

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 7th November 2016 at 7.30 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

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

APOLOGIES Councillors A Robinson, A Finch, C Hardy, R Hogg and J Owen.

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

582/16/17 PUBLIC PARTICIPATION

None.

583/16/17 DECLARATIONS OF INTEREST

Councillors J Robinson, Bracey and Veevers declared an other
registrable interest in item 8.1 on the agenda (Allotments Rent Review)
being allotment holders themselves.

584/16/17 MINUTES OF COUNCIL MEETING HELD ON 3RD OCTOBER 2016

Members considered the minutes of the meeting of full Council held on
3rd October 2016.

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

RESOLVED that the minutes of the Council meeting held on 3rd October 2016 be
approved as a correct record and signed by the Chairman.

**585/16/17 POLICE QUARTERLY REPORT FROM CUMBRIA CONSTABULARY –
SUZANNE SCOTT-O'NEILL**

Members considered the Police Report from Cumbria Constabulary for
November 2016. The report included hate crime data for the
constabulary. The South Neighbourhood Policing Team had a slight
increase, however across the county there did not appear to have been
an increase since the Brexit vote.

Councillor Tirvengadam queried the hate crime figures illustrated in the
report. As a member of the South Lakes Equality & Diversity Partnership

(SLEDP), he found it hard to believe that there had been no increase in hate crime. Suzanne Scott-O'Neill replied that the police force did what they could to encourage people to come forward and report incidences of hate crime but there was only so much they could do. The figures could only represent cases reported.

Councillor Emmott advised that at a recent meeting of the BID, concern had been expressed at the rise in shoplifting. Suzanne Scott-O'Neill said that the 'Shop Watch' initiative was up and running but shops also needed to take responsibility to help themselves. She explained that cost implications and budget restraints meant that some low level shoplifting crimes would not be attended by the police. She added that staffing resources were an issue, especially since the removal of the beat officer. Councillor Emmott said she would feed back the response to the BID.

Councillor Feeney-Johnson expressed concern about drug taking behaviour in schools and asked how the police were working with schools to try and tackle this issue. Suzanne Scott-O'Neill explained that it could prove difficult to get into schools due to timetable/curriculum. There was also a question as to who should deliver the message to pupils; the police or the school themselves. She commented that early intervention was key to educating young people about the dangers of drug taking. Councillor Feeney-Johnson commented that there did not appear to be much information available to parents regarding signs of drug taking etc. Suzanne Scott-O'Neill advised that they had met with schools and suggested holding an informative parents evening, however this had not met with a positive response.

Councillor C Hogg advised that he was actively involved with the Community Safety Partnership and commented that all the topics of concern raised had been discussed by them. He added that many of the issues were being addressed by ongoing projects.

Councillor Vincent asked whether there was a clear advice pathway that young people knew they could approach in confidence. Suzanne Scott-O'Neill said that there are more avenues open to young people than ever before. The police force visit schools and speak to children from an early age.

Councillor Walker asked how the force was finding the number of officers within South Lakeland. Suzanne Scott-O'Neill said that the level of officers was currently much lower than even 4/5 years ago. Levels are set for the whole of South Lakeland and officers cover a much wider area than Kendal itself. She commented that the constabulary hoped to recruit in the future but a lot would depend on Government's decisions regarding budgets etc.

586/16/17

**PRESENTATION BY NHS CLINICAL COMMISSIONING GROUP ON
HELME CHASE MIDWIFERY-LED UNIT CONSULTATION**

The Mayor welcomed representatives from the NHS Clinical

Commissioning Group and University Hospitals of Morecambe Bay NHS Foundation Trust. The following representatives were present:

- **NHS Cumbria Clinical Commissioning Group (CCG)** - Eleanor Hodgson, Director of Children and Families
- **NHS Cumbria Clinical Commissioning Group (CCG)** - Julie Clayton, Head of Communications and Engagement
- **University Hospitals of Morecambe Bay NHS Foundation Trust** - Sascha Wells, Director of Midwifery

Eleanor Hodgson opened the presentation advising that the public consultation had officially closed on Friday 4th November 2016. The following key points were highlighted:

- The CCG recognise the importance of maternity services for the area.
- They have worked hard looking at quality and sustainability of service.
- Since the change to an on-call service two years ago, 3,000 hours of midwife time has been released.
- When the change took place the number of women using Helme Chase was already going down. This was not unique to Kendal but something that was happening across the country.
- Under the current service if a women goes into labour overnight, the midwife is called and attends the lady either at home or at Helme Chase. The midwife service is available 24 hours and women are able to give birth at Helme Chase 24 hours a day.
- The CCG are very keen to maintain the unit and would like to see numbers increase again.
- The CCG understand how much the service means to people.

Sasha Wells made the following points from the point of view of the University Hospitals of Morecambe Bay NHS Foundation Trust:

- Huge improvements have been made at Helme Chase over the last 2 years – now provide breastfeeding drop in sessions, ante-natal drop in sessions, open day sessions (covering a wider area than Kendal), new birthing pool, greater and improved environment
- Over the last 5 years, and particularly 2-3 years, the budgeted workforce has been increased by 53 midwives.
- National Standards say there should be 1 midwife for every 35 births – Helme Chase has 1 midwife for every 12.
- Women and their families have been provided with much wider options – 12 women chose a home birth in last year against 3 women in 2012. Women are making those choices.
- The Trust want to see birth numbers at Helme Chase increase and be able to increase the staff numbers to support that.

Councillor Severn referred to his own personal experience of the unit at Barrow where his daughter was born in May. He remarked that he and his wife had been impressed with the dedication and professionalism of the midwives there. He expressed his opinion that Helme Chase needed

to be a 24/7 on site service. He said that whilst he understood there were financial pressures, the message going out to women was that they were not able to give birth at Helme Chase. Eleanor Hodgson replied that it was not about money, there had been no cuts made, indeed money had been invested. She said it was about the effective use of resources and making sure that as many women as possible could use the unit at Helme Chase. The on-call service meant that more women were able to do so.

Sascha Wells commented that women in Lancaster and Barrow needed to be encouraged to use the service at Helme Chase, however just as women in Kendal do not want to travel to Lancaster or Barrow, women in Lancaster and Barrow do not wish to have to travel to Kendal.

Councillor Emmott asked whether the national requirements of expectant mothers already in labour travelling to Lancaster or Barrow were being met. The reply confirmed they were. She then asked what the travel time was and whether national requirements of home births were also being met. Sascha Wells advised that the nationally recognised travel time was 30 minutes and that was being achieved. Home birth national requirements were also being met. Eleanor Hodgson clarified that the 30 minutes referred to ambulance response time, there was no national standard in respect of distance. Sascha Wells added that if a woman was in established labour and a midwife was already in attendance, they had the ability to request paramedic immediate response.

Councillor Veevers questioned the ambulance response times. He also remarked that the unit used to be GP led and felt it should return to such. Eleanor Hodgson advised that GP's were no longer qualified to provide an obstetric service, nor did they want to be. Consultant led services existed because they are the people with the correct qualifications. However there needs to be a certain level of women using a unit to justify it being consultant led rather than midwifery-led.

Councillor S Evans referred to figures indicating that mothers from Kendal birthing at Lancaster and Barrow was down by a third and asked if that was a trend. Sascha Wells said she had been in post for 5 years and had seen a static birth rate across the whole of the Morecambe Bay footprint. Early indications were that there was a slight reduction for the current year. She advised that her job was to ensure staff levels were meeting demand and they would look to flex up staffing if the number of births increase.

Councillor C Hogg remarked that perception is very important. Women and their families are making difficult decisions in a stressful situation. He said that transfer times must be made known as it was crucial information when deciding which unit to attend. He asked how long it took for a call to a midwife to be answered and how long before the midwife arrived at Helme Chase. Sascha Wells replied that the only potential delay to response time was if the midwife was already attending a woman in labour, but added that the situation would be no different whether the service was on-call or based at Helme Chase. The time it

took for a midwife to arrive at Helme Chase depended on locality of the woman in labour and the midwife attending. Sascha Wells advised that response time and travel time were recorded by the midwife and data could be analysed and provided as an average.

Councillor Feeney-Johnson asked whether women from Lancaster and Barrow who were expecting a straightforward birth were encouraged to use Helme Chase. Sascha Wells said that they were working very hard to encourage this. Consideration had been given to mandating all low risk women to birth at Helme Chase, however this was not ethically possible. She advised that the recent open events had been attended by a significant number of women from Lancaster and Barrow.

Councillor Tirvengadam queried how services were adapted when dealing with women whose first language was not English, or women with physical/mental disabilities. Sascha Wells responded by saying that the Trust had an awareness of these issues and would be signposted to work with specialist groups to ensure a positive outcome. In the case of dealing with women whose first language was not English, the Trust looked to an external resource called Language Line.

Councillor Vincent asked how many births there had been where the only person attending was a relative because assistance had not arrived in time. It was confirmed that in 2013 there had been 4 births in the Kendal area where the baby was born before a health professional arrived. To date in 2016 there had been none.

The Chair observed that it was not being made known to women that they could return to Helme Chase after birthing at either Lancaster or Barrow. Sascha Wells said that the Trust recognised the importance of early support following birth. The change to the service and the subsequent number of midwife hours released has enabled community midwives to visit women in their home environment to assist on an individualised level.

Councillor D Evans asked what sort of monitoring for satisfaction rates was carried out. Sascha Wells advised that in 2011 no feedback was being asked for at all. In 2013 the Friends and Family Test was released which scored on a scale of 1-5. All three units scored above the national standard. Over the last 3 years there has been much greater engagement with service units and women have been actively involved in the improvements made. Sascha Wells said that overall feedback for all 3 units is really high.

The Chair thanked the representatives for attending the meeting.

587/16/17

MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor highlighted the following events:

- Christmas Lights Switch On - Sunday 27th November (the Mayor advised that he would be in Rinteln and therefore unable to attend).

- Christmas Coffee Morning in aid of the Mayor of Kendal's Charities, Manna House and Christians against Poverty – Saturday 17th December.
- Mayor's Charity Dinner – Wednesday 8th February.

Councillor Emmott referred to the Christmas Lights switch-on event 'decision tree' which had been circulated at the October Council meeting. She asked that, in the event that the switch-on had to be cancelled, the decision tree be followed.

The Mayor expressed his thanks to Councillors Bracey and Bramham for visiting War Memorials at their own expense and laying wreaths. Councillor Bracey had laid a wreath at the Thiepval Memorial in September and Councillor Bramham would lay a wreath at the Menin Gate on 11th November.

The Mayor also highlighted the following Remembrance events in Kendal:-

Friday 11th November – Remembrance Day
 Sunday 13th November – Remembrance Sunday

The Mayor reported that Councillor C Hogg had been put forward for the Local Government Information Unit (LGIU) Councillor Achievement Awards. He congratulated Councillor C Hogg on being selected as one of 5 finalists from around the country.

It was also noted that Julie Tait from the Lakes International Comic Art Festival had presented KTC with an award for its involvement and support. The Mayor passed the Award around the room for Members to see.

Finally, it was confirmed that the latest edition of the KTC Newsletter had been issued. A braille version is available in the KTC office, Kendal library and at Sight Advice. The Mayor said that it was important to publicise the availability of the braille version and asked Councillors to make this known.

588/16/17

MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 19th September 2016 were presented by Councillor Clare who proposed that they be approved as a correct record. This was seconded by Councillor Brook and carried unanimously.

The minutes of the Management Committee meeting held on 17th October 2016 were presented by Councillor Clare who proposed that they be approved as a correct record. This was seconded by Councillor Emmott and carried with 1 Member against and 1 abstention.

Councillor Cook referred to Minute 480/16/17 in the minutes of the Management Committee meeting held on 17th October 2016. He raised a query regarding the contribution requested from KTC towards a reception dinner for a delegation of Chinese visitors at the Mountain Film Festival. The Town Clerk advised that there had been a development since the meeting and confirmed that the Local Enterprise Partnership would now be fully funding the reception dinner. KTC were no longer being asked to contribute. It was noted that the minutes were correct at the time of the meeting, however the recommendation under Minute 480/16/17 no longer applied.

RESOLVED That the minutes of the Management Committee meetings held on 19th September 2016 and 17th October 2016 be approved as a correct record of the meeting.

589/16/17 ALLOTMENTS COMMITTEE

The minutes of the Allotments Committee meeting held on 26th September 2016 were presented by Councillor Veevers who proposed that they be approved as a correct record. This was seconded by Councillor J Robinson and carried unanimously.

RESOLVED That the minutes of the Allotments Committee meeting held on 26th September 2016 be approved as a correct record of the meeting.

Councillor Veevers then presented the following recommendations of the Committee:

590/16/17 Allotments Rent Review (Minute 410/16/17)
That Committee recommended that full Council consider approving a 1p per square metre increase on allotment rents.

Councillor Veevers explained that the rise in allotment rents equated to an increase of 2.9% and proposed that Members approved the rise.

Councillor Cook declared an interest in this item as his partner was an allotment holder to which he made a financial contribution.

Councillor Walker asked whether the rise was due to increasing maintenance costs related to the upkeep of allotment sites. Councillor Veevers confirmed that this was the case. He observed that costs such as water continued to rise and the Town Handyperson was carrying out overdue maintenance work.

The proposal was seconded by Councillor J Robinson and carried with 1 abstention.

RESOLVED That Council approve a 1p per square metre increase in allotment rents for 2017.

591/16/17 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 3rd October and 17th October 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 3rd October and 17th October 2016 be received.

592/16/17 ENVIRONMENT & HIGHWAYS COMMITTEE

The minutes of the Environment & Highways Committee meeting held on 10th October 2016 were presented by Councillor Clare who proposed that they be approved as a correct record. This was seconded by Councillor J Robinson and carried unanimously.

Councillor C Hogg referred to Minute 451/16/17. He remarked that he was pleased to see the replacement of the Shakespeare Oak and expressed his thanks to Horticare for donating a sapling.

Councillor Brook referred to Minute 455/16/17 regarding the repair of Kendal's benches. He echoed the complaints that had been made and stated that repairs were required. He also referred to the second paragraph of that Minute and asked the Town Clerk whether she had received a response from Karen Johnson of CCC regarding responsibility for the maintenance of KTC lights and CCC benches being swapped. The Town Clerk advised that she had not received a response but would follow this up with Karen Johnson.

The Chair asked Councillor Clare whether he was aware that fencing had been erected around planting at Abbot Hall. Councillor Clare replied that it had not been reported to the Environment & Highways Committee, however this had previously been agreed to as a means of protecting plants whilst they established themselves. He advised that it would not be a permanent feature, although could remain for possibly eighteen months.

RESOLVED That the minutes of the Environment & Highways Committee meeting held on 10th October 2016 be approved as a correct record of the meeting.

593/16/17 OUTSIDE BODIES – REPORTS FROM COUNCILLORS**Representative to Kendal Dementia Action Alliance**

Councillor Clare informed Members that he would be standing down as Chair of Kendal Dementia Action Alliance. The current Vice Chair would be resuming the position and Councillor Clare would be acting as Vice Chair. Councillor Clare said that the group felt some fresh impetus would be worthwhile and welcomed any Councillor who wished to join them. Councillor Sutton indicated his interest in doing so.

594/16/17 FRIENDSHIP CHARTER AGREEMENT WITH NANSHAN, CHINA

The Town Clerk presented a draft Friendship Charter Agreement with Nanshan, China and requested Council to consider the wording.

Councillor Severn noted that the agreement was with Nanshan Council of Shenzhen. He stated that he was uncomfortable with this due to their repressive regime and opposed the proposed Friendship Charter Agreement.

A lengthy discussion then ensued during which differing opinions were expressed amongst Members.

Councillor Clare asked for clarification of the parties to the agreement and the deadline for signing. The Town Clerk confirmed that the Agreement would be between KTC, LDNPA and SLDC and Nanshan Council. She advised that LDNPA and SLDC had indicated their willingness to sign the agreement. The date put forward for signing the Agreement was 21st November. Following a query, Councillor Archibald informed Members that the next SLDC Council meeting would not be until December therefore it would be a matter of delegated powers.

Councillor Emmott expressed her opinion that there was no reason why the Friendship Agreement should not be signed. She stressed that it was important for the young people of this country to talk to young people of other countries and remarked that KTC should not be putting up barriers. Councillor Tirvengadam was in agreement with Councillor Emmott and considered that the Friendship Agreement would promote equality.

Councillor Cook pointed out that the word 'principle' in the first paragraph was spelt incorrectly.

Councillor Clare referred to the third paragraph which would name officials from the Nanshan District Government. He considered this inappropriate and said he would like to see this omitted.

Councillor Feeney-Johnson was disappointed that some Members did not recognise the potential benefits and opportunities that signing the Agreement could bring to Kendal. She observed that it presented an opportunity as a community to become friends with a very different culture. She commented that, as global citizens, it was important to work together.

Councillor Archibald remarked that some time ago KTC agreed that the Mayor of Kendal at that time (Councillor C Hogg) should visit China. He felt that to not sign the Agreement would be seen as strange and could have serious repercussions for Kendal Mountain Film Festival.

Councillor Brook asked whether the Local Enterprise Partnership would be interested in being a party to the Agreement as they were now fully funding the reception dinner for the Chinese visitors to the Mountain Film

Festival. He also asked whether Nanshan Council had been consulted about the naming of officials and how KTC could be assured that they would take on their responsibilities as outlined in the Agreement. The Town Clerk replied that the request for an Agreement originally came from Nanshan Council. She agreed to put the questions forward to Lawrence Conway, Chief Executive of SLDC, who was leading on the matter.

Councillor Cook proposed that Council approve the Agreement in principle, however before signing the document the Mayor, Deputy Mayor, Councillor Clare (as Chair of the Management Committee) and the Town Clerk meet to consider the Agreement further and address the various matters that had been raised. This was seconded by Councillor Clare and carried with 2 Members against and 1 abstention.

RESOLVED

That Council approve the draft Friendship Charter Agreement with Nanshan, China in principle. The Mayor, Deputy Mayor, Councillor Clare (as Chair of the Management Committee) and the Town Clerk to meet to consider the Agreement further and address the various matters that had been raised prior to the document being signed.

595/16/17**KENDAL FLOOD INVESTIGATION REPORT – RESPONSE FROM AGENCIES TO KTC**

The Town Clerk presented papers circulated prior to the meeting in respect of the Kendal flood letter of response from the Agencies involved. Initial comments had been prepared by Councillor A Robinson and considered by the Management Committee at their meeting on 17th October. It had been resolved to defer the matter to the next meeting in order to allow time to consider a response further. Councillors were requested to send any comments to the Town Clerk prior to this meeting.

Councillor Clare expressed thanks to Councillor A Robinson for his work on this item.

596/16/17**MOTION TO SUPPORT LOCAL PHARMACIES FACING CLOSURE**

The Mayor presented a report regarding the Department of Health's proposed cuts to local pharmacy services. Whilst the cuts would not directly apply to Kendal, the Mayor pointed out the closure of rural pharmacies would put additional pressure on Westmorland General Hospital and local services.

Councillor Archibald suggested that the motion read as follows:

“Kendal Town Council is greatly concerned about Government imposed threats to pharmacies as a result of cuts in the budget of £170m nationally to take effect from October 2016. This is a 6% cut in cash terms but could effectively mean a cut of 12% during the financial year which could potentially close up to a quarter of pharmacies with an increased focus on warehousing dispensary and online services. Service cuts in pharmacies put more residents at risk as well as putting pressure

on GPs and on hospital services and therefore increasing NHS costs. A fully funded community pharmacy service is cost effective and is in the interest of patients and carers”.

Councillor Brook suggested the following additional wording:

“Kendal Town Council agrees to write to the Secretary of State for Health, NHS England and Cumbria Clinical Commissioning Group detailing our concerns and demanding an immediate reversal of these proposals.”

The motion was carried with 1 abstention.

RESOLVED That Council approve the motion to support local pharmacies facing closure.

597/16/17 KIB COMMITTEE RECOMMENDATION ON FLOOD MONIES TO POTS OF JOY PROJECT (Ref Minute 321/16/17)

At its October meeting Council had been asked by the Kendal in Bloom Committee to consider assigning £500 from the Flood Reserve to the Pots of Joy project. It had been resolved to defer a decision until the next meeting to allow for further clarification to be sought as to the payee.

The Town Clerk confirmed that the money would be paid to the Sandylands Residents’ Association who helped co-ordinate and distribute the pots along with Sandylands Methodist Church.

Councillor Walker proposed that following clarification having been received, Council agree to assign the monies. This was seconded by Councillor Emmott and carried with 2 abstentions.

Councillors Clare, C Hogg and S Evans declared an other registrable interest in this item as members of the Sandylands Residents’ Association.

RESOLVED That Council agreed to assign £500 from the Flood Reserve to the Pots of Joy project.

FINANCIAL MATTERS

598/16/17 (a) Bank Payments Schedule: September 2016

The Town Treasurer presented the Bank Payments Schedule for September 2016 for Members’ consideration.

It was also noted that since the agenda was issued two invoices over £3,000 had been received as follows:

- Horton Landscaping – contract for planting – £3,459.16 plus £691.83 VAT, totalling £4,150.99 inc VAT
- SLDC – work at Abbot Hall park - £5,000 (no VAT).

Members voted, with 4 abstentions, that payment of the invoices be approved.

- RESOLVED**
1. That the Bank Payments Schedule for September 2016 be approved.
 2. That payment of the invoices over £3,000 be approved.

599/16/17 (b) Petty Cash Payments: July to September 2016

The Treasurer presented the Petty Cash Payments for July to September 2016.

- RESOLVED** That the Petty Cash Payments for July to September 2016 be approved.

600/16/17 (c) Temporary Investment of Surplus Funds

The Treasurer advised that, due to the receipt of the second half year's precept and underspendings in Committee budgets, the Council had funds which were surplus to its immediate spending requirements. He requested approval to invest £75,000 in the Council's higher interest-earning account at the Cumberland Building Society for a period of 3 months. The interest rate would be 1.65% which would earn approximately £300 interest on the sum invested. The Treasurer advised that the Audit, Grants & Charities Committee had been supportive of the transfer at their meeting on 31st October 2016.

Councillor Veevers proposed that the Treasurer transfer the monies. This was seconded by Councillor C Hogg and carried unanimously.

Councillor C Hogg queried whether the Treasurer had considered the possibility of pooling monies with CALC in order to achieve a better return on the investment. The Treasurer replied that this would involve significant legal work and doubted that a better interest rate would be achieved.

- RESOLVED** That the Treasurer invest £75,000 in the Council's higher interest-earning account at the Cumberland Building Society for a period of 3 months.

601/16/17 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Clare and seconded by Councillor Emmott 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*]
- Information relating to the financial or business affairs of any particular person (including the authority holding that information) [*Paragraph 3*]

STAFFING MATTERS [Paragraph 1]

602/16/17 Staff Annual Appraisals (Ref Oct Management Committee Meeting Minute 493/16/17)

The Town Clerk asked Council to note satisfactory annual appraisals for the Project Manager and Assistant to the Town Clerk and to approve the following pay awards as per the terms and conditions of employment:

- Project Manager – increase 1 spinal point
- Assistant to the Town Clerk – increase 1 spinal point.

Councillor Cook proposed that the pay awards be approved. This was seconded by Councillor Bramham and carried unanimously.

RESOLVED That the Project Manager and Assistant to the Town Clerk be awarded a pay increase of one spinal point on their respective pay scale.

603/16/17 Town Handyperson (Ref Oct Management Committee Meeting Minute 494/16/17)

The Town Clerk informed Council that the Town Handyperson was at the top of his pay scale. The Management Committee had previously agreed that there would be possibilities to progress further if additional responsibilities were taken on. A new job description had been drawn up to take into account the extra responsibilities agreed and the Management Committee had recommended that a further salary increase of one spinal point be awarded.

Councillor J Robinson proposed that the salary increase of one spinal point be approved. This was seconded by Councillor Walker and carried unanimously.

RESOLVED That a further salary increase of one spinal point be awarded to the Town Handyperson.

604/16/17 FINANCIAL OR BUSINESS AFFAIRS [Paragraph 3]

Approval of Human Resources & Health and Safety Contractor following tender exercise.

The Treasurer informed Members that 6 organisations had been invited to tender for the provision of a human resources and health and safety support service to KTC from 1 December 2016. Tenders had been returned from 3 contractors, Croner, ELAS and Moorepay (the current contractor). References had been obtained, with the exception of the

current supplier. There was a substantial difference in fees, with the current contractor being the most favourable.

The Treasurer advised that the lowest tender from Moorepay met the Council's requirements and Officers had been satisfied with the firm's service. The company was offering a three year fixed sum contract, with an option to renew for a further three years, subject to a price review at that time.

At their meeting on 31st October 2016, the Audit, Grants & Charities Committee had recommended that Moorepay be awarded the tender.

Councillor Veevers proposed that the contract be awarded to Moorepay. This was seconded by Councillor Clare and carried unanimously.

RESOLVED That Council accepts the tender from Moorepay for the Council's human resources and health and safety support service for a three year period beginning 1 December 2016, with an option to renew for a further three years at a rate to be agreed at renewal.

605/16/17 READMISSION OF PRESS & PUBLIC

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

The meeting ended at 10.25 p.m.

Signature

Date