

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 3rd December 2018 at 7.30 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

- PRESENT** The Deputy Mayor (Councillor A Finch) in the Chair;
Councillors G Vincent, G Cook, P Bramham, J Brook, G Archibald, S Coleman, S Evans, M. Severn, C Hogg, R Hogg, R Sutton, J Owen, D Rathbone, J Cornthwaite, R Crawford, J Dunlop, A Edwards, P Gibson, E Hennessy, H Ladhams, S Long, D Miles, M Miles and C Rowley
- APOLOGIES** Councillors Tirvengadam (Mayor), Hardy and Blackman
- OFFICERS** J Lomax (Treasurer) and H Belshaw (Temporary Council Secretary)
- 636/18/19 PUBLIC PARTICIPATION**
None
- 637/18/19 DECLARATIONS OF INTEREST**

Councillors Brook, C Hogg, Coleman, Vincent, Owen and Archibald all declared an interest in item 13 of the Agenda, Approval to Seal Allotment Land Lease from SLDC as they are all Members at SLDC.
- 638/18/19 MINUTES OF COUNCIL MEETING HELD ON 5TH NOVEMBER 2018**

Members considered the minutes of the meeting of full Council held on 5th November 2018.

Staffing Matters (Ref Minute 535/18/19)

Councillor Brook proposed an amendment to the minutes. He felt the wording was a little vague and would like the minutes to read: *Members need to be aware of the lack of staff support to carry out specific projects during this period of staff shortage.*

Councillor Brook proposed that the minutes be approved as a correct record and signed by the Chair with the above amendment. This was seconded by Councillor Hennessy and carried unanimously.
- RESOLVED** That the minutes of the Council meeting held on 5th November 2018 be approved as a correct record and signed by the Chairman.
- 639/18/19 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

Councillor Finch presented the Mayor's engagements that had been previously circulated.
- RESOLVED** Members noted the Mayor's engagements.

640/18/19

QUARTERLY POLICE REPORT BY SUZANNE SCOTT-O'NEILL

Suzanne Scott-O'Neill presented the Quarterly Police Report from Cumbria Constabulary that had been previously circulated.

Councillor Coleman commented that it was pleasing to see anti-social behaviour had been much lower recently, especially around Halloween.

Councillor Vincent was disappointed in the increase in hate crime. Suzanne explained that South Lakes hate crime has been steady over the past year with some increase in certain areas of the county. She highlighted that there was nothing specific and it was mainly derogatory comments rather than targeted.

Councillor Brook raised a general question which had been asked of him by residents in his ward - what is the law on cycling on pavements? Suzanne explained that the recommendation to the Police was not to ticket all individuals who use pavements to cycle. Highways were making a lot of the paths dual use and the promotion of cycling rather than driving is encouraged. Police can issue tickets if the cyclists are causing a nuisance on the paths. Most issues that arise are from youths and the Police are unable to issue a ticket to anyone under 16. They can however send a letter to their parents however the problem is catching them. The Police are starting a campaign to visit schools and educate children on cycling responsibly, starting with the awareness of using lights on their bike.

Councillor Evans was pleased that a camera will be installed at Morrisons. Suzanne commented that this has become possible following a Street Safe Campaign in the area where feedback from the residents can be used to highlight problems.

Councillor Edwards thanked the Police, especially Catherine Taylor, PCSO for their help in the Sandylands area.

Councillor Rowley asked for more information regarding cybercrime/fraud. Suzanne explained the presentation lasted around 45 minutes and was extremely useful. It was suggested a date be arranged via the Town Clerk.

RESOLVED

That the Town Clerk arrange a suitable date for the Cybercrime/fraud presentation to KTC Councillors.

641/18/19

PRESENTATION BY PROFESSOR NIAL HAYES: DIGITAL STRATEGIES TO ADDRESS LONELINESS AND SOCIAL ISOLATION AMONGST OLDER ADULTS IN RURAL DISTRICTS – MOBILE AGE APP

Professor Niall Hayes presented work that had been undertaken by Lancaster University on loneliness and social isolation.

He explained they had worked with SLDC, Sight Advice, Age UK South Lakeland and a group of older adults to produce an app called Mobile Age. The app enables people to access information about events that are happening in the area. The information is drawn from the Compass Hub and he is looking for support to roll it out in Kendal so residents can access it.

Councillor Archibald thanked Prof Hayes for his presentation and proposed that KTC endorse the app and that Councillor Hennessey be the liaison for KTC. This was seconded by Councillor Cook and carried unanimously.

Councillor Cook further suggested that BID and Kendal Futures be made aware and he will report to them at their next meetings.

Councillor Evans suggested speaking with CCC and Councillor C Hogg agreed and also suggested Kendal ICC and the NHS be involved. He suggested having tablets available for people to use in Tourist Information Centres and the Library.

Councillor Rowley asked if this could be cross generation. Prof Hayes advised that currently the data makes it age specific.

Councillor Sutton advised the Brewery Arts Centre are working on a digital upgrade and they are looking into rural loneliness with their outreach programmes.

There was further discussion by Members on building information using other database links, other features that can be included and the management of the data. Prof Hayes advised that this would be developed going forwards.

RESOLVED That KTC endorse the Mobile Age app and appoint Councillor Hennessey as the liaison for KTC.

642/18/19 MANAGEMENT COMMITTEE

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

RESOLVED That the minutes of the Management Committee meeting held on 19th November be approved as a correct record of the meeting.

643/18/19 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 5th & 19th November were presented by Councillor Rathbone who asked Council to receive these minutes.

At this stage, Councillors Hennessey and Ladhams declared an interest in planning application 0869, Nether Hall, Kendal.

Councillor Cook suggested an amendment to the Planning minutes from the 19th November. The date at the top incorrectly reads: 19th December.

RESOLVED That the minutes of the Planning Committee meetings held on 5th & 19th November be received and the amendment noted.

644/18/19 CHRISTMAS LIGHTS COMMITTEE

The minutes of the Christmas Lights Committee meeting held on 22nd October were presented by Councillor Evans who proposed that they be approved as a correct record. This was seconded by Councillor Edwards and carried unanimously.

Councillor Evans thanked the officers for their hard work this year, especially Janine Holt. She also advised that Christmas Plus have now been and resolved some issues and installed the outstanding lights. She highlighted that the Committee had already decided to enhance Wildman Street next year as they are really keen to work with all the businesses. Members of the public had also asked about not having the band in Abbot Hall for the switch on event. This was because they had asked for a gazebo for shelter (although it didn't rain in the end). KTC do intend to purchase one in the future as it may also be useful for other events.

Councillor Cornthwaite asked if someone was intending to meet with a representative from Wildman Street. He also thought the addition of a gazebo would be welcome. Councillor Evans advised that there will be a survey to establish what can be installed on Wildman Street, due to the height of the buildings. Once that had taken place then the businesses would be informed.

RESOLVED That the minutes of the Christmas Lights Committee meeting held on 22nd October be approved as a correct record of the meeting.

645/18/19 Festival Grant Applications 2019/20 (Ref Minute 452/18/19)

Councillor Evans presented the following recommendations of the Committee:

646/18/19 Lakes Arts (Comic Arts Festival)
To approve a grant of £7,500.

647/18/19 Mary Wakefield Festival
To approve a grant of £500.

648/18/19 Kendal Windows on Art
To approve a grant of £750.

649/18/19 Kendal Wool Gathering
To approve a grant of £2,500.

650/18/19 Christmas Tree Festival
To approve a grant of £500.

651/18/19 LDNPA (Lakes Alive)
To approve a grant of £5,000.

652/18/19 Torchlight
To approve a grant of £5,000 pending an application.

653/18/19 Kendal Mountain Film Festival
To approve a grant of £5,000 pending an application.

654/18/19 Kendal RUFC Winter Festival
To approve a grant of £1,500.

655/18/19 Artfest
To allocate a sum of money pending an application.

Councillor C Hogg asked for clarification on the allocation of 'a sum of money' to Artfest. He suggested this not be approved.

Councillor Brook suggested the Committee could come back to Council when an application had been received and an amount was known.

It was proposed by Councillor C Hogg to approve the grants with the exception of Artfest which would be considered when an application had been received and an amount known. This was seconded by Councillor Brook and carried unanimously.

RESOLVED That the above grants be approved with the exception of Artfest.

656/18/19 ENVIRONMENT & HIGHWAYS COMMITTEE

The minutes of the Environment & Highways Committee meeting held on 29th October were presented by Councillor Owen who proposed that they be approved as a correct record. This was seconded by Councillor Dunlop and carried unanimously.

657/18/19 Review of Spend Against Budget (Ref Minute 480/18/19)

Councillor Evans suggested an amendment to the minutes with reference to the purchase of wheelbarrows. She had not mentioned using them with the Sandylands group. Councillor Edwards suggested it was himself that had made the comment.

658/18/19 CCC Electrical Signage Removals (Ref Minute 474/18/19)

Councillor Brook suggested that KTC chase CCC to remove the 9 outstanding electrical signs.

RESOLVED That the minutes of the Environment & Highways Committee meeting held on 29th October be approved as a correct record of the meeting with the suggested amendment.

659/18/19 MAYORALTY & ARTS COMMITTEE

The minutes of the Mayoralty & Arts Committee meeting held on 12th November were presented by Councillor Bramham who proposed that they 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 12th November be approved as a correct record of the meeting.

660/18/19 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

Annual General Meeting of the Cumbria Association of Local Councils – Councillor Sutton

Councillor Sutton presented the report from the Annual General Meeting of the Cumbria Association of Local Councils which had been previously circulated.

Councillor Coleman thought the dementia-friendly initiative was a great idea and suggested speaking to BID.

RESOLVED That the report from the Annual General Meeting of the Cumbria Association of Local Councils be noted.

661/18/19 APPROVAL TO SEAL ALLOTMENT LAND LEASE FROM SLDC

In the absence of the Town Clerk and the documentation it was decided to defer this item until the next meeting.

RESOLVED That the approval to seal allotment land lease from SLDC be deferred.

FINANCIAL MATTERS

662/18/19 (a) Bank Payments Schedule: October 2018

The Town Treasurer presented the Bank Payments Schedule for October 2018. It was proposed by Councillor Coleman that the Bank Payments Schedule for October 2018 be approved. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED That the Bank Payments Schedule for October 2018 be approved.

663/18/19 (b) Invoices over £3,000

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

Christmas Plus Ltd: 70% of the contract value for the installation of the Christmas lights - £7,938.20 plus VAT.

It was proposed by Councillor Coleman to approve the invoice from Christmas Plus. This was seconded by Councillor Evans and carried unanimously.

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

664/18/19 (c) Authority to Withdraw Funds from Notice Account

The Town Treasurer was seeking approval to withdraw £75,000 from the Cumberland Building Society 90 day notice account in order to meet cash flow requirements. It was proposed by Councillor Coleman to approve the withdrawal of funds. This was seconded by Councillor Severn and carried unanimously.

RESOLVED That the withdrawal of £75,000 from the Cumberland Building Society 90 day notice account be approved.

665/18/19 EXCLUSION OF PRESS AND PUBLIC

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

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

Part II

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

- Information relating to any individual *[Paragraph 1]*
- Information relating to the financial or business affairs of any particular person (including the authority holding that information) *[Paragraph 3]*

666/18/19 **STAFFING MATTERS** [Paragraph 1]

667/18/19 **Project Manager**

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. It was proposed by Councillor Coleman to approve the increase of one spinal point for the Project Manager. This was seconded by Councillor Archibald and carried unanimously.

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

668/18/19 **Council Secretary**

The recruitment of a new Council Secretary take place for 60 hours/month. There was a general discussion by Members around the structure and job roles and descriptions. It was suggested a further meeting be held to discuss in more detail.

It was proposed by Councillor Coleman to recruit a new Council Secretary for a total of 60 hours for this function (not necessarily for a single person). This was seconded by Councillor Archibald and carried unanimously

RESOLVED That KTC recruit a Council Secretary and for this to be at a total of 60 hours/month for this function.

669/18/19 **Project Manager Maternity Cover**

That maternity cover for the Project Manager be sought. It was proposed by Councillor Coleman to recruit a Project Manager for maternity cover. This was seconded by Councillor Severn and carried unanimously.

RESOLVED That maternity cover for the Project Manager be sought.

670/18/19 **Deputy Town Clerk**

To consider the Town Clerk's proposal for the addition of a part-time Deputy Town Clerk. There were various views about the current staffing structure and as a result it was decided to withdraw this for further discussion at the next Management Cmttee.

RESOLVED That the addition of a part time Deputy Town Clerk be withdrawn until further discussion at Management Cmttee.

**671/18/19 FINANCIAL OR BUSINESS AFFAIRS [Paragraph 3]
TIC Grant Application Assessment**

Councillor Coleman proposed that the existing funding arrangement for Fantastic Kendal remains. This was seconded by Councillor Owen and carried with one abstention.

RESOLVED That the previously agreed funding arrangement for Fantastic Kendal remains.

672/18/19 READMISSION OF PRESS & PUBLIC

It was proposed by Councillor Coleman to move out of Part II and re-admit the press and public. This was seconded by Councillor Brook and agreed unanimously.

RESOLVED That the press and public be re-admitted for the remainder of the meeting.

The meeting ended at 9.41 p.m.

Signature

Date