hennessy, H Ladhams, D Miles, M Miles and T
Becker

APOLOGIES Councillors J Brook, G Archibald, M Severn, A Blackman, C Hardy, J
Owen, J Dunlop, A Edwards, S Long and C Rowley

OFFICERS L Richardson (Town Clerk), J Lomax (Treasurer) and N King (Council
Secretary)

146/19/20 PUBLIC PARTICIPATION

None.

147/19/20 DECLARATIONS OF INTEREST

None.

148/19/20 ORDER OF BUSINESS

The Mayor suggested that item 4 on the Agenda (Dementia Induction
Training) be moved forward. This was proposed by Councillor Evans,
seconded by Councillor Coleman and carried unanimously.

**149/19/20 MINUTES OF COUNCIL MEETING HELD ON 3RD JUNE 2019 &
MATTERS ARISING**

Members considered the minutes of the meeting of full Council held on
3rd June 2019.

Councillor C Hogg proposed that the minutes be approved as a correct
record and signed by the Chair. This was seconded by Councillor
Bramham and carried with one abstention.

Councillor Rathbone advised that Councillor Ladhams had indicated her
interest in becoming a Member of the Planning Committee and proposed
that she be appointed. This was seconded by Councillor C Hogg and
carried unanimously.

RESOLVED

1. That the minutes of the Council meeting held on 3rd June 2019 be
approved as a correct record and signed by the Chairman.
2. That Councillor Ladhams be appointed as a Member of the Planning
Committee.

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150/19/20 DEMENTIA INDUCTION TRAINING – MIRIAM BAIRD, SENIOR COMMISSIONING OFFICER, MORECAMBE BAY CLINICAL COMMISSIONING GROUP

Miriam Baird began by explaining that this was an awareness session rather than training. She introduced 'Dementia Friends' which is an initiative of the Alzheimer's Society. Miriam is a member of Kendal Dementia Action Alliance and had been invited to the meeting by Councillor Sutton, who is KTC representative for the Alliance.

Five key messages were explained:

- Dementia is not a natural part of ageing
- Dementia is caused by diseases of the brain
- Dementia is not just about losing your memory – it can affect thinking, communicating and doing everyday tasks, as well as perception problems
- It is possible to live well with dementia and live a normal life
- There is more to the person than their dementia

Miriam talked about what dementia does to a person and how it can affect them. She explained that factual information (the memory) is affected before emotions and used an analogy to demonstrate how this works. Miriam perceived that assumptions are made about what someone with dementia can or can't do and stressed that it is important not to assume without knowing a person's background.

There is a South Lakes Dementia Hub located at Abbot Hall Social Centre. A session runs on the second Tuesday of every month for people living with dementia and their carers. An information booklet and badge were handed out to Members and Miriam requested Councillors completed the reply card in the booklet and return these to the Town Clerk.

The Mayor thanked Miriam for a very informative session.

151/19/20 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor presented his engagements that had been previously circulated. He thanked the Deputy Mayor for attending events during his recent annual leave.

He highlighted the Fit for Life event held by Age UK which he had attended, commenting that it had been a great event.

152/19/20 REQUEST FOR LOAN OF THE PATTERN BOOK BY FAIRFAX HOUSE MUSEUM, YORK

Members considered a request for loan of the Pattern Book by Fairfax House Museum, York. The Museum had previously loaned the book for an exhibition in 2015 and wished to include it in their forthcoming exhibition 'The Georgian Edit: Cutting Edge Fashion in the Eighteenth Century' (26 July – 24 December).

The Town Clerk explained that due to timescale the request had been

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brought to Council for decision, as the Mayoralty & Arts Committee were not due to meet until September. She mentioned that she had attended the exhibition in 2015 and had been very impressed with both the exhibition and the publicity gained from it. She noted that a replica of the book is held by KTC and this would be available to show visitors to the Parlour whilst the original was on loan.

A general discussion ensued. Councillor C Hogg was happy to support the request and remarked that the previous exhibition had been very well attended and provided good publicity for Kendal. He added that Fairfax House was an accredited museum. Councillor Coleman queried whether the Museum was aware that KTC held a replica. The Town Clerk said she would make them aware. Councillor Vincent also expressed his support, adding that he would always encourage KTC to support accredited initiatives such as this. The matter of insurance was raised by Councillor Hennessy. The Town Clerk replied that KTC hold adequate insurance, although the Museum's insurance would cover KTC in the event of damage/loss.

It was proposed by Councillor C Hogg that KTC agree to the loan. This was seconded by Councillor Coleman and carried unanimously.

Councillor C Hogg also referred to the KTC Romney painting currently on loan to Abbot Hall Museum. He suggested that the storage of this item during the forthcoming refurbishment would need to be considered.

RESOLVED That KTC agreed to the loan of the Pattern Book to Fairfax House Museum, York for their forthcoming exhibition.

153/19/20 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 17th June 2019 were presented by Councillor Coleman who proposed that they be approved as a correct record. This was seconded by Councillor Bramham and carried unanimously.

RESOLVED That the minutes of the Management Committee meeting held on 17th June 2019 be approved as a correct record of the meeting.

154/19/20 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 3rd June and 17th June 2019 were presented by Councillor Rathbone who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meeting held on 3rd June and 17th June 2019 be received.

155/19/20 MAYORALTY & ARTS COMMITTEE

The minutes of the Mayoralty & Arts Committee meeting held on 28th May 2019 were presented by Councillor Tirvengadam.

Councillor Bramham referred to minute 048/19/20 and clarified that Netherfield Football Club became Kendal Town.

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Councillor Tirvengadam proposed that the minutes be approved as a correct record, subject to the correction highlighted. This was seconded by Councillor Vincent and carried unanimously.

RESOLVED

That the minutes of the Mayoralty & Arts Committee meeting held on 28th May 2019 be approved as a correct record of the meeting subject to the amendment highlighted.

156/19/20**KENDAL IN BLOOM COMMITTEE**

The minutes of the Kendal In Bloom Committee meeting held on 11th June 2019 were presented by Councillor Sutton who proposed that they be approved as a correct record. This was seconded by Councillor Coleman and carried unanimously.

Councillor Coleman complimented the Kendal in Bloom Committee and the Townscape Manager for their excellent work this year on the bloom planting.

RESOLVED

That the minutes of the Kendal In Bloom Committee meeting held on 11th June 2019 be approved as a correct record of the meeting.

157/19/20**OUTSIDE BODIES – REPORTS FROM COUNCILLORS**

A report following the recent Kendal Dementia Action Alliance AGM was presented by Councillor Sutton.

He highlighted the new Hub at Abbot Hall Social Centre, advising that footfall was a little quiet. He requested that Councillors help publicise the Hub within their Wards. Councillors R Hogg and Becker requested leaflets for their places of work. The Town Clerk said she would obtain these from Miriam Baird.

The Dementia Buddy scheme has been hampered as police handsets cannot read information on the badges and bracelets. Current funding will not provide new handsets at present.

It was suggested by Councillor C Hogg that a press release would be appropriate following the dementia awareness session. He further suggested that the Mayor and as many Councillors as possible attend a Kendal Dementia Action Alliance session at the new Hub. The Town Clerk will arrange this and Councillor Becker will ask Tim Farron if he is able to attend.

Councillor Evans remarked that Miriam Baird had provided an inspiring awareness session and requested that she be thanked.

RESOLVED

That the Town Clerk arrange for the Mayor and as many Councillors as possible to attend a Kendal Dementia Action Alliance session at the new Hub. Councillor Becker to ask Tim Farron to attend.

158/19/20**FINANCIAL MATTERS****159/19/20****(a) Bank Payments Schedule: May 2019**

The Town Treasurer presented the Bank Payments Schedule for May

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2019. It was proposed by Councillor Coleman that the Bank Payments Schedule for May 2019 be approved. This was seconded by Councillor Ladhams and carried unanimously.

RESOLVED That the Bank Payments Schedule for May 2019 be approved.

160/19/20 (b) Invoices over £3,000

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

- SLDC – £18,762.73 (£2,440.84 for street lighting and £16,321.89 for the May 2018 Parish election).
- Schools of Science & Art Charity - provision of music therapy at Sandgate School - £3,500.

Councillor Coleman proposed that the invoices be approved. This was seconded by Councillor Tirvengadam and carried unanimously.

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

161/19/20 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Coleman and seconded by Councillor C Hogg to move into 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*]

162/19/20 STAFFING MATTERS [Paragraph 1]

RECOMMENDATION (from Christmas Lights & Festivals Committee 128/19/20) - That Committee continue with the 2019 switch on event and that Development Fund money be utilised to appoint the Project Manager to oversee the co-ordination.

Councillor Evans explained the background to the recommendation from the recent Christmas Lights & Festivals Committee meeting and the problems encountered with the switch on event in 2018. She commented that the Assistant to the Town Clerk and other officers had worked hard to ensure the event took place, but the problems still exist this year and there have since been further issues. She added that the recommendation to appoint the Project Manager to oversee the co-ordination of the switch on event would provide an opportunity to consider doing something different.

It was also noted that the Committee had decided not to have the

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reindeer this year. The deposit already paid will be refunded, therefore no money will be lost.

The Town Clerk added that officers do not have the expertise or time to oversee the co-ordination of the switch on event. If the recommendation was approved, the Project Manager would undertake the project as an extension to her current contract. It was estimated that 25 days' work would be required (including a contingency), not exceeding £3,500. Budget is available from the Development Fund.

A detailed discussed then took place. Various opinions were expressed. Members also considered whether Development Fund money should be utilised in totality or whether only the difference should be made up. The Project Manager would continue to seek sponsorship to help reduce the amount required.

Councillor Coleman proposed that the recommendation from the Christmas Lights & Festivals be approved with a maximum budget of £3,500. As much as possible to come from the budget line in Christmas Lights & Festivals Committee and any difference to come from the £20k budget line in the Development Fund for additional staffing. This was seconded by Councillor C Hogg and carried with 1 against and 1 abstention.

RESOLVED That the Project Manager be appointed to oversee the co-ordination of the switch on event. Maximum budget to be £3,500 with as much as possible from the budget line in Christmas Lights & Festivals Committee and any difference from the £20k budget line in the Development Fund.

163/19/20 READMISSION OF PRESS & PUBLIC

It was proposed by Councillor Rathbone to move out of Part II and re-admit the press and public (none were present). This was seconded by Councillor Sutton 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 9.17 p.m.

Signature

Date

Event Date	Time	Mayor or DM	Organisation	Event	Venue
03/07/19	12.00 - 14.00	M	Lakeland Heritage Centre		Ings
04/07/19	13.30 - 15.00	M	Bankfield Languages	Parlour Talk	Mayor's Parlour
04/07/19	19.30 - 21.00	DM	New Union Pub	CAMRA awards	New Union Pub
05/07/19	19.00 - 21.00	M	Heron Hill School	School Prize for Kendal In Bloom	Heron Hill School
06/07/19	14.00 - 17.00	M	Manna House	Garden Party	Gooseholme Kendal
07/07/19	10.00 - 13.00	M	KTC	Mayor's Sunday	Parish Church & Town Hall
08/07/19	19.00 - 21.00	M	Girl Guiding	Awards	Sandylands Church
10/07/19	09.30 - 11.00	M	Kendal in Bloom	School judging	See list
11/07/19	09.30 - 11.00	M	Kendal in Bloom	School judging	See list
12/07/19	18.30 - 21.00	M	Space2Create	Art Exhibition	Space2Create, The Factory, Aynam Road
15/07/19	13.00 - 17.00	M	KTC	Kendal In Bloom	Town Hall
17/07/19	12.30 - 15.00	M	Kendal Primary Partnership Annual Celebration	Buffet and Presentation	The Teaching School at Queen Katherine
18/07/19	12.00 - 14.00	M	The Lighthouse	Opening	Stricklandgate House
23/07/19	19.30 - 21.00	M	Kendal Football Club	Centenary	Kendal Football Club
27/07/19	13.00 - 14.00	DM	Interfaith	Exhibition 'Discovering Islam'	Kendal Town Hall
30/07/19	11.00 - 12 noon	M	Right2Work	to see their work	Unit 1, Mintsfeet Industrial Estate LA9 6DE
01/08/19	16.30 - 19.00	M	Sandylands Residents Ass. And Simply Repair South Lakes	1st Free School Uniforms Scheme	Sandylands Methodist Church
10/08/19	13.00 - 14.00	M	New Inn Pub	Opening	New Inn Pub
13/08/19	14.00 - 16.00	M	NHS	Dementia Hub	AH Social Club
17/08/19	Until 3pm and again after 5pm	M	Netherfield Bowling Club	National under 18s Crown Green Competition	Netherfield Bowling Club

KENDAL TOWN COUNCIL

Management Committee

**Monday 15th July 2019 at 7.30 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Stephen Coleman (Chair), Geoff Cook (Vice Chair), Alvin Finch (Mayor), Douglas Rathbone (Deputy Mayor), Shirley Evans, Andy Blackman and Guy Tirvengadam
- APOLOGIES** Councillor Susanne Long
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Nicky King (Council Secretary)
- 206/19/20 PUBLIC PARTICIPATION**
- None.
- 207/19/20 DECLARATIONS OF INTEREST**
- Councillors Cook and Evans declared an interest in item 9 on the agenda (Tour of Britain) as Councillors of CCC.
- 208/19/20 MINUTES OF THE MEETING HELD ON 17TH JUNE 2019**
- The Chairman presented the minutes of the meeting held on 17th June 2019, which had been approved by full Council on 1st July 2019.
- RESOLVED** That the minutes of the meeting of the Committee held on 17th June 2019 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 209/19/20 Minute 104/19/20 – Oxenholme Station Car Parking**
- Members were advised that the Town Clerk had forwarded the link to the Westmorland Gazette article to Virgin Trains. It was agreed that further action was required and the matter should be added to the agenda of the next Full Council meeting for further discussion.
- RESOLVED** This issue to be added to the agenda of the next Full Council meeting for further discussion.
- 210/19/20 Minute 105/19/20 – KTC Council Chamber Furniture**
- It was noted that the auction of the old KTC Council Chamber furniture would take place during the beginning of October. The Town Clerk will draft a media release early September.
- 211/19/20 Minute 109/19/20 – Interpretation Panel at Abbot Hall Peace Garden**
- The suggestion for an interpretation panel at Abbot Hall Peace Garden had been passed to the Environment & Highways

Committee. They discussed the idea at their last meeting and are looking at possible funding sources.

212/19/20Minute 110/19/20 – Kendal Market

It was confirmed that the Town Clerk had written to Mr Holmes advising that KTC had pursued the matter as far as possible, unfortunately without success.

213/19/20Minute 116/19/20 – Cycle to Work Application

A cycle has now been purchased for the Townscape Manager under the Cycle to Work Scheme. It was noted that Halfords administer the scheme, however the cycle was purchased from a local supplier.

214/19/20**PRESENTATION BY DR ROB DAVID ON THE WW1 REMEMBRANCE PROJECT**

Dr Rob David had attended the meeting to update Committee on the Kendal Remembrance Trail. He had previously attended a Committee meeting in December last year and explained how the project has developed since then.

The idea of replicating the personalised posters erected on lampposts as stones in the town's pavements had been abandoned for logistical and financial reasons. Instead a single structure, similar to the Wainwright plaques in Wainwright's Yard (although larger), was being considered. The structure would include the town map on one side showing where those who had died lived, and the listing of those who died (by street) on the other side (linked by a numbering system on the map). A feature on the structure would link viewers to the extra material available in the Local Studies collection of the Town Library. The intention is to place the structure on the pavement opposite the library outside Thomas Cook. Permission from the designer of the Wainwright plaque structures to replicate the design for the Remembrance plaque has been granted.

Dr Rob David talked about funding. Financial support is anticipated from the Civic Society and the British Legion. Local businesses will also be approached, along with the BID and KTC. The hope is that KTC will also provide insurance cover, take on maintenance and provide the facility for project money to be collected and paid out through the Town Council.

Councillor Tirvengadam queried the timescale for the project. It was advised that the Remembrance Trail Group are working towards July 2021. Dr David explained that the Kendal War Memorial was dedicated on 1 July 1921 (the fifth anniversary of the start of the Battle of the Somme). The centenary of the dedication on 1 July 2021 was considered an appropriate objective for the completion of the Kendal Remembrance Trail project.

In response to Councillor Evans' question regarding positioning of the structure, it was advised that this would be at right angles to the road.

Councillor Evans suggested that some note referring viewers to the other side of the plaque be included on the structure.

Councillor Coleman asked whether the use of QR codes had been considered. It was noted that these are being superseded, however Dr David acknowledged that there needs to be something to link the structure to the library and the group will consider the most appropriate way of doing this closer to the time.

Councillor Cook highlighted that the town map to be displayed is approximately 100 years old. He suggested a note be added to the plaque stating that it is not a current day map. He added that CCC Highways would need to be consulted with for permission to locate the structure in the desired place. Councillor Cook also suggested the group inform Sight Advice about the project to ensure the needs of the visually impaired are taken into account.

Councillor Coleman indicated that advice would need to be sought from the Town Clerk in respect of insurance cover and responsibility for maintenance. These matters would need to be considered by the Environment & Highways Committee and should be added to a future agenda for that Committee. He did not anticipate a problem with KTC collecting project money on behalf of the group, but said this too would have to be confirmed with the Town Clerk.

The projected cost of the structure was expected to be £5k-£6k plus installation.

Committee agreed that they supported the project in principle.

RESOLVED

1. That Committee supported the project in principle.
2. The matter of insurance cover, maintenance and collection of project money to be clarified with the Town Clerk.
3. Environment & Highways Committee to consider insurance cover and responsibility for maintenance at a future meeting.

215/19/20

URGENT ITEMS OF BUSINESS

None.

216/19/20

REPORT ON WORK PROGRAMME

The Assistant to the Town Clerk presented the report on project progress for July 2019 on behalf of the Town Clerk. The following matters were highlighted:

Staffing

- Additional hours have been finalised for the Project Manager to support the Christmas Switch-On event.

Infrastructure Projects

- Asset plotting has been completed. Sharing options are being looked into and ways of making 'read only' versions available.

- Tree tub enhancements – Kendal College cannot deliver the project due to the volume of work required. A meeting has been arranged with a local joiner.

Mayoralty & Arts

- Sale of furniture – action date is 7/8th October. Arrangements are being made to move the furniture at the beginning of September. Councillor Tirvengadam asked whether a reserve would be set. It was advised that the aim was to achieve the best price possible, but a reserve would probably not be set.
- The Mayor of Kendal's Fund for the Aged & Infirm – final approval is still awaited from the Charities Commission. The Town Clerk is chasing.

Miscellaneous

- The summer newsletter has been done and is currently with Royal Mail for delivery.

Councillor Blackman highlighted the Kendal in Bloom Committee and advised that judging of the Cumbria In Bloom competition had taken place today. A working party had cleaned the high street yesterday and judges had commented on its cleanliness. He felt positive about KTC's entry and extended thanks to the Assistant to the Town Clerk and all involved with preparation for the competition. He talked about the fern garden and the legendary landscape trail, which he considered to be quite significant. The Awards Ceremony will take place in September.

Councillor Evans mentioned that Sizergh Castle holds the national collection of ferns and asked whether the person organising the fern project had been in touch with them. Janine Holt agreed to mention it to him.

217/19/20

DRAFT 2020 MEETINGS CALENDAR

Members noted the draft meetings calendar for 2020. Janine Holt mentioned that the Environment & Highways Committee had made a recommendation to meet more often, which may have implications as there are no Monday evenings free for further meetings.

It was highlighted that the early May Bank Holiday has been moved from Monday 4th May to Friday 8th May to mark the 75th anniversary of VE Day. The date was correct on the meetings calendar.

218/19/20

TOUR OF BRITAIN

Members considered a paper prepared by the Town Clerk which provided a follow up to previous discussions held at the June Management Committee meeting.

CCC have struggled to get sponsorship due to short notice and members were asked to consider sponsoring the event by a couple of £k. This event has not been budgeted for, but the Town Clerk had

advised that funding could come from a combination of the Misc events budget line in Mayoralty & Arts Committee and KTC's general Misc budget or the General Fund.

A general discussion ensued and Councillor Cook explained the likely route which the tour would take through Kendal. The general consensus amongst Members was that the event would bring economic benefit for the town. Councillor Coleman proposed a recommendation to Full Council that sponsorship of £2k be granted. This was seconded by Councillor Finch and carried with 1 abstention.

CCC to be informed of Committee's recommendation, but the final decision will be made by Full Council in August.

RECOMMENDATION That sponsorship of £2k be granted to CCC for the Tour of Britain event. CCC to be informed of Committee's recommendation, but the final decision will be made by Full Council in August.

219/19/20

KENDAL MUSEUM LEASE

Janine Holt presented an update from the Town Clerk on Kendal Museum Lease, the main points highlighted were as follows:

- The solicitor is now happy with lease
- It will be similar to the Lease for the Allen Institute (120 years)
- A Surveyor report is expected at the end of July
- There will be a meeting of the Trustees of the Allen Institute and Kendal Museum on the rising of the Full Council meeting in August
- It will be a full repairing lease with no rent payable

It was noted that the matter was coming to fruition. A query was raised regarding who would be responsible for the Surveyor's fee. Janine Holt will query this with the Town Clerk.

Councillor Evans commented that she was pleased to see the Museum would be opening on Thursday, Friday and Saturdays, but disappointed to note the price increase. Councillor Coleman felt that the price was still acceptable. Members agreed it would be useful to receive feedback from the Museum regarding numbers of visitors etc following the additional opening times. It was suggested by Councillor Coleman that a PR event be organised to publicise the additional opening days, with the Mayor in attendance. Janine Holt will raise this suggestion with the Town Clerk.

RESOLVED

1. Janine Holt to query who will be responsible for the Surveyor's fee with the Town Clerk.
2. Janine Holt to raise the suggestion of a PR event to publicise the additional opening days with the Town Clerk.

220/19/20

UPDATE ON CCTV PROJECT

Committee were awaiting further information from the Police and Crime Commissioner. Janine Holt informed Members that Cumbria

Police have advised that a potential legal issue has since arisen which needs to be resolved before funding can be looked into. The item will be placed on the agenda of the next meeting.

RESOLVED

Item to be added to the agenda of the next Committee meeting.

221/19/20**USE OF SOCIAL MEDIA FOR THE MAYOR**

Committee were asked to consider the use of social media for the Mayor. During a general discussion Members agreed it would be a good way to publicise events such as the Mayor's parade, which had seen a low turnout. It was observed, however, that there are practicalities to consider and the danger of negative comments.

Janine Holt advised that that Town Clerk was supportive of the idea but had some reservations such as whether it would increase the volume of requests for attendance at events, Officer time, cost for training etc.

Members agreed that any Facebook page should be set up without the facility to leave comments if possible. It was felt that the uploading of photographs and information would be best done by a Member.

Councillor Coleman proposed that the idea of a Facebook page for the Mayor of Kendal be pursued, with the proviso that this be set up without allowing comments. The Mayor and Deputy Mayor to upload photos, details of events etc. This was seconded by Councillor Blackman and carried unanimously. It was agreed that the current Mayor and Deputy Mayor would discuss further and report back to the next Committee meeting.

RESOLVED

That the idea of a Facebook page for the Mayor of Kendal be pursued, with the proviso that this be set up without allowing comments. The Mayor and Deputy Mayor to upload photos, details of events etc. The Current Mayor and Deputy Mayor to discuss further and report back to the next Committee meeting.

222/19/20**REFURBISHMENT OF THE TOWN HALL**

Janine Holt reported that the Town Clerk had attended an open event and did not foresee any issues with the refurbishment plans in respect of events.

KTC have been allocated 6 desks in the refurbished accommodation which the Town Clerk thought sufficient. Members considered that a distinct Town Council presence would be maintained.

Work is to take place between April and September and the expected date for KTC to move office accommodation is April/May. It was noted that there could be a potential problem with Mayor Making.

The picture store is to remain in its current location adjacent to the Town Clerk's current office. It was suggested that it would be useful

to maintain some space here in order to ensure access to the picture store when required.

223/19/20 ITEMS FOR THE NEWSLETTER

Autumn/Winter 2019 Edition:

- Sandgate
- New Heritage Farm at Ings
- Refurbishment of Town Hall

224/19/20 REVIEW OF SPEND AGAINST BUDGET 2019/20

Members considered the Budgetary Control Statement for three months ending 30th June 2019. Councillor Coleman expressed his opinion that the statement as currently presently does not reflect budget still remaining after commitments. Members agreed that all Budgetary Control Statements in future should show commitments to the year end, so the budget remaining shows only that left after those commitments have been taken into account.

Janine Holt referred to the 'Premises' heading and mentioned that the garage on Dowker Lane is currently for sale. Councillor Coleman declared an interest as Chairman of SLDC.

RESOLVED That all Budgetary Control Statements in future should show commitments to the year end, so the budget remaining shows only that left after those commitments have been taken into account.

225/19/20 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Coleman and seconded by Councillor Tirvengadam 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*]

226/19/20 STAFFING MATTERS [Paragraph 1]

Townscape Manager Six Month Review

The Assistant to the Town Clerk advised she had carried out a six month review for the Townscape Manager in June and this was satisfactory.

227/19/20 READMISSION OF PRESS AND PUBLIC

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

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

228/19/20 ANY OTHER BUSINESSFantastic Kendal

Councillor Evans mentioned that Fantastic Kendal were short of volunteers, particularly during the holiday period. She advised that if there were any Councillors who would like to help out, training would be given. Members agreed a request for volunteers should be item in the next KTC newsletter.

Enhancements to Bus Services

Councillor Cook referred to funding from Sainsbury's for enhancements to bus services. He informed Members that CCC were seeking tenders for a limited Sunday bus service which would serve mainly Sainsbury's, Sandylands, Heron Hill and the Hospital.

RESOLVED That a request for volunteers to help Fantastic Kendal be an item for the next KTC newsletter.

The meeting closed at 8.56pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
209	Oxenholme Station Parking	RES	This issue to be added to the agenda of the next Full Council meeting for further discussion.
214	WW1 Remembrance Project	RES	<ol style="list-style-type: none"> 1. That Committee supported the project in principle. 2. The matter of insurance cover, maintenance and collection of project money to be clarified with the Town Clerk. 3. Environment & Highways Committee to consider insurance cover and responsibility for maintenance at a future meeting.
218	Tour of Britain	RES	That sponsorship of £2k be granted to CCC for the Tour of Britain event. CCC to be informed of Committee's recommendation, but the final decision will be made by Full Council in August.
219	Kendal Museum Lease	RES	<ol style="list-style-type: none"> 1. Janine Holt to query who will be responsible for the Surveyor's fee with the Town Clerk. 2. Janine Holt to raise the suggestion of a PR event to publicise the additional opening days with the Town Clerk.
220	CCTV Project	RES	Item to be added to the agenda of the next Committee meeting.
221	Use of Social Media for the Mayor	RES	That the idea of a Facebook page for the Mayor of Kendal be pursued, with the proviso that this be set up without allowing comments. The Mayor and Deputy Mayor to upload photos, details of events etc. The Current Mayor and Deputy Mayor to discuss further and report back to the next Committee meeting.
224	Review of Spend Against Budget	RES	That all Budgetary Control Statements in future should show commitments to the year end, so the budget remaining shows only that left after those commitments have been taken into account.
228	Fantastic Kendal	RES	That a request for volunteers to help Fantastic Kendal be an item for the next KTC newsletter.

KENDAL TOWN COUNCIL

Christmas Lights & Festivals Committee

**Monday 24th June 2019 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Shirley Evans (Chair), Tina Becker, Chris Hogg, Adam Edwards and Helen Ladhams
- APOLOGIES** None.
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Nicky King (Council Secretary)
- 120/19/20 PUBLIC PARTICIPATION**
- None.
- 121/19/20 DECLARATIONS OF INTEREST**
- None.
- 122/19/20 ELECTION OF VICE CHAIR**
- Councillor Edwards nominated Councillor Ladhams. This was seconded by Councillor Becker and carried unanimously. Councillor Ladhams accepted the position.
- RESOLVED** That Councillor Ladhams be appointed Vice Chair of the Committee.
- 123/19/20 PRESENTATION BY KENDAL WINDOWS ON ART**
- The Chair welcomed Nicola Smith from Kendal Windows on Art to the meeting. Nicola gave examples of projects undertaken by the Charity. In particular she updated Committee on the 2018/19 'VIP's – A Story to Tell' project and explained the 2019/20 'Circles in Time' project. KTC has contributed grant funding to both these projects.
- It was confirmed that further grant applications would need to be submitted to the Audit, Grants & Charities Committee because the projects undertaken by Kendal Windows on Art are not a festival.
- The Chair thanked Nicola for attending the meeting and said her presentation had been inspiring.
- 124/19/20 MINUTES OF THE MEETING HELD ON 15TH APRIL 2019**
- Members were asked to accept the minutes of the meeting held on 15th April 2019 as a correct record of the proceedings. These minutes had been approved at the meeting of full Council on 7th May 2019.
- RESOLVED** That the minutes of the meeting of the Committee held on 15th April 2019 be accepted as a correct record.

MATTERS ARISING (Not on Agenda)**125/19/20**Minute 1059 – Grant Applications

Janine Holt had not heard any further from the organisers of Woolfest regarding the level of funding achieved. She will follow this up.

RESOLVED

Janine Holt to contact the organisers of Woolfest regarding funding achieved.

126/19/20Minute 1063 – Partnership Working with the BID

The Chair had spoken informally to the Environment Agency. She is due to attend a meeting and will put forward the suggestions made by Brian Harrison at the last Committee meeting for possible ways to enhance the flood defences.

RESOLVED

Councillor Evans to put forward suggestions made by Brian Harrison regarding flood defences at the forthcoming meeting with the EA.

127/19/20**ANNUAL REVIEW OF TERMS OF REFERENCE**

Members considered the Terms of Reference for the Committee. These were accepted, with the correction of the following typos:

Third paragraph, last line.....*festivals which enhance **the** economic vibrancy **and wellbeing** of the town*".

Fourth paragraph, third line...."*management **of** such tasks*".

Sixth paragraph, third Line....."*asking **for** the Chair*" (*delete for*). Last line... "*days **of** the committee meeting*".

RESOLVED

That the Terms of Reference be accepted, subject to the corrections highlighted.

128/19/20**SWITCH-ON EVENT UPDATE**

Janine Holt presented a paper which had been circulated prior to the meeting. She explained that for a number of years KTC has worked in partnership with other organisations in a supporting role, but has not taken a lead role in the co-ordination of the event.

2018 was a year of considerable change, including the withdrawal of support by Lakeland Radio following its demise, the loss of a number of sponsors and the resignation of Elephant Yard Shopping Centre as Event Organiser. This resulted in additional challenges being faced last year.

Members were updated on the organisation of the 2019 event. The main concern was sponsorship; there is currently no sponsorship and KTC cannot meet the cost of the event from the current budget. An application for BID funding will have to be made and the chance of success is unknown. The successors of Lakeland Radio, Global Radio, no longer have a local base and will have no input into the event. The provision of staging and sound is uncertain and Kendal Concert Band are not available to perform. It was reported that Abbot

Hall Park is available as a replacement for Abbot Hall Museum frontage and a volunteer Santa has been found.

A general discussion then ensued and Members considered the challenges being faced and options for 2019. The Chair said she had looked at the BID application for funding and felt an application could be made. Janine Holt advised that Castle Green have budgeted £1k sponsorship, however they require further details of how they would benefit from a promotional point of view before committing. Councillor Hogg made the point that it is local businesses that benefit from the event, not KTC, and partnership working with the BID should be explored. It was suggested that Lake District Radio may be able to assist, Councillor Hogg also mentioned Bay Hospital Radio.

Members discussed the issue of reindeer welfare. Concerns had been raised by members of the public following last year's event and Committee had raised the matter with the company who supply the reindeer. The Chair advised that a reply had been received and consideration was given as to whether or not to proceed with the inclusion of reindeer.

Members agreed they would like to continue with the 2019 switch on event, but officer support would need to be identified. One suggestion put forward was to utilise Development Fund money to appoint the Project Manager to oversee the co-ordination of the event (via her company, Cinnamon Events). The Project Manager would review the current position and set up a small working group to progress matters, to include a representative from the Christmas Lights & Festivals Committee. Members were supportive of this suggestion and agreed to make a recommendation to Council on this basis. It was further agreed to recommend that reindeer not be included in the event. Committee agreed they wished to use this opportunity to review the event as a whole. Councillor Hogg proposed the recommendation be made to Council. This was seconded by Councillor Edwards and carried unanimously.

Councillor Becker said she would be interested in working with the Project Manager/working group. The Chair requested that any ideas for the event be fed through to Councillor Becker.

The Chair raised the matter of artificial trees which was discussed at the last Committee meeting. A quotation of £50 per tree had been obtained and Committee had a budget of £3k. The Chair will approach BID to discuss the best way of progressing this.

- RECOMMENDATION**
1. That Committee continue with the 2019 switch on event and that Development Fund money be utilised to appoint the Project Manager to oversee the co-ordination (via her company, Cinnamon Events).
 2. That reindeer are not included in the event.

RESOLVED That the Chair approach BID regarding the best way to progress the idea of placing artificial trees with lights along the High Street.

129/19/20**CHRISTMAS LIGHTS CONTRACT EXTENSION**

Janine Holt advised that she was happy with the service provided by Christmas Plus and asked Members whether they were happy to extend the Christmas lights contract for a further two years. This was agreed unanimously.

RESOLVED

That the Christmas Lights contract be extended for a further two years.

130/19/20**KENDAL RUGBY CLUB GRANT REQUEST**

At the previous meeting Members had considered two applications from KRUFCC, one for the annual firework display and one in respect of the Rock on Kendal event. Committee had recommended to Council that £1,500 for each event be set aside in the budget. It was also agreed that Janine Holt would request a more detailed application in respect of the fireworks and arrange a date for a meeting. The Chair explained that the meeting had now been held and a more detailed application received. She also advised that the Rock on Kendal event was not now happening.

A general discussion then ensued. Councillor Hogg raised concerns about the potential for commercial gain, Councillor Edwards expressed his concern regarding environmental impact issues. The level of funding to be granted was discussed and it was pointed out that Committee had previously agreed £5k for large festivals and £1.5k for smaller events. Alternatives to a firework display were also considered, including the suggestion of a light show on the Town Hall. Janine Holt advised that a Gobo would need to be purchased and planning consent obtained. She agreed to look into this.

Members agreed to award a grant of £1.5k towards the fireworks display as this was what had previously been budgeted.

RECOMMENDATION

That £1.5k be awarded to KRUFCC for the fireworks display.

RESOLVED

That Janine Holt investigate the suggestion of a light show on the Town Hall for Bonfire night.

131/19/20**APPROVAL OF BANNER POLICIES**

Members considered the following banner policies:

- Banner policy relating to Kirkland, Finkle Street and Stramongate
- Boundary Boards Policy
- Lamp Post Banner Policy relating to Highgate

The Chair queried responsibility for public safety issues. Janine Holt confirmed that KTC is fully responsible and holds the appropriate public liability insurance in this respect.

Members noted and agreed the policies.

RESOLVED

That Members noted and agreed the banner policies.

132/19/20**WILDMAN STREET CHRISTMAS LIGHTS**

Janine Holt advised that the sites for the four wall mounted motifs at Wildman Street had been chosen by Christmas Plus. Businesses now need to be approached for signed consent. It was agreed that Janine Holt would draft a letter to Wildman Street businesses outlining the proposals and explaining the enhancements that had been agreed and requesting signed consent for the works. It was noted that four businesses would need to consent to the installation of brackets on their premises for the new motifs. Deadline for reply to be included in the letter. Draft letter to be sent to the Chair for comment.

Councillor Edwards suggested approaching the new owners of the hotel on Wildman Street regarding their plans for Christmas lights etc.

RESOLVED

That Janine Holt draft a letter to Wildman Street businesses and forward to the Chair for comment.

133/19/20**ITEMS FOR THE NEWSLETTER**

Autumn/Winter Edition:

- Switch-on event
- Mountain film festival

134/19/20**REVIEW OF SPEND AGAINST BUDGET 2019/20**

Janine Holt advised that she has a number of queries with the budget statement which she will raise with the Treasurer. A revised statement will be circulated once the matters have been resolved.

RESOLVED

Janine Holt to query the budget statement with the Treasurer and circulate a revised copy.

135/19/20**ANY OTHER BUSINESS**

Councillor Hogg referred to previous discussions, instigated by Councillor Edwards, relating to an Easter egg trail and asked what had happened to the suggestion. The Chair advised she had spoken to the BID but it was unfortunately too late to action this year. Councillor Hogg suggested some form of Easter trail be considered and commented that Kendal Windows on Art could be invited to be involved, along with Space2Create and TAG. It was agreed to include this on the agenda for the next meeting.

RESOLVED

Consideration of an Easter trail to be included on the agenda of the next meeting.

136/19/20**DATE OF NEXT MEETING – MONDAY 9TH SEPTEMBER 2019 AT 7PM**

The meeting closed at 8.37pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
122	Election of Vice Chair	RES	That Councillor Ladhams be appointed as Vice Chair of the Committee.
125	Grant Applications	RES	Janine Holt to contact the organisers of Woolfest regarding funding achieved.
126	Partnership Working with the BID	RES	Councillor Evans to put forward suggestions made by Brian Harrison regarding flood defences at the forthcoming meeting with the EA.
127	Terms of Reference	RES	That the Terms of Reference be accepted, subject to the corrections highlighted.
128	Switch-on Event	REC	1. That Committee continue with the 2019 switch on event and that Development Fund money be utilised to appoint the Project Manager to oversee the co-ordination (via her company, Cinnamon Events). 2. That reindeer are not included in the event.
		RES	That the Chair approach BID regarding the best way to progress the idea of placing artificial trees with lights along the High Street.
129	Christmas Lights Contract Extension	RES	That the Christmas Lights contract be extended for a further two years.
130	Kendal Rugby Club Grant Request	REC	That £1.5k be awarded to KRUF C for the fireworks display.
		RES	That Janine Holt investigate the suggestion of a light show on the Town Hall for Bonfire night.
131	Approval of Banner Policies	RES	That Members noted and agreed the banner policies.
132	Wildman Street Christmas Lights	RES	That Janine Holt draft a letter to Wildman Street businesses and forward to the Chair for comment.
134	Review of Spend Against Budget 2019/20	RES	Janine Holt to query the budget statement with the Treasurer and circulate a revised copy.
135	AOB	RES	Consideration of an Easter trail to be included on the agenda of the next meeting.

KENDAL TOWN COUNCIL

Planning Committee

Monday 1st July at 6.00 p.m.

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

- PRESENT** Councillors Douglas Rathbone (Chair) (Vice Chair) Dave Miles, Michele Miles, Jonathan Cornthwaite, Pat Gibson & Graham Vincent.
- APOLOGIES** Councillor C Rowley
- OFFICERS** Rose Tideswell (Temporary Council Secretary)
- 137/19/20** **PUBLIC PARTICIPATION**
None
- 138/19/20** **DECLARATIONS OF INTEREST**
Councillor Vincent and Gibson declared an interest in planning application No. 1 – [0398](#) Land to the South of Underbarrow Road, Kendal. Councillor Vincent was part of a team involved in identifying the land as potential for residential use. Councillor Gibson is part of the Fellside Forum Community Group that opposes this application in its present form. They took no part in the discussions.
- 139/19/20** **MINUTES OF MEETING HELD ON 17th June 2019**

Members considered the minutes of the Committee meeting held on 17th June 2019.

Councillor Cornthwaite proposed that the minutes be accepted as a correct record. This was seconded by Councillor Michele Miles and carried unanimously.
- RESOLVED** That the minutes of the meeting held on 17th June 2019 be accepted as a correct record, and signed by the Chair.
- 140/19/20** **MATTERS ARISING**

None
- 141/19/20** **KENDAL TOWN COUNCIL FLOOD RELIEF SCHEME WORKING GROUP**

Councillor Cornthwaite presented the notes from the 10th June meeting which was a presentation on Glass Wall Construction. There is a site visit along the footway/cycleway with the next meeting on the 25th June 2019. He advised the committee that SLDC planning application SL/2018/925 had been approved and the Environmental Agency informed.

142/19/20 LDNPA CONSULTATION ON LANDSCAPE SUPPLEMENTARY PLANNING DOCUMENT

The committee noted the document

143/19/20 APPEAL UNDER SECTION 78 (INFORMAL HEARING) – NATLAND MILL BECK LANE, KENDAL – REF SL/2018/1032

The committee noted the Informal Appeal dates.

144/19/20 ANY OTHER BUSINESS

The Leader of the Council Councillor G. Archibold informed the committee that SLDC had agreed the SL2018/0925 planning application Phase 1 Kendal Linear Defences.

Councillor H. Ladhams is to be proposed to be a member of the KTC planning committee at Full Council today 1st July.

145/19/20 PLANNING APPLICATIONS

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

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

The meeting ended at 7.20pm

Signed

Dated

KENDAL TOWN COUNCIL

Applications for Planning Committee: 1st July 2019

Appendix 1

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA 0398	Land to the South of Underbarrow Road, Kendal Residential development for 84 dwellings	01.07.2019	Objection See notes below
2	FPA 0421	33 Parr Street, Kendal Replacement windows to front elevation and alterations to attached rear garage to form living accommodation including installation of roof lights.	01.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
3	FPA 0456	5B Captain French Lane, Kendal Change of use from dwelling (Use Class C3) to a dental surgery (Use Class D1) and installation of replacement of windows	04.07.2019	No Objection Provided traditional materials are used The committee welcomes another Dentist surgery
4	FPA 0473	4 Ruskin Close, Kendal Side and rear single storey and first floor extension	04.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
5	LISTED 0469 & 0470	9A Coach House, Thorny Hills, Kendal Single storey side extension to form orangery	04.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
6	FPA 0439	11 Finkle Street, Kendal Installation of replacement ATM and new glazing panels	08.07.2019	No Objection
7	FPA 0458	66 Larch Grove, Kendal Conversion of side garage to living accommodation	08.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
8	FPA 0479	British Telecom, Blackhall Road, Kendal Installation of 3 no. antennas, 2 no. freestanding poles, 3 no. antenna 'yoke' brackets, 6 no. junction boxes (BOBs boxes), 3 no. remote radio units (FRHFs) together with associated feeder cables and ancillary development	08.07.2019	No Objection

9	FPA 0481	Unit 5 Kendal Fell Business Park, Boundary Bank Lane, Kendal Single storey in-fill extension	08.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
10	FPA 0484	25-27 Lowther Street, Kendal Structural stabilisation works including underpinning, anchoring and support to gable wall and roof truss of the rear wing of the building; re-alignment and addition of lateral braces to cast iron column in ground floor shed; repairs and replacements to defective structural timbers; re-building of leaning chimney stack; and removal of asbestos linings and other finishes, redundant machinery, services and fittings	10.07.2019	No Objection
11	FPA 0493	St Thomas C of E School, Kendal Green, Kendal Replacement and improvements to boundary fencing and gates	10.07.2019	No Objection Provided the fencing is in keeping with other schools in the local area.
12	FPA 0486	Unit 6 Dockray Hall Industrial Estate, Dockray Hall Road, Kendal Change of use to café & takeaway	11.07.2019	No Objection
13	Advertisement 0487	Unit 6 Dockray Hall Industrial Estate, Dockray Hall Road, Kendal Non-illuminated wall sign	12.07.2019	No Objection
14	FPA 0458	66 Larch Grove, Kendal Extension to front of existing garage to form living accommodation, extension to rear to form extended external balcony and formation of new parking area to the front	12.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
15	FPA 0501	27 Wattsfield Road, Kendal Two storey side and rear extension	12.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19
16	FPA 0381	108-110 Highgate, Kendal (amended plans) Formation of new doorway to front elevation of retail unit to provide access to existing first floor flat and installation of replacement window frames to first floor	12.07.2019	SLDC Portal down KTC request an extension as next meeting is not until 15/7/19

Kendal Town Planning Committee's comments below

Item 1 FPA 0398 – Land to the South of Underbarrow Road, Kendal

Residential development for 84 dwellings.

The Committee's objections are listed below in no particular order:

The committee feels that the developers are not attempting to meet the 35% affordable housing quota, 15% is woefully below the council's expectations and vastly less than the local requirements of 35%.

No continuous footway is in the plans and therefore a green corridor on North edge of the site is required. "The required semi natural amenity green space" is not addressed.

A high standard of construction and energy efficiency has not been sufficiently addressed as required in the Brief.

The committee is disappointed at the lack of innovation with regard to renewable energy.

Assumptions on pedestrians' access to town is over optimistic which is liable to increase car usage in the area, this is made worse by the lack of public transport as outlined in the Brief.

No foot/cycleway provided.

The committee would be more amenable to supporting the development if there was a greater variety of building styles as there is not sufficient difference in form/scale/type in keeping with the local housing stock.

This committee feels that SLDC planning committee should not approve this application without confirmation from CCC & other authorities that sufficient capacity has been built in for all amenities and requirements e.g. schools/traffic/public transport etc. The increase in capacity which is needed as a result of this application, would seriously impact on the existing infrastructure.

KENDAL TOWN COUNCIL

Planning Committee

Monday 15th July 2019 at 6.00 p.m.
in the SLDC Chairman's Room the Town Hall, Kendal

- PRESENT** Councillors Douglas Rathbone (Chair) (Vice Chair) Dave Miles, Michele Miles, Pat Gibson, Graham Vincent, C. Rowley and H. Ladhams.
- APOLOGIES** Councillors J. Cornthwaite
- OFFICERS** Rose Tideswell (Temporary Council Secretary)
- 196/19/20 PUBLIC PARTICIPATION**
None
- 197/19/20 DECLARATIONS OF INTEREST**
Councillor Gibson declared an interest in planning application FPA 0554, 41 Broad Ing Crescent, she left the room and took no part in the discussions..
- 198/19/20 MINUTES OF MEETING HELD ON 1st July 2019**

Members considered the minutes of the Committee meeting held on 1st July 2019.

Councillor Gibson proposed that the minutes be accepted as a correct record. This was seconded by Councillor Michele Miles and carried unanimously.
- RESOLVED** That the minutes of the meeting held on 1st July 2019 be accepted as a correct record, and signed by the Chair.
- 199/19/20 MATTERS ARISING**

None.
- 200/19/20 KENDAL TOWN COUNCIL FLOOD RELIEF SCHEME WORKING GROUP**

In the absence of Councillor Cornthwaite, chair of the working group no comments.
- 201/19/20 CCC PLANNING APPLICATION REF 5/19/9008 – SANDGATE HYDROTHERAPY POOL, SANDGATE SCHOOL, SANDYLANDS ROAD, KENDAL.**

The committee has no objections

202/19/20 CCC PLANNING APPLICATION REF 5/19/9007 – GOOSEHOLME BRIDGE, NEW ROAD, KENDAL.

The committee has no objections and notes the fact that re-construction can be undertaken under permitted development rights as stated.

203/19/20 ANY OTHER BUSINESS

PLANNING (LISTED BUILDING AND CONSERVATION AREAS) ACT 1990 – APPEAL UNDER SECTION 20. SITE 4 TOWN VIEW, KENDAL APPLICATION REF SL/2019/0091

The Committee refers back to its original objections on the 4th March 2019 ‘**4 Town View, Kendal. Removal of shrub border and formation of hardstanding for car parking**’.

The Committee has concerns over the impact on the character and appearance of the area given the historic nature of the houses and the unique location to Maudes Meadow and that this impact would extend to the community as a whole.

204/19/20 LATE APPLICATIONS

The committee would like to register their disappointment on receiving 7 further planning applications just 1 ½ hours prior to the meeting

ADDENDUM *(The 7 additional planning applications were sent to the Chair of the Committee 1½ hours prior to the meeting, however of those applications 3 were received from SLDC on 15th July, 2 on 12th July and 2 on 10th July).*

205/19/20 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 8.00 pm

Signed

Dated

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA 0421	33 Parr Street, Kendal Replacement windows to front elevation and alterations to attached rear garage to form living accommodation including installation of roof lights.	16.07.2019 (extension requested)	No Objections as stated, but the committee reserves the right to comment in the future if the 'long term vision' for a increase in the roof height is part of any future application.
2	FPA 0473	4 Ruskin Close, Kendal Side and rear single storey and first floor extension	16.07.2019 (extension requested)	No Objections however the committee is unable to ascertain from the application the extent to which neighbours sight lines will be impacted. In addition, it draws your attention to its opinion that this application would potentially change the character of the cul-de-sac.
3	LISTED 0469 & 0470	9A Coach House, Thorny Hills, Kendal Single storey side extension to form orangery	16.07.2019 (extension requested)	The committee would like to draw attention to the Conservation Advisors comments of the 15/7/19 regarding the effect of a development of this type on the site. This is given both the size and external design. We also await the Civic Society's comments

				with interest.
4	FPA 0458	66 Larch Grove, Kendal Conversion of side garage to living accommodation. Extension to front of existing garage to form living accommodation, extension to rear to form extended external balcony and formation of new parking area to the front	16.07.2019 (extension requested)	No Objections to the plans as submitted. There is however there is a potential issue with 'overlooking' the neighbours & loss of privacy if the application goes ahead and the neighbour's partition hedge is removed. The committee looked favourably on the inclusion of electric car charging points and solar roof panels.
5	FPA 0481	Unit 5 Kendal Fell Business Park, Boundary Bank Lane, Kendal Single storey in-fill extension	16.07.2019 (extension requested)	No Objections
6	FPA 0501	27 Wattsfield Road, Kendal Two storey side and rear extension	16.07.2019 (extension requested)	No Objections as stated. However the committee have general concerns that the plans do not show the impact on No. 25 particularly their sight lines from the rear of the property in light of the site of the proposed development
7	FPA 0381	108-110 Highgate, Kendal (amended plans) Formation of new doorway to front elevation of retail unit to provide access to existing first floor flat and installation of replacement window frames to first floor	16.07.2019 (extension requested)	No Objections the committee commends the design of the windows and use of timber.

8	FPA 0512	115 Lingmoor Rise, Kendal Single storey front porch and side extension	15.07.2019	Objections due to the scale and dominance of the proposal that the committee feels would have a detrimental impact on the character and appearance of the area and on neighbours. The application has a lack of supporting information.
9	FPA 0516	4 Stricklandgate, Kendal Installation of a 2.4m high fence to provide protection to roof against unauthorised access	17.07.2019	No Objections on planning considerations although the committee recommends the applicant looks at the visual impact of the fence and considers greening the fence with appropriate plants such as Ivy.
10	FPA 0529	Benson View Works, Fell View Trading Park, Kendal Industrial Unit Extensions	24.07.2019	No Objections provided suitable traffic measures are in place. The committee queries whether this application is acceptable as no application form was included online.
11	FPA 0549	2 Ash Grove, Kendal Demolition of garage and erection of single storey rear extension	29.07.2019	No Objections

12	FPA 0545	16 Woolpack Yard, Stricklandgate, Kendal Conversion and alterations to central accommodation to form a single dwelling & retail unit over three floors (Revised scheme SL/2018/0267)	31.07.2019	No Objections to application in principal although the committee have significant concerns with regard to parking which should be considered at a strategic level. The committee suggests that the site is suitable for the inclusion of renewable energy, solar panels.
13	FPA 0554	41 Broad Ing Crescent, Kendal Single storey rear extension with roof terrace over and single storey front extension with grass turfed roof	31.07.2019	Objection the committee raised objections to the size of the balcony, which could affect neighbours, over-shadowing & resulting in an excessive loss of privacy, which results in the committee opposing this application as a whole.
14	FPA 0568	17 Oak Tree Road, Kendal Single storey rear extension and alterations to front entrance porch	02.08.2019	No Objections however, the committee suggests that the flat roof is ideal for a grass turfed roof.
15	FPA 0530	Asda Stores Ltd, Burton Road, Kendal Extension to Home Shopping pod, new loading canopy and extension to external freezer	02.08.2019	No Objections
16	FPA 0571	Fellside Centre, Low Fellside, Kendal Creation of a window opening to the north ground floor elevation (retrospective)	05.08.2019	No Objections however the committee is disappointed that the application was

				retrospective, given the applicant's profession and look forward to receiving the reasons for this.
17	FPA 0564 & 0565	98 Stricklandgate, Kendal Alterations and change of use from office (Use Class B1) at first floor to form self-contained flat	05.08.2019	No Objections but the committee wishes to reinforce its position that suitable attention is taken in regard to this Grade II listed building. It also expresses disappointment that Hackney & Leigh only aspire to the legal minimum insulation requirements
18	FPA 0436	66 Stramongate, Kendal Installation of replacement windows and shopfront	05.08.2019	No Objections however the committee is disappointed with the use of UPVC instead of wood.

Letter received by SLDC at the 15th July Planning meeting.

PLANNING (LISTED BUILDING AND CONSERVATION AREAS) ACT 1990 – APPEAL UNDER SECTION 20. SITE 4 TOWN VIEW, KENDAL APPLICATION REF SL/2019/0091

KTC Planning Committee refers back to its original objections on the 4th March 2019 ‘**4 Town View, Kendal. Removal of shrub border and formation of hardstanding for car parking**’.

The Committee has concerns over the impact on the character and appearance of the area given the historic nature of the houses and the unique location to Maudes Meadow and that this impact would extend to the community as a whole.

KENDAL TOWN COUNCIL REPORT

To: Full Council	5 th August 2019
From: Councillor Sutton	Agenda Item No. 9

Lancaster Canal Regeneration Partnership Meeting 02.07.2019

I represented the Town Council on this meeting and this update summarises the progress to date on:

1. The Stainton Aqueduct repairs are on schedule and due for completion at the end of October.
2. Progress on the proposed Kendal to Lancaster towpath trail is being made.
 - i. The project is now being managed on behalf of LCRP by the Morecambe Bay partnership.
 - ii. The first section is likely to be Kendal to Natland. There have been some holdups as negotiations for access and Parish Council agreement are sought.
 - iii. There is to be an exercise aimed at developing a brand for the Towpath Trail from Kendal to Lancaster. It is hoped to develop these in September to October of this year after approval of a brief in August.
3. The HLF funded project officer has been very active in recruiting volunteers on a number of projects, including dry stone walling, oral history and the beginnings of an audio trail. To come are nature walks, bat walks and wellbeing walks later this summer. There are also moves to work with other groups including local Scout groups and other young people.
4. The Lancaster Canal Trust has offered to run walks along the canal at next year's Kendal Walking Festival.
5. Canal bicentenary events so far are considered to have been a success.

Future meeting dates:

6th August, 3rd September, 1st October and 5th November

KENDAL TOWN COUNCIL REPORT

To: Full Council	5 th August 2019
From: Councillor Sutton	Agenda Item No. 9

Kendal Integrated Care Community Delivery Group Meeting 18.07.2019

It is hoped to set up a Wellness Hub in Kendal. This could be based at the Outside In centre which has recently been set up as a family hub play area. An advantage of the current building being used is that it contains a disability toilet.

The People's Cafe will continue to provide meals for the vulnerable elderly.

There are currently approx 570 frail elderly people in Kendal based on the 3 Kendal doctors' practices. Among the moderate to severe group, 70% have an advanced care plan at home. There are regular new referrals. The aim is to keep people away from the big hospitals, although the Langdale Unit at the Westmoreland Hospital can be used. The aim is to encourage people to know that they often don't need to go into hospital; that they can cope at home and can get help.

With regard to diabetes, Station House now have a diabetic support group with volunteer-led services.

A centre called the Lighthouse Hub is opening up in Kendal catering for people who were formerly helped by Mind before it closed down.

Focus Groups:

I Matter - This is continuing to work with parents and teachers. Also helps with parenting skills.

Adult Mental Health - a particular concern is dealing with suicide among young people in Kendal. Extra training will be provided in this area.

Learning Disability - a well-being group is being set up to help people who are coping with living on their own (healthy eating, diet, hygiene etc).

Public Events - there will be a Family Fun Day in November at the Leisure Centre. There is also a Burneside Summer Event.

Age UK is now called Age UK South Lakeland.

Farmers Health Group - It is not always easy to get farmers to talk about their problems. This group has had more success recently by attending Auction Mart meetings offering a chance to provide advice and information.

Presentation by Mandy Bass - Director of Nursing at St Johns Hospice:

Palliative Care is changing. Most people now, if offered the choice, prefer to be nursed at home. St Johns Hospice now has 13 beds and a large outreach. Illnesses cared for now don't include only cancer. A particular challenge has been people becoming ill and living longer. There has been a 40% increase in palliative care. In the future it is estimated that 50% of deaths will be in the age group 85 plus. NHS

funding has not increased much. Fundraising initiatives like the Moonwalk are therefore very important.

Day therapy is now available one day a week at an in-patient unit. The future aim is the continued development of community services.

KENDAL TOWN COUNCIL

June 2019 - Bank Payments

Date	Ref	Details	Net £	VAT £	Total £
06/06/2019	OL 13099	A Finch - Mayoral allowance 2019-20	5,000.00	0.00	5,000.00
06/06/2019	OL 13100	A Finch - travel to Penrith re training	29.00	0.00	29.00
06/06/2019	OL 13101	GM - goodwill gesture re jeans damaged on KTC bench	100.00	0.00	100.00
06/06/2019	OL 13102	KTT - routine visit/treat re rodent activity - Castle Hags	60.00	0.00	60.00
06/06/2019	OL 13103	KTT inspead/treat re rodent activity - Rinkfield allotments	45.00	0.00	45.00
06/06/2019	OL 13104	KTT - call out x 3 re rat infestation - Fowling allotments	204.00	0.00	204.00
06/06/2019	OL 13105	SU - Vision Express - lenses for computer work	128.25	6.75	135.00
06/06/2019	OL 13106	Tech 4 - photocopier charges to 15/05/2019	84.42	16.89	101.31
06/06/2019	OL 13107	Flowers by Arrangement - 3 x bouquets, 2 x arrangements	150.00	0.00	150.00
06/06/2019	OL 13108	Design Attic - Woolpack signage, signage project	308.00	0.00	308.00
06/06/2019	OL 13109	Return of rent ref Plot 8a Town View	32.12	0.00	32.12
06/06/2019	OL 13110	JH - allotment site visits x 16 sites	6.75	0.00	6.75
06/06/2019	OL 13111	Water Plus - to 16.05.2019 - Windermere Road	216.88	0.00	216.88
06/06/2019	OL 13112	Water Plus - to 19.05.19 - Greenside	107.81	0.00	107.81
06/06/2019	OL 13113	Water Plus - to 20.05.2019 - Castle Drive allotments	8.98	0.00	8.98
06/06/2019	OL 13114	Water Plus - to 19.05.2019 - standpipe, Ponyfield, Wattsfield	8.40	0.00	8.40
06/06/2019	OL 13115	Water Plus - to 17.05.2019 - Castle Hags	404.67	0.00	404.67
06/06/2019	OL 13116	Amberol Limited - wicks	32.98	6.60	39.58
06/06/2019	OL 13117	Lound Road Garage - fuel for Town Council van	117.73	23.55	141.28
06/06/2019	OL 13118	JB - membership of Loyal Company of Town Criers	35.00	0.00	35.00
06/06/2019	OL 13119	Brewery Arts Centre - Grant to Dance Ability re Dance Platform	100.00	20.00	120.00
04/06/2019	DD/STO	Barclays Commission (net)	6.65	0.00	6.65
03/06/2019	DD/STO	Tesco via Barclaycard - drinks for Mayor Making	117.79	23.56	141.35
14/06/2019	OL 13120	SLDC - Kendal Futures website support	2,400.00	480.00	2,880.00
14/06/2019	OL 13121	SLDC - Heating, Lighting, Cleaning June 2019 quarter	2,375.00	475.00	2,850.00
14/06/2019	OL 13122	Razor Sharp Tree Services - Hallgarth tree work on boundary	291.67	58.33	350.00
17/06/2019	OL 13123	Cumbria CC - Pension	2,448.49	0.00	2,448.49
17/06/2019	OL 13124	HMRC - PAYE & NI	1,949.06	0.00	1,949.06
15/06/2019	DD/STO	Vanguarder - Monthly van tracking fee	3.50	0.70	4.20
15/06/2019	DD/STO	Vanguarder - Monthly van tracking fee	3.50	0.70	4.20
20/06/2019	DD/STO	Busy Bees - Charges for Childcare Vouchers	0.35	0.07	0.42
20/06/2019	DD/STO	Busy Bees - Childcare Voucher	10.00	0.00	10.00
20/06/2019	OL 13125	The MoT Centre - puncture repair Town Council van	133.47	26.69	160.16
20/06/2019	OL 13126	Jack Ellerby - assisting with signage Underhill/Wattsfield	80.00	0.00	80.00
20/06/2019	OL 13127	P & W Confidential - remove 3 x confidential waste sacks	12.75	2.55	15.30
20/06/2019	OL 13128	CT Hayton Ltd - Tomorite	35.90	7.18	43.08
20/06/2019	OL 13129	Refund ref allotment CHE17	72.52	0.00	72.52
20/06/2019	OL 13130	Anna Bailey - Visit Kendal website - April 2019	300.00	0.00	300.00
20/06/2019	OL 13131	Anna Bailey - Visit kendal website - May 2019	300.00	0.00	300.00
20/06/2019	OL 13132	Refund ref allotment CHE08	76.46	0.00	76.46
20/06/2019	OL 13133	Net pay - June 2019	10,134.78	0.00	10,134.78
24/06/2019	DD/STO	Robert Pinkus (Management Services) Limited	650.00	130.00	780.00
25/06/2019	DD/STO	Moorepay - Insurance premium adjustment	4.84	0.00	4.84
25/06/2019	DD/STO	Moorepay - Insurance premium	27.75	0.00	27.75
25/06/2019	DD/STO	Moorepay - HR & Health & Safety advice	38.25	7.65	45.90
25/06/2019	OL 13134	Water Plus - to 18 May - Greenside Allotments	61.09	0.00	61.09
25/06/2019	OL 13135	SLDC - costs re Temporary Road Closure 7 July 2019	58.00	0.00	58.00
25/06/2019	OL 13136	SLDC - printing charges re 20 x replacement Annual Reports	78.60	0.00	78.60
25/06/2019	OL 13137	Signscape - Signs	1,163.40	232.68	1,396.08
25/06/2019	OL 13138	Cumbria Community Transport - Walking Festival minibus	139.65	0.00	139.65
25/06/2019	OL 13139	Designworks - Website updates	700.00	140.00	840.00
25/06/2019	OL 13140	CT Hayton Ltd - 300g blocks re pest control	44.60	8.92	53.52
28/06/2019	OL 13141	Riverbank Catering - Mayor Making menu 2019	1,944.00	388.80	2,332.80
28/06/2019	OL 13142	SLDC - Hire of Georgian room 10.05.2019 for Walking Festival	43.75	8.75	52.50
28/06/2019	OL 13143	Itek - resolve email issues for Townscape Manager	31.50	6.30	37.80
24/06/2019	OL 13134	Outside-In - Kendal Town Council Grant	2,000.00	0.00	2,000.00
30/06/2019	DD/STO	EE - Townscape Manager's phone rental	15.70	3.14	18.84
28/06/2019	OL 13144	Ginger Bakers - traybakes	24.00	0.00	24.00
28/06/2019	OL 13145	Civic - Mayor Making 16.05.2019	150.00	0.00	150.00
28/06/2019	OL 13146	Royal Mail - door to door 22/07/2019	1,476.21	295.24	1,771.45
			36,583.22	2,370.05	38,953.27

KENDAL TOWN COUNCIL

Petty Cash Payments: April to June 2019

Date	Ref	Details	Net £	VAT £	Total £
01/04/2019	PC 1101	SU - Tesco Express - Coffee and milk	6.09	0.00	6.09
01/04/2019	PC 1102	PL - Boyes - Paintbrush	1.35	0.00	1.35
09/04/2019	PC 1103	PL Key Cobbler - keys for skip	10.00	0.00	10.00
09/04/2019	PC 1104	MS - refund underpaid postage	1.50	0.00	1.50
16/05/2019	PC 1105	SU - Tesco Express - Drinks for Mayor Making	5.40	0.00	5.40
23/05/2019	PC 1106	FMcM - Card Factory - Card for Town Crier	5.39	0.00	5.39
16/05/2019	PC 1107	JH - Ryman - Stationery	8.32	1.67	9.99
01/06/2019	PC 1108	JB - Cobbler John - insoles	4.00	0.00	4.00
10/06/2019	PC 1109	SU - Home Bargains - Biscuits for Armed Forces Day	4.92	0.26	5.18
21/06/2019	PC 1110	SU - Co-Op - Fairtrade refreshments for Armed Forces Day	5.59	0.00	5.59
27/06/2019	PC 1111	PL - Boots - Sun Cream	5.00	0.00	5.00
Total			57.56	1.93	59.49