

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 6th November 2017 at 7.30 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

- PRESENT** The Mayor (Councillor A Blackman) in the Chair;
Councillors A Robinson, G Vincent, G Cook, P Bramham, J Brook, C Feeney-Johnson, J Veevers, G Archibald, S Coleman, S Emmott, D Evans, S Evans, G Tirvengadam, L Oldham, C Hogg, R Hogg, J Robinson and J Owen.
- APOLOGIES** Councillors Clare, Finch, Bracey, Hardy, Sutton and Teasdale
- OFFICERS** Liz Richardson (Town Clerk), Jack Jones (Town Treasurer) and Hazel Belshaw (Temporary Council Secretary)
- 601/17/18 PUBLIC PARTICIPATION**
None
- 602/17/18 DECLARATIONS OF INTEREST**
None
- 603/17/18 MINUTES OF COUNCIL MEETING HELD ON 2ND OCTOBER**

Members considered the minutes of the meeting of full Council held on 2nd October.
- 604/17/18** The Treasurer would like to make an amendment to minute 436/17/18:
Request AGC Committee to consider *taking the budget priorities into account in the allocation of its Grants budget* and report any recommendations to Council.

Councillor Coleman proposed that the minutes be approved as a correct record and signed by the Chair with the above amendment. This was seconded by Councillor Archibald and carried with two abstentions.
- RESOLVED** That the minutes of the Council meeting held on 2nd October be approved as a correct record and signed by the Chairman with the above amendment.
- 605/17/18 QUARTERLY POLICE REPORT FROM CUMBRIA CONSTABULARY – SUZANNE SCOTT-O’NEILL**
Sergeant Suzanne Scott-O’Neill presented the quarterly police report which had been previously circulated.

She added that Operation Aztec would be taking place from 13th – 26th November for people to surrender their weapons. She also advised that they were opening a local agency hub at the station that can be used by various agencies including health, social services, probation service, housing, school and safeguarding groups.

Councillor Feeney-Johnson advised that she had been contacted a few times regarding anti-social behaviour at Kendal Town Football Club and asked if the problem was getting any better. Suzanne advised that the

problems at the football club were periodic with the same group of individuals although they do not have the resources to chase them each time. They are working with the club on the matter.

Councillor Feeney-Johnson also asked how the blue lights careers convention had gone and that the social media presence from the police was welcomed. Suzanne advised the convention was successful and that they had also run *Safe and Neighbourly* evenings which gives advice on how to discourage groups hanging around their businesses.

Councillor Veevers highlighted that the capture of Edward Kinsella was down to a member of the public. Suzanne advised that there had been an ongoing operation for some time and that the Ring O' Bells had assisted with CCTV footage.

Councillor Tirvengadam asked if there was a way to easily display a snapshot of the crime figures on the website. Suzanne advised that after a long review it had been decided to display the crime figures in the current format. Councillor Tirvengadam also mentioned that Kendal had dropped in the safest place to live figures and asked if there was any particular reason for this. Suzanne was unable to comment.

Councillor Bramham asked if the weapons amnesty included blades too and would the blades be examined for their heritage value before being destroyed. Suzanne advised that it included any offensive weapon but could not comment on examining weapons for their value before disposal.

Councillor D Evans asked if the crime figures could show previous years so trend comparisons could be made. Councillor Coleman advised that there is a lot of data on the website but maybe a lesson on how to view the figures may be useful.

606/17/18

MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor presented his engagements that had been previously circulated.

He highlighted the following:

He advised Members that he had spent the weekend in Rinteln for the funeral for Mike Middleton, who had been an ambassador for the promotion of twinning links between Kendal and Rinteln. They had appreciated the attendance of Kendal Town Council.

At the Britain in Bloom Ceremony Kendal had been awarded silver gilt. He thanked all the Officers involved especially Janine Holt.

A 2018 calendar has been produced to support KiB, using local photographer David Jackson, called Kendal Townscapes. It is available to buy for £5.

The Christmas Lights switch on will take place on Sunday 19th November.

The Mayor's coffee morning will be in the Town Hall on Saturday 16th December. He advised Members that he was looking for volunteers to

help with the event and donations of raffle prizes.

He also commented that both the Comic Arts Festival and the Wool Gathering had been excellent events.

Councillor Feeney-Johnson reminded Members that the South Lakes Carers Gala Dinner will take place at the Castle Green on Friday 24th November.

607/17/18 OUTSIDE BODIES – 2017 KENDAL MOUNTAIN FILM FESTIVAL – COUNCILLOR SUTTON

The Mayor presented the paper from Councillor Sutton regarding the 2017 Kendal Mountain Film Festival which was noted by Members.

RESOLVED That the report from Councillor Sutton on the 2017 Kendal Mountain Film Festival was noted.

608/17/18 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 16th October were presented by Councillor Brook 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 Management Committee meeting held on 16th October be approved as a correct record of the meeting.

Councillor Brook then presented the following recommendations of the Committee:

609/17/18 2018/19 Budget Proposals Report (Ref Minute 507/17/18)

1. In respect of existing schemes, that the £10,000 allocated to the 20mph speed limit be removed and other changes identified are made.

Councillor Brook advised that since the meeting he was made aware that they were awaiting the results from the Kendal Infrastructure Study therefore the money will be retained for 2019/20.

2. If there are monies available then they should be allocated to the River Corridor Improvement Project.
3. Approve the estimated overspend of £960 to all six-page 2018 Spring edition newsletter using the Supplies and Services budget with the final decision on the number of pages being made by the Project Manager
4. Propose a growth bid of approximately £1,450 to fund three six-page issues of the 2018/19 newsletters
5. A budget bid for £2,000 for Data Protection Legislation

RESOLVED Members noted the recommendations for Full Budget Council on Monday 27th November.

610/17/18 Guidance on Grant Giving to Schools (Ref Minute 508/17/18)

That each application from educational establishments be considered on its own merits, with a measured approach to their accounts.

It was proposed by Councillor Brook and this was seconded by Councillor A Robinson and carried with one abstention.

RESOLVED That each application from educational establishments be considered on its own merits, with a measured approach to their accounts.

611/17/18 **Green Wall** (Ref Minute 504/17/18)
Councillor Archibald asked for more information on the refusal from Network Rail for the green wall. The Town Clerk confirmed that since the meeting Network Rail have agreed to meet with KTC and a green wall expert.

612/17/18 **ALLOTMENTS COMMITTEE**
The minutes of the Allotments Committee meeting held on 25th September were presented by Councillor Veevers who proposed that they be approved as a correct record. This was seconded by Councillor Coleman and carried unanimously.

613/17/18 The Town Clerk advised of one amendment to the minutes. It was minuted that Councillor Sutton had given apologies - this should read Councillor Bracey.

RESOLVED That the minutes of the Allotments Committee meeting held on 25th September be approved with the above amendment as a correct record of the meeting.

Councillor Veevers then presented the following recommendations of the Committee:

XXX/17/18 **Allotments Rent Review** (Ref Minute 407/17/18)
That the Committee recommend a 1p increase per square metre for allotment sites.

It was proposed by Councillor Veevers and this was seconded by Councillor Archibald and carried unanimously.

RESOLVED That there be a 1p increase per square metre for allotment sites in 2018.

614/17/18 **2018/19 Budget Proposals Report** (Ref Minute 408/17/18)
The Committee recommend a Development Fund bid of £10,000 to pay for boundary fence improvements on allotment sites.

RESOLVED Members noted the recommendation for Full Budget Council on Monday 27th November.

615/17/18 Councillor Cook highlighted that it mentioned in the minutes that various tasks could be carried out when the new Town Handyperson is appointed. The Town Clerk confirmed that applications had been received for the post and interviews were taking place next week. In the meantime contractors were being used to carry out work.

616/17/18 Councillor Archibald thanked Janine Holt and Councillor Veevers for all their work on allotments during the staff shortages.

617/17/18 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 2nd & 16th October were presented by Councillor J Robinson who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meetings held on 2nd & 16th October be received.

618/17/18 Councillor Coleman asked a general question on whether the Committee reviewed their recommendations made to SLDC against the final outcome. Councillor J Robinson advised that this has been discussed as a project. Councillor Coleman then asked if a link to the application could appear on the agenda. Councillor J Robinson will discuss with the Council Secretary.

619/17/18 KENDAL IN BLOOM COMMITTEE

The minutes of the Kendal in Bloom Committee meeting held on 9th October were presented by Councillor Oldham who proposed that they be approved as a correct record. This was seconded by Councillor Blackman and carried unanimously.

RESOLVED That the minutes of the Kendal in Bloom Committee meeting held on 9th October be approved as a correct record of the meeting.

Councillor Oldham then presented the following recommendations of the Committee:

620/17/18 2018/19 Budget Proposals Report (Ref Minute 448/17/18)
The Committee recommend a Development Fund bid of £2,500 for 100 hanging baskets for the town.

RESOLVED Members noted the recommendation for Full Budget Council on Monday 27th November.

621/17/18 SLDC Proposed Planter

That the Committee approve the maintenance of the new tub planter in town.

It was proposed by Councillor Oldham and seconded by Councillor Coleman and carried unanimously.

RESOLVED That the maintenance of the new tub planter in town be approved.

622/17/18 Kendal Calendar (ref minute 456/17/18)

Councillor Feeney-Johnson highlighted that there is a short time span to sell the Kendal Townscapes calendar. David Jackson, the local photographer that has produced all the images for the calendar, has twice been in the Countryfile calendar. Members discussed ideas for promoting the calendar including a press release, mention at the switch on event and asking Lakeland Radio to help.

623/17/18 Lakes Line User Group (Ref Minute 452/17/18)

That the Committee approve a grant for £200 for the Lakes Line User Group to improve planting at Kendal Station.

It was proposed by Councillor Oldham to approve the grant. This was seconded by Councillor Owen and carried unanimously.

RESOLVED That the grant of £200 for the Lakes Line User Group be approved.

624/17/18

ENVIRONMENT & HIGHWAYS COMMITTEE

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

RESOLVED That the minutes of the Environment & Highways Committee meeting held on 9th October be approved as a correct record of the meeting.

Councillor Owen then presented the following recommendations of the Committee:

625/17/18

Proposal for maintenance of new bus shelters on Blackhall Road

That KTC maintain the proposed new bus shelters on Blackhall Road and that KTC be involved in their design.

Councillor C Hogg declared an interest at this stage.

Councillor Vincent highlighted that Kendal and District Bus Users Group have made a big effort and made a bid of £12,000 and a further £3,000 for sustainable lighting in the shelters.

It was proposed by Councillor Owen and seconded by Councillor Emmott and carried unanimously.

RESOLVED That KTC will maintain the new bus shelters at Blackhall Road and be involved in their design.

626/17/18

2018/19 Budget Proposals Report (Ref Minute 478/17/18)

That the Committee recommend Development Fund bids of:

1. £5,000 for Abbot Hall play area improvement project
2. £5,000 for Kendal Parks play area
3. £1,000 for the Blackhall Road Bus Shelters
4. £10,000 for the Strategic Transport Infrastructure Study
5. £15,000 allocation for the Project Manager Action Plan projects.

RESOLVED Members noted the recommendations for Full Budget Council on Monday 27th November.

627/17/18

Nobles Rest (ref minute 479/17/18)

Councillor Archibald asked if the Committee were supportive of the project as it is not clear from the minutes. The Town Clerk confirmed the Committee were supportive.

Councillor Coleman asked why the work had still not started. Councillor J Robinson advised the tree work has been started which will be followed by the drainage work at which point the park will be closed.

Councillor Coleman felt it would be good to know the timetable for the work. The Town Clerk will pass this on to SLDC.

628/17/18 CHRISTMAS LIGHTS AND FESTIVALS COMMITTEE

The minutes of the Christmas Lights and Festivals Committee meeting held on 17th October were presented by Councillor Feeney-Johnson who proposed that they be approved as a correct record. This was seconded by Councillor C Hogg and carried unanimously.

RESOLVED That the minutes of the Christmas Lights and Festivals Committee meeting held on 17th October be approved as a correct record of the meeting.

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

629/17/18 2018/19 Budget Proposals (Ref Minute 526/17/18)

That the festivals budget be increased by £2,000. The remaining budget lines to stay the same

RESOLVED Members noted the recommendation for Full Budget Council on Monday 27th November.

630/17/18 Grant Applications

To approve the following 13 applications which were all proposed by Councillor Feeney-Johnson.

631/17/18 Torchlight (ref minute 532/17/18)

To consider a grant of £5,000.

There was a discussion by Members as to whether KTC had been recognised by Torchlight for their support. It was advised that the matter had been clarified and KTC are recognised as a sponsor.

The proposal was seconded by Councillor Emmott and carried with one abstention.

RESOLVED That a grant of £5,000 be awarded.

632/17/18 Lakes International Comic Arts Festival (ref minute 533/17/18)

To consider a grant of £5,000.

The proposal was seconded by Councillor Emmott and carried unanimously.

RESOLVED That a grant of £5,000 be awarded.

633/17/18 Kendal Mountain Film Festival (ref minute 534/17/18)

To consider a grant of £5,000 pending the application.

The proposal was seconded by Councillor Vincent and carried unanimously.

RESOLVED That a grant of £5,000 be awarded on receipt of an application.

634/17/18 **Mary Wakefield Festival** (ref minute 535/17/18)
To consider a grant of £500.

The proposal was seconded by Councillor C Hogg and carried unanimously.

RESOLVED That a grant of £500 be awarded.

635/17/18 **Kendal Windows on Art** (ref minute 536/17/18)
To consider a grant of £750.

The proposal was seconded by Councillor A Robinson and carried unanimously.

RESOLVED That a grant of £750 be awarded.

636/17/18 **Kendal RUFC Winter Festival** (ref minute 537/17/18)
To consider a grant of £3,500.

The proposal was seconded by Councillor Emmott and carried with two abstentions.

RESOLVED That a grant of £3,500 be awarded.

637/17/18 **Kendal Wool Gathering** (ref minute 538/17/18)
To consider a grant of £5,000.

The proposal was seconded by Councillor S Evans and carried with one abstention.

RESOLVED That a grant of £5,000 be awarded.

638/17/18 **Artfest** (ref minute 539/17/18)
To consider a grant of £200, pending an application.

The proposal was seconded by Councillor Emmott and carried unanimously

RESOLVED That a grant of £200 be awarded upon receipt of an application.

639/17/18 **Christmas Tree Festival** (ref minute 540/17/18)
At this stage Councillors C and R Hogg declared an interest and left the room. Councillor Vincent declared an interest. The remaining Members considered a grant of £500.

The proposal was seconded by Councillor Emmott and carried with one abstention.

RESOLVED That a grant of £500 be awarded.

Councillors C and R Hogg returned to the Meeting.

640/17/18 **Lakes Alive (LDNPA)** (ref minute 541/17/18)
To consider a grant of £5,000.

The proposal was seconded by Councillor Emmott and carried with one abstention.

RESOLVED That a grant of £5,000 be awarded.

641/17/18 **Moonfest** (ref minute 542/17/18)
To consider a grant of £4,000 pending an application.

The proposal was seconded by Councillor Emmott and carried unanimously.

RESOLVED That a grant of £4,000 be awarded upon receipt of an application.

642/17/18 **Kendal Unity Festival** (ref minute 543/17/18)
Councillor Feeney-Johnson advised Members that the application would be taken back to the Christmas Lights and Festivals Committee for discussion now she had spoken to the festival organisers. She will bring the request back to a future meeting.

RESOLVED That the grant request be discussed at the next Christmas Lights and Festivals Committee before being brought back to full Council.

643/17/18 **NEW ROAD AND THE RIVERSIDE CORRIDOR FUTURE IMPROVEMENT PLANS (REF SEPTEMBER MANAGEMENT COMMITTEE MINUTE 381/17/18) – COUNCILLOR VINCENT**

Councillor Vincent gave Members an overview of the Riverside Corridor Future Improvement Plans. He advised that the boulders are all in place on New Road and there will be planters and signs installed to make the area more attractive in the interim. The design work has been approved for the removal of the tarmac. There are various partners interested in the venture including South Cumbria Rivers Trust, Cumbria Wildlife Trust, Enterprise and Business Partnership, Friends of the Lake District and South Lakes Action on Climate Change. Helen Moriarty, KTC Project Manager has expressed an interest to be involved. KTC have three projects linked to the River Corridor within the KTC Action Plan. The next step is to look for funding partners. There is enthusiasm from Kendal BID and the possibility of a Big Lottery Fund bid. It is being seen as an opportunity to change the appeal of the town and will include parks and spaces along the river corridor.

There was some discussion by Councillors about the £286,000 being used to remove the tarmac surface and contaminated soil and replace with clean soil and probably re-seed, as mentioned in Councillor Vincent's report that had been circulated previously. The initial work to make the area safe would be £55,000.

Councillor Veevers asked why the right hand side of the Gooseholme footbridge has been blocked but not the left hand side. Councillor Vincent advised that SLDC are in discussions with the land owner and the houses at Melrose Place.

Councillor Owen advised that he is currently undertaking resident surveys and highlighted that there is now less feedback coming in from

residents on the subject of New Road. He was also pleased that the new Gooseholme footbridge will welcome cyclists and glad to hear Conservation Trusts are involved.

Councillor C Hogg suggested that at this stage the report should be noted.

RESOLVED That the report on New Road and the riverside corridor future improvement plans be noted.

FINANCIAL MATTERS

644/16/17 (a) Bank Payments Schedule: September 2017

The Town Treasurer presented the Bank Payments Schedule for September 2017.

He highlighted that the two payments for Tech 4 were due to an invoicing error and one of these was an on account payment towards future invoices.

Councillor Veevers raised the issue that the water charge for Rinkfield allotments seemed high for such a small site and asked for the Treasurer to check. The Treasurer advised that meter readings are checked regularly but this one can be checked again.

It was proposed by Councillor Archibald to approve the Bank Payments Schedule: September 2017. This was seconded by Councillor J Robinson and carried unanimously.

RESOLVED That the Bank Payments Schedule for September 2017 be approved.

645/16/17 (b) Invoices over £3,000

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

1. SLDC for Kendal Futures: £2,000 for website, £1,000 for banners and £1,000 for footfall survey; total £4,000.
2. Horton landscaping: winter planting, £3,297.16 + VAT

Councillor Veevers asked if KTC are happy with the planting this time. The Treasurer confirmed that there were some issues with the planting which would be discussed with the contractor.

It was proposed by Councillor Owen to approve the two invoices over £3,000. This was seconded by Councillor Vincent and carried with three abstentions.

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

646/17/18 Cumberland Building Society Investment

The Treasurer advised Members that Council have £180,000 invested in a 90 day notice account with the Cumberland Building Society. Due to receipt of the second precept instalment from SLDC, monies totalling

£215,000 are currently held in an account with Barclays at a lower rate of interest. Therefore he suggests withdrawing £75,000 from Barclays and reinvesting it with the Cumberland for a period of 90 days.

It was proposed by Councillor Veevers to invest £75,000 with the Cumberland Building Society and to give notice to withdraw the money 90 days later. This was seconded by Councillor D Evans and carried unanimously.

RESOLVED That £75,000 is invested with the Cumberland Building Society and 90 days' notice is given to withdraw the money.

647/16/17 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor J Robinson 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*]

648/17/18 STAFFING MATTERS [*Paragraph 1*]
Project Manager Appraisal (Ref Management Committee minute 516/17/18)

Following her annual appraisal the Project Manager be granted an increase of one spinal point on her pay scale as per the terms of her contract.

Proposed by Councillor Archibald to approve the increase of one spinal point for the Project Manager. This was seconded by Councillor S Evans and carried unanimously.

RESOLVED That the Project Manager be moved up one spinal point on the pay scale.

649/17/18 Assistant to the Town Clerk Appraisal(Ref Management Committee minute 516/17/18)

Following her annual appraisal the Assistant to the Town Clerk be granted an increase of one spinal point on her pay scale as per the terms of her contract.

Proposed by Councillor S Evans to approve the increase of one spinal point for the Assistant to the Town Clerk. This was seconded by Councillor R Hogg and carried unanimously.

RESOLVED That the Assistant to the Town Clerk be moved up one spinal point on the pay scale.

06.11.2017

Council

650/17/18 READMISSION OF PRESS & PUBLIC

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

The meeting ended at 9.40 p.m.

Signature

Date