

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 7th January 2019 at 7.30 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

PRESENT The Mayor (Councillor G Tirvengadam) in the Chair;
Councillors G Vincent, G Cook, P Bramham, J Brook, G Archibald, S
Coleman, S Evans, A Finch (Deputy Mayor), M Severn, A Blackman, C
Hogg, R Hogg, R Sutton, J Owen, D Rathbone, J Cornthwaite, J Dunlop,
A Edwards, P Gibson, E Hennessy, H Ladhams, S Long, D Miles, M
Miles and C Rowley

APOLOGIES Councillor C Hardy

OFFICERS L Richardson (Town Clerk), J Lomax (Treasurer) and N King (Council
Secretary)

736/18/19 PUBLIC PARTICIPATION

None.

737/18/19 DECLARATIONS OF INTEREST

None.

**738/18/19 MINUTES OF COUNCIL MEETING HELD ON 26TH NOVEMBER & 3RD
DECEMBER 2018 & SPECIAL COUNCIL MEETING HELD ON 3RD
DECEMBER 2018**

Members considered the minutes of the meeting of full Council held on 26th November 2018 (Budget Meeting). Councillor Bramham proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor Coleman and carried unanimously.

Members also considered the minutes of the meeting of full Council held on 3rd December 2018.

Councillor Blackman highlighted reference to *'The Vice Mayor'* on the first page and asked that this be amended to read *'Deputy Mayor'*.

The Town Clerk noted that Councillor Hardy was listed as being present and also under apologies. She confirmed that she was not present at the meeting and asked that the minutes be amended accordingly.

Councillor Evans referred to Minute 641/18/19 and the presentation by Prof Niall Hayes of the Mobile Age App. She had spoken to Mike Conefrey (Public Health Locality Manager for South Lakeland, CCC) following the meeting. He had contacted Prof Hayes who has arranged for a colleague to attend the next meeting of CCC Local Committee for South Lakeland on 29th January 2019 to give further information. A meeting has also been arranged with Colin Cox, Director of Public Health for Cumbria.

Councillor Archibald proposed that the minutes be approved as a correct record, subject to the amendments noted, and signed by the Chair. This was seconded by Councillor Dunlop and carried unanimously.

Members then considered the minutes of the special meeting of full Council held on 3rd December 2018. Councillor Brook proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED that the minutes of the Council meetings held on 26th November and 3rd December 2018 and minutes of special Council meeting held on 3rd December 2018 be approved as a correct record and signed by the Chairman, subject to the amendments agreed.

739/18/19 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor wished everyone a happy New Year and presented his engagements that had been previously circulated.

The Mayor's Christmas Concert in association with K Shoes Choir had raised nearly £1k for his charities.

The Mayor thanked everyone for supporting the Mayor's Coffee Morning which had raised approximately £400.

He reminded Members that the Mayor's Charity Dinner would take place on 27th February 2019.

740/18/19 APPROVAL OF FREEDOM OF INFORMATION SCHEDULE

The Town Clerk presented the Freedom of Information Schedule which had been considered by the Management Committee and circulated prior to the meeting. She advised that the content of the document was unchanged from last year and asked Members to consider the Schedule for annual approval.

Councillor Hennessy queried the ease of locating various items on the website. The Town Clerk advised that the Project Manager was currently working on improvements to the website, but the information should all be there as per the Schedule.

Councillor Finch proposed approval of the Freedom of Information Schedule. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED That the Freedom of Information Schedule be approved.

741/18/19 VACANCY FOR COUNCIL REPRESENTATIVE ON KENDAL BID (FOLLOWING RESIGNATION OF COUNCILLOR CRAWFORD)

The Town Clerk advised that there was a vacancy for a Council Representative on Kendal BID. Councillor Archibald nominated Councillor Dunlop. This was seconded by Councillor Rathbone and carried unanimously.

RESOLVED That Councillor Dunlop become Council Representative for Kendal BID

following the resignation of Councillor Crawford.

742/18/19 APPROVAL TO SEAL ALLOTMENT LAND LEASE FROM SLDC

The Town Clerk advised that there are 9 allotment sites owned by SLDC. These sites are leased from SLDC on a 7 year lease with a Peppercorn rent of £1 per year. Approval was sought to sign and seal the leases which are due for renewal.

Councillors Archibald, Brook, Coleman, Finch, Hennessy, C Hogg, R Hogg, Ladhams, Owen, Rathbone, Severn and Vincent all declared an interest at this point as they are all SLDC Members.

Councillor Rowley proposed approval to sign and seal the leases. This was seconded by Councillor Cook and carried with 12 abstentions.

RESOLVED That the Allotment Land Leases be signed and sealed.

743/18/19 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 17th December 2018 were presented by Councillor Coleman who proposed that they be approved as a correct record. This was seconded by Councillor Bramham and carried unanimously.

Councillor Hennessy referred to Minute 717/18/19 and queried whether his help was still required for the production of the newsletter during the Project Manager's absence on Maternity Leave. Councillor Coleman advised that Simon Unsworth would be picking up this item of work, however officers would still welcome Councillor Hennessy's assistance.

RESOLVED That the minutes of the Management Committee meeting held on 17th December 2018 be approved as a correct record of the meeting.

744/18/19 PLANNING COMMITTEE

The minutes of the Planning Committee meeting held on 3rd and 17th December 2018 were presented by Councillor Rathbone who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meeting held on 3rd and 17th December 2018 be received.

745/18/19 ALLOTMENTS COMMITTEE

The minutes of the Allotments Committee meeting held on 10th December 2018 were presented by Councillor Finch who proposed that they be approved as a correct record. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED That the minutes of the Allotments Committee meeting held on 10th December 2018 be approved as a correct record of the meeting.

746/18/19 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

Report of CALC Meeting, 29.11.2018

Councillor Sutton presented a paper following the CALC District Association meeting held on 29th November 2018. There had been a presentation on the work of Kendal Integrated Care Community who focus on the health and wellbeing of the community. The group are going from strength to strength and have a good website. They also produce a newsletter.

Councillor Evans noted a correction to the paper. The presentation was noted to have been given by Mike *Comfrey*, this should in fact be Mike *Conefrey*.

Brewery Arts Centre – Funding Boost

Councillor Sutton presented a paper regarding a funding boost of £500,000 from Arts Centre England which would bring the Brewery Arts Centre into the digital age. The intention is to utilise the funding for a Digital Upgrade Project which would radically improve the way the Brewery presents its screenings, performances and exhibitions. Its outreach facility should also be broadened significantly.

747/18/19

FINANCIAL MATTERS

748/18/19

(a) Proposed Budget 2019/20

The Town Treasurer presented her report on the proposed Budget 2019/20 which was based on the draft budget agreed by Council at the meeting held on 26th November 2018.

The following points from the report were highlighted:

- SLDC had calculated the 2019/20 Council Taxbase as £10,475.52, a 0.9% increase from the 2018/19 figure of £10,381.69. This was lower than last year's increase of 1.7%.
- Notification had been received from CALC regarding an increase to the annual subscription and NALC with regard to the pay scales to be implemented from 1st April 2019. These growth items had been inserted into the proposed day to day budget.
- An assumption had previously been made that the proposed budget should assume a 3% increase in precept.

Members considered the report and the recommendations contained therein. The following was agreed:

8a – approve the 2018/19 Forecast Outturn (Appendix A)

Councillor Archibald proposed approval. This was seconded by Councillor Owen and carried unanimously.

8b – consider and approve, with any amendments, the 2019/20 Proposed Budget, representing a 3% increase in the Band D Council Tax (Appendices A - C)

Members agreed to consider the recommendation with any amendments but not at this stage approve with the 3% precept increase.

8c – agree budgeted transfers to and from reserves (Appendix C)

Councillor Owen proposed approval. This was seconded by Councillor

Severn and carried unanimously.

8d – approve the Reserves Policy (Appendix D)

The Town Treasurer advised that there was no change to the Reserves Policy (Appendix D). Councillor Hennessy proposed approval. This was seconded by Councillor Evans and carried unanimously.

8f – confirm that its ongoing investment with the Cumberland Building Society is consistent with its Investment Policy and that, in view of the size of the Society’s asset base, the Council accepts the potential risk in investing the majority of its medium-term resources with that one organisation

Councillor Severn proposed approval. This was seconded by Councillor Rathbone and carried unanimously.

8g – confirm that Financial Regulation 4.6 be applied strictly in the closure of the 2018/19 Accounts so that all underspendings at year-end (apart from those already specifically identified within one of the Town Council’s earmarked Funds) will automatically be transferred to the General Fund working balance

Councillor Owen proposed approval. This was seconded by Councillor Blackman and carried unanimously.

Councillor Owen then presented an amended Appendix B which showed the proposed Action Plan budget, including the proposed growth items and reflected the review at the December Management Committee meeting. He explained that he became involved in the preparation of the Action Plan budget, having become crestfallen that many projects may not proceed. He talked about the implications of the Parish Poll on the budget and commented that KTC were in the fortunate position of not being constrained by local Government in the same way that the other tiers are. Some of the key changes to the Action Plan Budget were highlighted which included:

- The increase in staffing budget had been revised downward from £30k to £20k.
- Investment in green spaces including Fletcher Park, Nobles Rest, Hallgarth and the trim trail at the Beck Community Centre.
- The inclusion of scoping work towards Kendal becoming carbon neutral.

Councillor Owen advised that an increase of 7.9% in the Band D Council Tax would fund all projects included in the Action Plan, including carbon neutrality.

Councillor Severn supported the work of Councillor Owen and other Councillors in connection with the Action Plan Budget. He commented that the proposed increase in the grants budget has a positive impact on the work of the Audit, Grants & Charities Committee (of which he is Chair). He considered it to be a good list of ambitions to work towards.

Councillor Hennessy was also supportive, but highlighted the need to consider the approach when presenting the proposals to the public.

Councillor Brook commented that it was an ambitious budget for an ambitious Council and it recognised the level of constraints on other tiers.

He looked forward to the projects being delivered in the future.

Councillor Archibald expressed his support. He suggested that other tiers be approached and asked to consider contributing towards the carbon neutrality project. He suggested this should be viewed as an across the tiers initiative.

Councillor Bramham highlighted the need to emphasise the small increase this represents to cost per household.

Councillor Edwards highlighted Universal Credit issues and said it should be made clear to the public that Council Tax is not part of Universal Credit.

Councillor Owen proposed that Council agree to fund the Action Plan prioritised projects as presented in the revised Appendix B and consequently approve a 7.9% increase in the precept for the year 2019/20. The Town Treasurer confirmed that a 7.9% increase would equate to an increase in the Band D precept of £2.86 for the year (the total now being £39.10 per year), with the request for the total precept for the year to SLDC being £409,624. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED

That Council;

- a) approve the 2018/19 Forecast Outturn (Appendix A);
- b) consider the 2019/20 Proposed Budget, representing a 3% increase in the Band D Council Tax (Appendices A - C);
- c) agree the budgeted transfers to and from reserves (Appendix C);
- d) approve the revised Reserves Policy (Appendix D);
- e) have regard to the advice of the Town Treasurer in relation to the robustness of estimates and the adequacy of balances;
- f) confirm that its ongoing investment with the Cumberland Building Society is consistent with its Investment Policy and that, in view of the size of the Society's asset base, the Council accepts the potential risk in investing the majority of its medium-term resources with that one organisation;
- g) confirm that Financial Regulation 4.6 be applied strictly in the closure of the 2018/19 Accounts so that all underspendings at year-end (apart from those already specifically identified within one of the Town Council's earmarked Funds) will automatically be transferred to the General Fund working balance;
- h) agree the funding for the Action Plan prioritised projects as presented in the revised Appendix B.
- i) agree a 7.9% increase to the 2019/20 precept and request South Lakeland District Council to pay the sum of £409,624.00 to Kendal Town Council as its precept for the year 2019/20.

749/18/19 (b) Bank Payments Schedule: November 2018

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

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

750/18/19 (c) Invoices over £3,000

The Treasurer reported that there were 2 invoices over £3,000 which required approval as follows:

- SLDC - improvements to Abbot Hall play area - £5k
- SLDC - play area and parks grant for Kendal Parks - £3.5k

Councillors Archibald, Brook, Coleman, Finch, Hennessy, C Hogg, R Hogg, Ladhams, Owen, Rathbone, Severn and Vincent all declared an interest at this point as they are all SLDC Members.

Councillor Cook referred to the improvements to Abbot Hall play area. As far as he was aware works had not begun and asked why an invoice had been received. The Town Clerk advised that they were both Development Fund Projects and KTC are one of the contributors. All monies required to proceed with the projects had now been acquired by SLDC, therefore she assumed all contributors were now being invoiced. Councillor Cook commented that if the project is to go ahead, this should be publicised by SLDC. Councillor Archibald confirmed that an announcement would be made following a meeting of the Abbot Hall Friends Group and SLDC scheduled to take place on Friday.

Councillor Dunlop proposed payment of the 2 invoices. This was seconded by Councillor Evans and carried with 12 abstentions.

RESOLVED That payment of the 2 invoices over £3,000 be approved.

The meeting ended at 8.20 p.m.

Signature

Date