

# KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of  
Kendal Town Council  
held on Monday, 5<sup>th</sup> February 2018 at 7.30 p.m.  
in the SLDC Council Chamber, the Town Hall, Kendal**

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

**APOLOGIES** Councillors S Emmott, D Evans, L Oldham, P Walker, A Blackman, C  
Hardy and Liz Richardson (Town Clerk)

**OFFICERS** Jack Jones (Town Treasurer) and Nicky King (Council Secretary)

**910/17/18 PUBLIC PARTICIPATION**

None.

**911/17/18 DECLARATIONS OF INTEREST**

There were no declarations of interest made at this point.

**912/17/18 MINUTES OF COUNCIL MEETING HELD ON 8<sup>TH</sup> JANUARY 2018**

Members considered the minutes of the meeting of full Council held on  
8<sup>th</sup> January 2018.

Councillor Archibald referred to minute 813/17/18 and noted that the first  
paragraph on page 7 of the minutes did not reflect his recollection of the  
discussion held. It was his understanding that the budget of £17,830  
which was to be transferred to the Development Fund would be available  
for use in the next financial year, but the projects on which the monies  
would be spent would be identified this financial year. He said that item j)  
in the resolution did not suggest this.

The Treasurer stated that the minutes agreed with his recollection of the  
meeting and he considered them to be accurate.

Councillor C Hogg proposed that the matter be added to the Agenda of  
the next meeting, when detailed proposals could be discussed and  
agreed. This was seconded by Councillor Cook and carried  
unanimously. The Treasurer suggested that minute 813/17/18 be altered  
to reflect that decision.

Councillor Brook proposed that the minutes be approved as a correct  
record (subject to the amendment discussed) and signed by the Chair.  
This was seconded by Councillor Feeney-Johnson and carried  
unanimously.

**RESOLVED** That Minute 813/17/18 j) be amended to read that Council “allocates the  
available budget resources totalling £17,830 at its March meeting”.

**RESOLVED** That, with the above amendment, the minutes of the Council meeting held on 8<sup>th</sup> January 2018 be approved as a correct record and signed by the Chairman.

**913/17/18 ORDER OF BUSINESS**

The Chair proposed that the order of business of the agenda be amended to bring forward item 5, Quarterly Police Report, and this was agreed.

**914/17/18 QUARTERLY POLICE REPORT FROM CUMBRIA CONSTABULARY**

Sergeant Suzanne Scott-O'Neill presented the quarterly police report which had been previously circulated.

Councillor Coleman said he was alarmed to see that the second highest crime figure related to violence and sexual offences. Suzanne replied that sexual offences are on the increase but some of this could be attributed to the fact that more people are coming forward to report crimes. In the case of violence, she explained that every crime is categorised differently and can fall into multiple charges which can make the figures appear higher.

Councillor Severn noted that there had been a number of drugs deaths and asked whether there was any link by particular substances or individuals. Suzanne said there was no specific drug linking the deaths, there were a number of incidences that related to use of prescription drugs, sometimes alongside alcohol abuse.

Councillor S Evans noted that she was pleased to see the Safer Communities hub up and running. Suzanne reported that this was a drop-in facility operating from the Police Station with multi-agencies. This would make a significant improvement in partner working/making referrals with other agencies. Councillor S Evans asked whether the hub had been featured in the Westmorland Gazette. Suzanne said she would feedback the question to Inspector Latham. Councillor J Robinson noted that the Kendal Emergency Planning Group were keen to be involved with the Safer Communities hub.

Councillor Feeney-Johnson referred to the new Police cadet scheme. She considered that it would be good to have police cadets in Kendal and suggested that it would be something KTC would be pleased to support.

Councillor Clare questioned the way in which crime figures were recorded as multiple charges giving the impression of higher crime rates. Suzanne replied that the method of recording is dictated by national standards and they have to comply with that.

Councillor Veevers raised the requirement for officers to travel to Barrow following the closure of Kendal Court and asked what implication this had made on Police Officers' time. Suzanne did not have this information to hand but said she would try to ascertain how many Kendal officers had been deployed to Barrow to attend court. Following a general discussion regarding the implications of the closure of the Court, Councillor C Hogg proposed that the HM Courts and Tribunals Service be invited back to

attend a future Council meeting in order that such questions might be raised. This was seconded by Councillor Severn and carried with 3 abstentions.

**RESOLVED** That HM Courts and Tribunals Service be invited back to attend a future Council meeting.

**915/17/18 CO-OPTION OF A COUNCILLOR FOR PARKS WARD**

Following the decision at January Council to co-opt a member until the 3<sup>rd</sup> May elections for Parks Ward there had been two nominations received. The nominees were Mr Graham Harrison and Mr Douglas Rathbone who each made a short presentation. Following a secret ballot by Members, Mr Douglas Rathbone was announced as the new Councillor for Parks Ward and welcomed to KTC. The Chair thanked Mr Graham Harrison for his interest.

**RESOLVED** That Council co-opt Mr Douglas Rathbone as the member of KTC for Parks Ward until the May elections.

**916/17/18 ORDER OF BUSINESS**

The Chair proposed that the order of business of the agenda be amended to bring forward item 11, Bridge Hotel – Asset of Community Value Nomination, and this was agreed.

**917/17/18 BRIDGE HOTEL – ASSET OF COMMUNITY VALUE NOMINATION**

The Treasurer asked Members to consider the nomination of the Bridge Hotel as an Asset of Community Value. He explained that the ultimate decision would be made by SLDC, but the support and views of KTC were being sought.

Councillor Brook declared an other registrable interest at this point as SLDC portfolio holder. Councillors Archibald, Vincent and Severn also declared an interest.

Councillor Cook noted that this was the first time KTC had been consulted with regard to an Asset of Community Value and asked whether there was any guidance/criteria which would assist in the decision making process. The Treasurer referred Members to the information contained in the application form and asked them to carefully consider the responses to the questions contained therein.

Councillor Feeney-Johnson explained her understanding of an Asset of Community Value which was about preserving the use of the building for what it had been used for previously. She stated that if her understanding was correct she would be happy to back the application and proposed that Council supported the nomination. This was seconded by Councillor Clare.

Councillor Bramham pointed out that the Bridge Hotel is not only a public house but also a hotel. He noted its historic importance in Kendal and commented that so many establishments of this kind had been lost in the town, therefore he was in support.

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The proposal was carried with 4 abstentions.

**RESOLVED** That Council support the nomination of the Bridge Hotel as an Asset of Community Value.

**918/17/18 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Deputy Mayor presented the engagements that had been previously circulated by the Mayor.

He reminded Members that the Mayor's Charity Dinner would be taking place on 28<sup>th</sup> February 2018.

**919/17/18 MANAGEMENT COMMITTEE**

The minutes of the Management Committee meeting held on 22<sup>nd</sup> January 2018 were presented by Councillor A Robinson who proposed that they be approved as a correct record. This was seconded by Councillor Cook and carried with 1 abstention.

**RESOLVED** That the minutes of the Management Committee meeting held on 22<sup>nd</sup> January 2018 be approved as a correct record of the meeting.

Councillor A Robinson then presented the following recommendations of the Committee and proposed approval:

**920/17/18 City of Sanctuary UK** (ref minute 873/17/18)  
*That Council agree in principle to Kendal becoming part of the City/Town of Sanctuary network.*

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

**RESOLVED** That Council agree in principle to Kendal becoming part of the City/Town of Sanctuary network.

**921/17/18 Kendal Lads & Girls Club** (ref minute 884/17/18)  
*That Council consider whether Kendal Lads & Girls Club should be added as an Outside Body.*

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

There was a discussion concerning who would act as KTC representative. Councillor Feeney-Johnson was under the impression that Councillor Owen would be acting as temporary representative until the new Council had been formed following the elections in May. Councillor A Robinson commented that there was a wider issue to consider and reminded Members that the level of commitment required by representatives to Outside Bodies had previously been a topic of discussion.

Councillor Owen suggested that the matter be carried forward to the first agenda of the new Council. In the meantime he would attend meetings as an observer and this was agreed.

**RESOLVED** That the matter of Outside Bodies and the level of commitment required by representatives be added to the first Agenda of the new Council. In the meantime Councillor Owen to attend meetings of Kendal Lads & Girls Club as an observer.

**922/17/18 PLANNING COMMITTEE**

The minutes of the Planning Committee meetings held on 8<sup>th</sup> and 22<sup>nd</sup> January 2018 were presented by Councillor J Robinson who asked Council to receive these minutes.

Councillor Coleman asked Councillor J Robinson for an update regarding an exercise to compare decisions made by KTC Planning Committee against decisions subsequently made by SLDC Planning Department. Councillor J Robinson said that the exercise was ongoing. Due to the amount of work required it would be necessary to limit the comparison to the previous 12 months.

**RESOLVED** That the minutes of the Planning Committee meetings held on 8<sup>th</sup> and 22<sup>nd</sup> January 2018 be received.

**923/17/18 CHRISTMAS LIGHTS & FESTIVALS COMMITTEE**

The minutes of the Christmas Lights & Festivals Committee meeting held on 9<sup>th</sup> January 2018 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 & Festivals Committee meeting held on 9<sup>th</sup> January 2018 be approved as a correct record of the meeting.

**924/17/18 ENVIRONMENT & HIGHWAYS COMMITTEE**

The minutes of the Environment & Highways Committee meeting held on 15<sup>th</sup> January 2018 were presented by Councillor Vincent who proposed that they be approved as a correct record. This was seconded by Councillor Owen and carried unanimously.

It was noted that the minutes were dated 15th February 2018 on the first page and that this would be corrected.

Councillor Archibald referred to Minute 844/17/18 regarding Blackhall Road bus shelters. He advised that the required monies had been raised and commended KADBUS for their work in securing this funding.

**RESOLVED** That the minutes of the Environment & Highways Committee meeting held on 15<sup>th</sup> January 2018 be approved as a correct record of the meeting (subject to the amendment agreed).

Councillor Vincent then presented the following recommendation of the Committee and proposed approval:

**925/17/18 Plastic Free Kendal (ref minute 849/17/18)**

*That a request be made to Council for an allocation from the Development Fund of £1,000 for environmentally conscious schemes.*

The proposal was seconded by Councillor Archibald and carried unanimously. The earlier discussion on the allocation of £17,830 available resources in the Development Fund (Minute 813/17/18) confirmed that these would be allocated at the March meeting of Council.

**RESOLVED** That Council consider the allocation £1,000 from the Development Fund for environmentally conscious schemes at its next meeting.

**926/17/18           AUTHORISATION OF CONTINUED ABSENCE OF CLLR CLARE**

As Councillor Clare was in attendance at the meeting the item was not discussed.

**927/17/18           ELECTION OF COUNCILLORS TO PLANNING AND AUDIT, GRANTS & CHARITIES COMMITTEES**

It was noted that due to Councillor Hurst-Jones no longer being a member of KTC there were vacancies on Planning and Audit, Grants and Charities Committees. Councillor J Robinson commented that the Planning Committee was functioning well with its current membership but added that any volunteers to join the Committee would be welcome.

Following a general discussion Councillor Cook nominated Councillor Rathbone as a Member of both Committees. Councillor Rathbone accepted the nomination. It was agreed that the Treasurer would arrange an induction pack.

**RESOLVED** That Councillor Rathbone become a Member of Planning and Audit, Grants and Charities Committees. Treasurer to arrange an induction pack.

**928/17/18           OUTSIDE BODIES – REPORTS FROM COUNCILLORS**

**Kendal Brewery Arts Centre Trust Board Meeting – Councillor Sutton**

Councillor Sutton presented notes from the Kendal Brewery Arts Centre Trust Board Meeting held on 25<sup>th</sup> January 2018. He highlighted a changeover in February of the Kendal Catering Company to CO&H and a Heritage Lottery bid which, if successful, could be used to refurbish the present entrance.

There were no comments raised.

**FINANCIAL MATTERS**

**929/17/18           (a) Budgetary Control Statement – Nine Months Ended 31<sup>st</sup> December 2017**

The Treasurer presented the Budgetary Control Statement for the nine months ended 31<sup>st</sup> December 2017, He reported an underspending of £46,604, however it was anticipated that the overall underspending will decrease in the final quarter of the year. Unspent budgets totalling £23,146 on Allotments, Christmas Lights & Festivals and Audit, Grants & Charities Committees should be spent by the year end. He observed that the balance sheet showed no areas of concern. The Audit, Grants &

Charities Committee had considered the report at its last meeting. There had been no issues raised.

Councillor C Hogg observed that CIL monies were starting to rise towards the £5,000 limit. The Treasurer explained that no further income was expected in this financial year and that these monies would remain in reserve until the £5,000 limit was reached.

Councillor Bramham proposed that the Budgetary Control Statement for nine months ended 31<sup>st</sup> December 2017 be approved. This was seconded by Councillor C Hogg and carried unanimously.

**RESOLVED** That the Budgetary Control Statement for nine months ended 31<sup>st</sup> December 2017 be approved.

**930/17/18 (b) Bank Payments Schedule: December 2017**

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

One item was highlighted; a payment on 21st December to Water Plus of £713.11 for water charges at Greenside Allotments. This had been queried with Water Plus and an engineer would be attending site to check equipment etc. The Treasurer would update Members once the engineer's report had been received.

It was proposed by Councillor J Robinson that the Bank Payments Schedule for December 2017 be approved. This was seconded by Councillor Sutton and carried unanimously.

**RESOLVED** That the Bank Payments Schedule for December 2017 be approved.

**931/17/18 (c) Petty Cash Payments: October – December 2017**

The Treasurer presented the Petty Cash Payments for October-December 2017.

It was proposed by Councillor Archibald to approve the Petty Cash Payments for October – December 2017. This was seconded by Councillor Brook and carried unanimously.

**RESOLVED** That the Petty Cash Payments for October – December 2017 be approved.

**932/17/18 (d) Invoices over £3,000**

The Treasurer reported that there was one invoice over £3,000 which required approval as follows:

Christmas Plus for the dismantling of the Christmas lights.  
£3,342.80 plus VAT, total invoice £4,011.36.

It was proposed by Councillor J Robinson to approve the payment of the invoice. This was seconded by Councillor C Hogg and carried unanimously.

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

**933/17/18 (e) Bank and Building Society Account Signatories**

The Treasurer advised that there are currently seven Councillors authorised as bank account signatories. He suggested that it would be prudent to mitigate the potential risk of several of those signatories ceasing as Councillors after May by adding a further three Councillors. Those Councillors to be Blackman, Tirvengadam and Coleman.

Councillor C Hogg proposed that Councillors Blackman, Tirvengadam and Coleman be added as bank account signatories. This was seconded by Councillor Archibald and carried with 1 abstention.

**RESOLVED** That Councillors Blackman, Tirvengadam and Coleman be added as bank account signatories

**934/17/18 (f) Cumberland Building Society Investments**

The Treasurer advised that in November 2017 Council agreed the investment of £75,000 into the Cumberland Building Society for three months. He requested approval to withdraw that amount in order to meet cash flow requirements.

It was proposed by Councillor Brook that approval to withdraw the monies be granted. Councillor Severn seconded the proposal and it was carried unanimously.

**RESOLVED** That Council approves the withdrawal of £75,000 from the Cumberland Building Society account in order to meet cash flow requirements.

**935/17/18 EXCLUSION OF PRESS AND PUBLIC**

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

At this point a member of the public requested permission to speak. Following recognition that no request to speak under Public Participation had been received, members of the public were not allowed to speak. An adjournment was proposed by Councillor Brook, seconded by Councillor Clare and carried unanimously. Afterwards the Deputy Mayor repeated his apology that Council could not accept a presentation that night without prior notification, but he extended an invitation to make such a presentation at a future meeting, including the next meeting, subject to them giving the required notice.

**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*]



**936/17/18 STAFFING MATTERS [Paragraph 1]**

**Admin Assistant** (*ref Management Committee minute 879/17/18*)

Councillor A Robinson informed Members that, in view of her poor health, the Admin Assistant had requested early retirement. She had received a quotation from the pension supplier and had confirmed acceptance of the figures presented. Councillor A Robinson proposed that Council approve the request for early retirement. This was seconded by Councillor Coleman and carried unanimously.

Councillor Severn asked that the work undertaken by the Admin Assistant be recognised prior to her retirement.

**RESOLVED** That Council approve the request for early retirement by the Admin Assistant.

**937/17/18 WAINWRIGHT ACHIEVEMENT AWARD**

The Treasurer presented the four nominations for the Wainwright Award and highlighted that it is for work done in 2017.

Councillor Bramham queried whether the Award was intended to be for voluntary work rather than paid employment. The Treasurer advised that the wording in the Deed did not make reference to voluntary work.

Members voted on ballot slips in order of preference. Diane Horner (Chair/Secretary of the Kirkbarrow Residents Association) was announced as the winner.

**RESOLVED** That Diane Horner be presented with the Wainwright Award 2017.

**938/17/18 READMISSION OF PRESS & PUBLIC**

It was proposed by Councillor Brook to move out of Part II and re-admit the press and public. This was seconded by Councillor Cook 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 9.16 p.m.

Signature .....

Date .....