

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 4th April 2016 at 8.00 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

PRESENT The Mayor (Councillor C Hogg) in the Chair;
Councillors A Robinson, T Clare, G Vincent, G Cook, P Bramham, J Brook, C Feeney-Johnson, G Archibald, S Coleman, S Emmott, S Evans, A Finch, M Severn, L Oldham, A Blackman, K Bracey, C Hardy, J Robinson, R Sutton, K Teasdale and J Owen

APOLOGIES Councillors J Veevers, D Evans and R Hogg

OFFICERS Liz Richardson (Town Clerk), Jack Jones (Town Treasurer) and Nicky King (Council Secretary)

1043/15/16 PUBLIC PARTICIPATION

None.

1044/15/16 DECLARATIONS OF INTEREST

The Town Clerk advised that Councillor Owen had signed a Declaration of Acceptance of Office as the newly elected Councillor for Strickland Ward. The Mayor welcomed Councillor Owen.

1045/15/16 MINUTES OF COUNCIL MEETING HELD ON 7TH MARCH 2016

Members considered the minutes of the meeting of full Council held on 7th March 2016.

Councillor Coleman proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor Emmott and carried unanimously.

RESOLVED that the minutes of the Council meeting held on 7th March 2016 be approved as a correct record and signed by the Chairman.

1046/15/16 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor thanked all Councillors for their support during his recent absence, with special thanks to the Deputy Mayor, Councillor Coleman. The Mayor had recently donated a kidney to his wife, Councillor R Hogg.

1047/15/16 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

There were no outside bodies reports from Councillors.

1048/15/16**POLICE REPORT – INSP PAUL LATHAM, CUMBRIA CONSTABULARY**

Inspector Latham introduced Suzanne Scott-O'Neill, a new sergeant on the Community Team.

Inspector Latham had been on duty during the evening of the flooding in December 2015 and gave his thanks to emergency services and everybody involved with relief efforts, both during and after the floods. He also advised that extra patrols had been put in place since Christmas, particularly around Sandylands, due to the amount of empty properties following the flooding.

It was explained that, due to recent restructuring of the police service, there were now three neighbourhood teams. Inspector Latham remained responsible for the eastern part of South Lakeland. There had been a number of staffing changes which Inspector Latham outlined.

Inspector Latham then invited questions from Councillors on the police update report previously circulated to Members.

Councillor Severn thanked Inspector Latham for attending the meeting and also expressed thanks for the hard work by the police service in connection with the recent flooding. The report had highlighted a high increase in violent crimes and Councillor Severn asked whether this was concerning or in line with expectations. Councillor Latham replied that the figures quoted were higher than expected, however this was partly due to Operation Tweed which saw historic offences at care homes being reported and reflected in the figures. He explained that taking these out of the equation would see an increase of violent crime in line with all other areas of the county. There had also been an increase in violence within the home/domestic violence.

Councillor Vincent asked whether the increases in violent crime and antisocial behaviour appeared to be linked to alcohol and drugs use. Inspector Latham replied that incidences of antisocial behaviour were decreasing and there had not been a rise of crime in public houses. He emphasised that residents were at no more risk than a year/two years ago. Inspector Latham said that the Bar Watch initiative was doing a good job.

The Mayor thanked Inspector Latham and Sergeant Scott-O'Neill for attending and also reiterated Councillor Severn's thanks for the help provided by the police service in respect of the floods.

1049/15/16**UNSPENT BUDGETS 2015/16**

The Treasurer presented a report on unspent budgets for 2015/16. The report highlighted that throughout 2015/16, budgetary control reports had consistently indicated that many service budgets were being underspent. The Treasurer advised that although the accounts had not closed yet, provisional figures suggested there would be no material overspends and

that significant underspendings were forecast across a number of Committee budgets. Confirmation of the treatment of these underspendings in the final accounts for the year was being sought by the Treasurer; this treatment would be consistent with the principles contained in Financial Regulations.

The Council also noted the Treasurer's intention to produce a revised budget for 2016/17, incorporating these and other changes, to support budget monitoring during the year.

Following a general discussion Councillor Severn proposed approval of the report and the recommendations contained within it for the treatment of underspendings. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED That the unspent budgets 2015/16 be treated as per the recommendations contained in the Unspent Budgets 2015/16 report presented by the Treasurer.

1050/15/16 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 22nd February, 7th and 21st March 2016 were presented by Councillor J Robinson who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meeting held on 22nd February, 7th and 21st March 2016 be received.

1051/15/16 MAYORALTY & ARTS COMMITTEE

The minutes of the Mayoralty & Arts Committee meeting held on 29th February 2016 were presented by Councillor A Robinson who proposed that the minutes be approved as a correct record. This was seconded by Councillor Brook and carried unanimously.

RESOLVED That the minutes of the Mayoralty & Arts Committee meeting held on 29th February 2016 be approved as a correct record of the meeting.

1052/15/16 ALLOTMENTS COMMITTEE

The minutes of the Allotments Committee meeting held on 14th March 2016 were presented by Councillor Feeney-Johnson who proposed that the minutes be approved as a correct record. This was seconded by Councillor Hardy and carried unanimously.

Councillor Coleman referred to minute 998/15/16 regarding future sites for allotments and asked whether KTC would be approaching SLDC in this respect. Councillor Feeney-Johnson replied that a number of different authorities were being approached. The difficultly was the size of the sites required. The Town Clerk commented that an exercise to see if any SLDC owned land was suitable for allotments had been carried out several years ago but with no success. It had been discussed by the

Planning Committee that developers should give consideration to future sites in their development briefs.

RESOLVED That the minutes of the Allotments Committee meeting held on 14th March 2016 be approved as a correct record of the meeting.

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

1053/15/16 **Financial Statement** (Minute 1005/15/16)

"That a sum of £4,000 be allocated from the site maintenance budget for the improvement of allotment sites proving to be unlettable and requiring improvement works".

Councillor Archibald proposed that the recommendation be approved. This was seconded by Councillor J Robinson and carried unanimously.

RESOLVED That the sum of £4,000 be allocated from the site maintenance budget for the improvement of allotment sites proving to be unlettable and requiring improvement works.

1054/15/16 **MANAGEMENT COMMITTEE**

The minutes of the Management Committee meeting held on 21st March 2016 were presented by Councillor Emmott who proposed that they be approved as a correct record. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED That the minutes of the Management Committee meeting held on 21st March 2016 be approved as a correct record of the meeting.

Councillor Emmott then presented the following recommendations of the Committee:

1055/15/16 **Website Design Brief** (Minute 1018/15/16)

1. *That the sum of £6,000 be released to progress the website development project, provided that all suggestions made during the meeting are taken on board. The Project Manager to re-draft the Design Brief for review/agreement by the Chair and Town Clerk.*

Councillor Archibald declared an interest in this matter.

2. *That the sum of £3,500 be released for the rebranding of the two KFB leaflets (Group Travel Guide and Sense of Place).*

Councillor Emmott proposed that the recommendations be approved. This was seconded by Councillor A Robinson and carried with one abstention.

- RESOLVED**
1. That the sum of £6,000 be released to progress the website development project, the re-drafted Design Brief having been reviewed/agreed by the Chair of the Management Committee and the Town Clerk.
 2. That the sum of £3,500 be released for the rebranding of the two KFB leaflets (Group Travel Guide and Sense of Place).

- 1056/15/16** **Flooding December 2015 – Spending Ideas Relating to Response to the Flooding** (Minute 1030/15/16)

That £1,302+VAT be spent on plants for the beds by the cricket ground. The monies to be deducted from the £4,000 set aside at March Council for Shap Road enhancement works.

Councillor Emmott proposed that the recommendation be approved. This was seconded by Councillor Feeney-Johnson and carried unanimously.

- RESOLVED**
- That £1,302 plus VAT be spent on plants for the beds by the cricket ground. The monies to be deducted from the £4,000 set aside at March Council for Shap Road enhancement works.

FINANCIAL MATTERS

- 1057/15/16** **(a) Bank Payments Schedule: February 2016**

The Town Treasurer presented the Bank Payments Schedule for February 2016. Councillor Severn proposed that the Schedule be approved. This was seconded by Councillor Brook and carried.

- RESOLVED**
- That the Bank Payments Schedule for February 2016 be approved.

- 1058/15/16** **(b) Invoices over £2,000**

The Treasurer reported that there was 1 invoice over £2,000 which required approval as follows:

- BT Pay Phones - £2,671 plus VAT for removal of the telephone boxes in the Market Place. It was noted that this figure was under budget.

Councillor Emmott proposed that payment of the invoice be approved. This was seconded by Councillor Feeney-Johnson and carried unanimously.

- RESOLVED**
- That payment of the invoice over £2,000 be approved.

1059/15/16 EXCLUSION OF PRESS AND PUBLIC

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

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

Part II

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following reports were excluded from inspection by members of the public as they contain exempt information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:-

Information relating to any individual [Paragraph 1]

STAFFING MATTERS [Paragraph 1]**1060/15/16 Options for support during absence of Assistant to the Town Clerk**
(ref Management Committee minute 1033/15/16)

The Town Clerk advised that she had asked the Project Manager whether she could work an extra day a week until September to assist with work for Britain in Bloom. This had become necessary due to the absence of the Assistant to the Town Clerk (who had been off work for the last month due to personal issues) and the heavier than anticipated workload of being in Britain in Bloom. The Project Manager would also work on other projects such as 20mph and the KTC website. Councillor Emmott proposed that approval be granted for the Project Manager to work one extra day per week until September. This was seconded by Councillor Oldham and carried unanimously.

Councillor Coleman advised that he had sent a card to the Assistant to the Town Clerk with best wishes on behalf of all Councillors. He had received an email thanking Councillors for the card which had been much appreciated.

RESOLVED That the Project Manager work one extra day per week until September to assist on Britain in Bloom and other projects.

1061/15/16 Overtime requirement for Town Clerk and Town Treasurer (ref Management Committee minute 1034/15/16)

The Town Clerk requested approval of overtime for herself and the Town Treasurer in order to complete work on the Standing Orders. This was necessary due to pressure of workload. It was anticipated that a total of 5 days would be required, 2 for the Town Clerk and 3 for the Treasurer. Councillor Finch proposed approval of the request. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED That approval of a total 5 days overtime be approved for the Town Clerk and Treasurer (2 days for the Town Clerk and 3 days for the Treasurer) in order to complete work on the Standing Orders.

1062/15/16 READMISSION OF PRESS & PUBLIC

RESOLVED It was proposed by Councillor Finch that the press and public be re-admitted for the remainder of the meeting (none were present).

The meeting ended at 8.59 p.m.

Signature

Date