

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 4th February 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, R
Hogg, R Sutton, J Owen, D Rathbone, J Cornthwaite, J Dunlop, A
Edwards, E Hennessy, H Ladhams, D Miles, M Miles and C Rowley

APOLOGIES Councillors C Hardy, C Hogg, P Gibson and S Long. Apologies from the
Town Treasurer, J Lomax, had also been given.

OFFICERS L Richardson (Town Clerk) and N King (Council Secretary)

The Mayor opened the meeting with a minute silence in memory of Cecil
McComb who had recently passed away. Cecil was the Poppy Appeal
Lead from the Royal British Legion.

852/18/19 PUBLIC PARTICIPATION

None.

853/18/19 DECLARATIONS OF INTEREST

Councillor Edwards declared an interest in item 4 on the Agenda as he is
a member of the Sandylands Residents Association. Councillors Rowley,
M Miles and D Miles declared an interest in the same item, having
involvement with the Kendal People's Café.

854/18/19 MINUTES OF COUNCIL MEETING HELD ON 7TH JANUARY 2019

Members considered the minutes of the meeting of full Council held on
7th January 2019.

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

RESOLVED that the minutes of the Council meeting held on 7th January 2019 be
approved as a correct record and signed by the Chairman.

**855/18/19 PRESENTATION BY THE PEOPLE'S CAFÉ AND THE SANDYLANDS
RESIDENTS ASSOCIATION ON THEIR REDUCTION OF FOOD
WASTE SCHEMES – COUNCILLOR EDWARDS**

Councillor Adam Edwards introduced Gillian Cowburn (volunteer) and
Helen Pateman (Founder) from the Kendal People's Café and Leone
Edwards from Sandylands Residents Association and welcomed them to
the meeting.

Gillian Cowburn explained that the Kendal People's Café served its first
customers in March 2017. Since then it has prepared more than 5000
meals using food which would otherwise have been thrown away, turning

waste into wellbeing. It won the Cumbria Life magazine 'best food initiative' award in 2018. The Café is based at South Lakes Foyer and caters for customers who cannot afford to pay, but also for many people who can afford to pay and it is their contributions which help fund the rent for the Foyer facilities. The People's Café (now operating under the auspices of South Lakeland Action on Climate Change) collects food on a weekly basis from Booths, Parsons and Tesco. Food donations are also accepted from smaller businesses such as Hazelmere Bakery in Grange and Watson and Woollard butchers and from cafes and food businesses such as Red Door, Harry's Pantry and Comida.

An event during the 2018 school holidays organised in conjunction with Kendal Parish Church acted as a catalyst for food collections from Morrisons which have since continued. Every Wednesday in August the café provided lunches for children on free school meals, and their families. Morrisons provided fruit and veg donations which was past its sell by date. At the same time Booths increased its donations.

Since inception the Café has collected and shared food with the Sandylands Residents Association. Following the success of the increased amount of rescued food available last August, both Booths and Morrisons agreed to extra collections which are now shared directly with Kendal People's Café hubs at Sandylands and Kirkbarrow. Food is also shared with Manna House and with Kendal hostels. The Café also works with Simply Repair South Lakes, providing food for its repair cafes. There is also a burgeoning partnership with Growing Well at Low Sizergh, sharing food and expertise.

The Café is in talks to open a 'share-house' which would have fridges and freezers stocked with food which would otherwise be thrown away. This facility would be manned by volunteers.

At the request of the local NHS community nursing team, the Café is about to trial a mealshare scheme with senior citizens. If successful food will be prepared on a Saturday specifically for vulnerable elderly and delivered by volunteers.

Other initiatives include a 'meal makers' scheme, whereby individual volunteers make an extra portion on a regular basis to share with an older person in need, and a project which would share the culinary skills of the Café's cooks with young people and families, educating them that home cooked food is both cheaper and healthier than processed food.

Gillian Cowburn said the Café would not exist without the support of the army of volunteers. There are volunteers who collect food and those who enjoy cooking and serving it as well as those that look after the social media side of the Café, a vital tool in helping to spread the word. In addition, volunteer bakers donate sweet treats for the Saturday's café. Ranks have been swelled recently by local young people working towards Duke of Edinburgh awards.

Gillian Cowburn closed the presentation by noting that the Café is helping people not to waste and trying to contribute to the wellbeing of the community. She added that any help KTC can give in that direction would be greatly appreciated.

The Mayor said he had only praise for the fantastic work being done by the Kendal People's Café. Councillors Archibald and Bramham echoed this sentiment. Councillor Archibald commented that Council were concerned by rising levels of poverty and climate change issues and also thanked those Members involved with the Café for their help.

Councillor Vincent asked whether the Café had a working relationship with the food bank in Kendal. It was noted that this is something to be worked on in the future. There is a lot more work that could be done in conjunction with the food bank but time constraints make this difficult. Councillor Edwards advised that he had contacted the food bank. The big difference is that the Café's food is perishable, whereas the food bank's is not.

Councillor Brook asked what KTC could do to help. He suggested adding a link to the Kendal People's Café on the KTC website. Gillian Cowburn replied that raising awareness and spreading the word were vital and this was an area KTC could assist with.

Councillor Evans praised the work carried out by the Café and requested that the presentation be circulated to Members in full. She commented that she had not been personally aware of the full scale of the initiative. It was noted that the next Repair Café would be at 4.30pm on Thursday 7th February at Sandylands.

Councillor Vincent asked whether the Café could provide information to KTC regarding what percentage of customers who are working, against those unemployed. Gillian Cowburn commented that at inception there was a feeling such a project was not needed in Kendal, however there had proved to be very much a need. She mentioned that anybody can come into the Café, whereas people have to be referred to the food bank. She said Councillors were welcome to pop along on a Saturday to get an idea of the scale of the facility and the customers etc.

The Mayor thanked Gillian, Helen and Leone for the presentation and said the Kendal People's Café had the full support of KTC. He mentioned a forthcoming article in the KTC newsletter relating to climate change and suggested the work of the Café be included in that article.

856/18/19**MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Mayor presented his engagements that had been previously circulated.

He reminded Members that the Mayor's Charity Dinner would be held on 27th February and made a request for raffle prizes.

857/18/19**DRAFT RESPONSE TO CONSULTATION ON RELOCATION OF KENDAL'S POST OFFICE TO WHSMITHS**

The Town Clerk presented a draft response to the letter received from Post Office Limited dated 15th January 2019 regarding the proposal to move Kendal Post Office to WHSmith. Members were advised that the local public consultation runs until 27th February 2019 and there was to be a customer forum at Kendal Town Hall on Tuesday 12th February 2019.

Councillor Vincent noted that the matter had been discussed by the Management Committee at their last meeting and asked whether there had been a presentation of the scheme or further plans made available. The Town Clerk replied that the only information received was that which was included in the papers for Council.

Councillor Rowley queried the rationale for the move. Councillor Cook said he understood the proposal was part of a national scheme by Post Office Limited to downgrade certain post offices and move them into WHSmiths stores. A similar move had been done in Carlisle and Lancaster, and Kendal was a part of that scheme.

Lack of space and accessibility was highlighted as being the main emphasis by Councillor Severn. He was unclear whether the current cash machine at WHSmith might be lost which he said was of concern. He also queried whether there would be any impact on staff and was opposed to any permanent reduction in staffing and service for Kendal's main post office. He commented that it was not acceptable to push a crown service to the back of a small WHSmith store.

Councillor Evans referred to the customer forum to take place on 12th February and said if enough people attended it might make Post Office Limited pause for thought.

Councillor Cornthwaite referred to a suggestion to move the WHSmiths store into the current Post Office building where there would be more room to accommodate both.

Councillor Dunlop expressed her concern about the proposals and raised two questions (1) how did WHSmiths become the selected retail partner for the scheme and (2) what would happen should WHSmiths cease to exist?

Councillor Edwards had concerns that the fantastic service at Sandylands Post Office was not sustainable. If this was lost in the future more pressure would be put on the already over-pressured town centre Post Office. He opposed the proposal in the strongest terms.

It was proposed by Councillor Severn that the draft response letter be amended as per the discussion and submitted to the Post Office Limited. This was seconded by Councillor Coleman and carried with 1 abstention.

RESOLVED

That the Town Clerk amend the draft response letter as per the discussion and submit this to Post Office Limited.

858/18/19

MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 21st January 2019 were presented by Councillor Cook who proposed that they be approved as a correct record. This was seconded by Councillor Sutton and carried unanimously.

Councillor Hennessy referred to minute 816/18/19 and the report on the KTC Facebook page. He noted discussion regarding the potential need for some staff and Councillors to receive training. He said it had been

mentioned before that Councillors should not be involved in the setting up and running of such a page. The Town Clerk advised that the Councillors she had in mind for training were the Mayor and Deputy Mayor. The training budget had already been overspent and the project would be reconsidered in the new financial year.

The presentation on re-modelling and reconfiguration of South Lakeland House and refurbishment of the Town Hall (Minute 812/18/19) was highlighted by Councillor Rowley. He asked whether there would be a possibility of a presentation at a future Council meeting. The Town Clerk replied that it might be appropriate to request a presentation if and when the scheme was passed by SLDC Cabinet. Councillor Archibald advised the proposal would be considered by SLDC Cabinet during the current week and SLDC would be happy to present to KTC if it was a positive outcome from that meeting. He added the proposal was to enlarge facilities.

RESOLVED That the minutes of the Management Committee meeting held on 21st January 2019 be approved as a correct record of the meeting.

Councillor Cook then presented the following recommendation of the Committee:

859/18/19 **Report on Work Programme** (Minute 816/18/19)
That the £4,000 unspent funds from Environment and Highways be used to pay for the new planter trees in March and the £4,000, currently earmarked in the 2019/20 Development Fund for trees, be used to pay for wood cladding thereafter.

Councillor Cook proposed approval of the recommendation. This was seconded by Councillor Finch and carried unanimously.

860/18/19 **PLANNING COMMITTEE**

The minutes of the Planning Committee meetings held on 7th and 21st January 2019 were presented by Councillor Rathbone who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meeting held on 7th and 21st January 2019 be received.

861/18/19 **ENVIRONMENT & HIGHWAYS COMMITTEE**

The minutes of the Environment & Highways Committee meeting held on 14th January 2019 were presented by Councillor Owen who proposed that they be approved as a correct record. This was seconded by Councillor Hennessy and carried unanimously.

Councillor Evans highlighted a correction in minute 771/18/19 (Sainsbury's 106 Funding). County *Hall* should read County *Hotel*.

Councillor Owen referred to the formation of a sub-group of the Environment & Highways Committee (Minute 779/18/19). He confirmed that this group had now been established. It would be a task and finish group that would meet informally and feedback via the Environment & Highways Committee. Councillor Archibald added that the sub-group

was open to other interested Councillors and planned to co-opt Members. They would be working collaboratively together, cross party. The next meeting would be on Sunday 10th February at 6pm.

RESOLVED That the minutes of the Environment & Highways Committee meeting held on 14th January 2019 be approved as a correct record of the meeting.

862/18/19 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

- Kendal Community Emergency Planning Group AGM

Councillor Cornthwaite presented a paper following the AGM on 21st November 2018. He highlighted two points (1) office space had been secured at Kendal Police Station and (2) a number of radios had been received from Kendal Mountain Rescue.

Councillor Coleman mentioned he had contacted the group to volunteer but had received no response and asked this be raised.

- Kendal Dementia Action Alliance

Councillor Sutton presented a paper following a meeting held on 8th January 2019. He advised that the Dementia Hub would no longer be meeting at the Brewery and alternative accommodation was being sought. The initiative to train shops and business to be more dementia friendly was taking off this year.

863/18/19 FINANCIAL MATTERS

864/18/19 (a) Budgetary Control Statement: 9 Months Ended 31st December 2018

The Town Clerk presented the Budgetary Control Statement for the nine months ended 31st December 2018. She said the report was as expected and approximately on budget. Some variances were reported relating to staffing and Parish Poll costs. The Audit, Grants & Charities Committee had considered the report at its last meeting. The Chair of that Committee (Councillor Severn) added that there were some underspends but most were expected to be caught up. He requested that Committee Chairs ensure their budgets are spent up by the end of the current financial year. Staffing matters had been addressed for the new financial year.

Councillor Severn proposed that the Budgetary Control Statement for nine months ended 31st December 2018 be approved. This was seconded by Councillor Sutton and carried unanimously.

RESOLVED That The Budgetary Control Statement for nine months ended 31st December 2018 be approved

865/18/19 (b) Bank Payments Schedule: December 2018

The Town Clerk presented the Bank Payments Schedule for December 2018. It was proposed by Councillor Coleman that the Bank Payments Schedule for December 2018 be approved. This was seconded by

Councillor Cook and carried unanimously.

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

866/18/19 (c) Petty Cash Payments: October – December 2018

The Town Clerk presented the Petty Cash Payments for October-December 2018. Councillor Coleman proposed that this be approved. This was seconded by Councillor Hennessy and carried unanimously.

RESOLVED That the Petty Cash payments for October-December 2018 be approved.

867/18/19 (d) Invoices over £3,000

The Town Clerk reported that there were no invoices over £3,000 which required approval.

868/18/19 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Archibald and seconded by Councillor Finch 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*]

869/18/19 STAFFING MATTERS [Paragraph 1]

- Townscape Manager Appraisal (ref Management Committee Minute Ref 813/18/19)

Following his annual appraisal, the Townscape Manager was entitled to an increase of one spinal point on his pay scale as per the terms of his contract. It was proposed by Councillor Cook to approve the increase of one spinal point for the Townscape Manager. This was seconded by Councillor Blackman and carried unanimously.

RESOLVED That the Townscape Manager be awarded an increase of one spinal point on his pay scale.

- Administrative Assistant

The Town Clerk informed Members that the Administrative Assistant had reached the end of her 6 month probationary period. She recommended that she be made a permanent employee. Councillor Cook proposed that the Administrative Assistant be made a permanent employee following a successful probationary period. This was seconded by Councillor Finch and carried unanimously.

RESOLVED That the Administrative Assistant be made a permanent employee following a successful probationary period.

870/18/19 WAINWRIGHT ACHIEVEMENT AWARD [Paragraph 1]

The Town Clerk presented the four nominations for the Wainwright Award and highlighted that it is for work done in 2018.

Members voted on ballot slips in order of preference. The Kendal People's Café was announced as the winner.

The Town Clerk advised that she would invite the winner to the March Council meeting for a small presentation. Councillor Brook requested that the Town Clerk write a letter of thanks to the other nominees.

RESOLVED That the Kendal People's Café be presented with the Wainwright Award 2018.

871/18/19 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 Archibald and agreed unanimously.

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

The meeting ended at 8.40 p.m.

Signature

Date