

KENDAL TOWN COUNCIL

Management Committee

**Monday 18th January 2016 at 7.30 pm
in The Mayor's Parlour, Town Hall, Kendal**

PRESENT Councillors Sylvia Emmott (Chair), Austen Robinson (Vice Chair), Tom Clare, Stephen Coleman, Lynne Oldham, Jon Robinson, John Veevers, Giles Archibald and Geoff Cook

APOLOGIES Councillors Clare Feeney-Johnson and Chris Hogg

OFFICERS Liz Richardson (Town Clerk), Nicky King (Council Secretary)

Also in attendance was Dan Hudson, Development Strategy and Housing Manager, SLDC for item 6 on the Agenda (Presentation on the Kendal Masterplan).

The Chair opened the meeting with a minute's silence in memory of Councillor John McCreesh who passed away suddenly on Saturday 16th January.

787/15/16 PUBLIC PARTICIPATION

None.

788/15/16 DECLARATIONS OF INTEREST

There were no declarations of interest made at this point.

789/15/16 ORDER OF BUSINESS

Councillor Emmott suggested that the order of business of the Agenda be amended to bring forward item 6 (Presentation on the Kendal Masterplan by Dan Hudson, SLDC). This was seconded by Councillor A Robinson and agreed by all.

790/15/16 PRESENTATION ON THE KENDAL MASTERPLAN BY DAN HUDSON, DEVELOPMENT STRATEGY AND HOUSING MANAGER, SLDC

Dan Hudson, Development Strategy and Housing Manager, SLDC gave a presentation to the Committee on the Kendal Masterplan. He briefed Members on the various challenges faced by Kendal town centre. He explained the current status of the Masterplan and informed Members that consultants with appropriate knowledge and expertise were required to progress the project.

The Masterplan would set out a holistic and shared vision and encompass a study area including the town centre and Canal Head. Factors to be included were highways and transport networks as well as the setting of the town centre (River Kent, Serpentine Woods etc).

Dan Hudson reported that consultation and engagement was at a very early stage and the consultants were about to be appointed. He

stressed that the Masterplan had to be a shared vision and SLDC, CCC & KTC would be critical partners in its development.

Finalisation of the Masterplan was likely to be December 2016. Dan Hudson informed Members that SLDC wished KTC to support the Masterplan and to be involved in the development of the Masterplan with a Councillor nominated to be part of the stakeholder group.

Following the presentation, Members were invited to put forward questions.

Councillor Cook asked whether the appointed consultants would be starting with a clean sheet or taking into account previous plans. Dan Hudson replied that it would be a combination of the two.

Councillor J Robinson questioned how radical the consultants would be allowed to be. Dan Hudson explained that whilst SLDC wanted fresh thinking, the Masterplan had to work in Kendal and be deliverable.

Councillor Veevers expressed concern that there was not enough focus on employment. Dan Hudson agreed that it was important and commented that a successful economy is key to the success of a town centre. He explained that the Masterplan would consider smaller and more affordable units suitable for smaller business. The forthcoming re-visit of the Local Plan would also look at employment sites.

Councillor Oldham asked whether Kendalians would have opportunity to get involved, to which Dan Hudson advised they would.

The Chair requested clarification on what SLDC were looking for from KTC and details of timeframe. Dan Hudson replied that in the early stages of development SLDC were seeking support for the Plan and representation from KTC on the stakeholder group which would be formed.

The Chair thanked Dan Hudson for attending and he then left the meeting. A general discussion on the presentation ensued and Members debated who would best represent KTC on the stakeholder group.

Councillor A Robinson proposed that the Committee seek permission from SLDC for 2 reps on their stakeholder group, 1 from Planning and 1 other from KTC as a whole to be sought at full Council. This was seconded by Councillor Oldham and carried unanimously.

Councillor Veevers suggested that a written report should be submitted to full Council after each meeting of the stakeholder group as an Outside Body. This was agreed unanimously.

RECOMMENDATION That the Management Committee seek permission from SLDC for 2 reps on their stakeholder group for the Kendal Masterplan, 1 from Planning and 1 other from KTC as a whole to be sought at full Council.

791/15/16 MINUTES OF THE MEETING HELD ON 14th DECEMBER 2015

The Chairman presented the minutes of the meeting held on 14th December 2015.

Councillor Coleman proposed that the minutes be accepted as a correct record. This was seconded by Councillor Cook and carried unanimously.

RESOLVED That the minutes of the meeting of the Committee held on 14th December 2015 be accepted as a correct record.

MATTERS ARISING (Not on Agenda)**792/15/16 Kendal Emergency Planning** (Minute 687/15/16)

Councillor J Robinson remarked that he had circulated via the Town Clerk a request to all Councillors for comments/feedback on the Emergency Planning Group requests and documentation, as per the resolution made at the January Council meeting. He advised that no responses had been forthcoming and it was agreed that the Town Clerk would issue a reminder to all Councillors.

RESOLVED That the Town Clerk issue a reminder to all Councillors for their comments/feedback on the Emergency Planning Group requests and documentation.

793/15/16 ANY OTHER BUSINESS

The Town Clerk had the following items of AOB:

1. Outstanding Annual report contributions for Committees required asap.
2. SLDC Overview and Scrutiny Committee were calling for ideas to be considered by the Committee by Friday 5th February 2016.
3. Correspondence received from Mr Barber was distributed.

Councillor Clare requested that the Town Clerk circulated further details on the request from SLDC Overview & Scrutiny Committee to all Councillors. This was agreed.

RESOLVED That the Town Clerk circulate further details on the request from SLDC Overview & Scrutiny Committee to all Councillors.

DECEMBER 2015 FLOODING – TO INCLUDE INTERACTIONS WITH OTHER BODIES AND USE OF ADDITIONAL PRECEPT FY 2016/17 FOR PROJECTS, EVENTS AND PROMOTIONS**794/15/16 Interactions with Other Bodies**

The Town Clerk advised that a large group had been set up called 'South Lakeland Hub Community Recovery Group'. The group had asked whether KTC wished to be involved and nominate a representative to attend meetings. The Group was currently meeting once a week.

It was agreed that the Town Clerk and Councillor Oldham would share attendance at forthcoming meetings and report back to the next Management Committee meeting their thoughts on whether further attendance was worthwhile. This to be an item on the Agenda for the next Management meeting.

RESOLVED

That the Town Clerk and Councillor Oldham share attendance at forthcoming meetings of the South Lakeland Hub Community Recovery Group. They will report back to the next Management Committee meeting their thoughts on whether further attendance would be worthwhile. To be an item on the Agenda for the next meeting.

795/15/16**Use of Additional Precept FY 2016/17 for Projects, Events and Promotions**

Members discussed in detail ideas for ways in which the additional precept for the financial year 2016/17 could be used to respond to the flooding in December 2015. The Town Clerk put forward two suggestions from the Mayor for possible future events (1) Hero's of Kendal and (2) Best of Kendal Weekend.

Councillor Clare proposed that a recommendation be made to Council seeking ideas from all Councillors for use of the additional precept in response to the flooding. This was seconded by Councillor A Robinson and carried unanimously. To be added as an item on the agenda of the next Council meeting in February.

Ideas submitted following Council would be considered further at the Management Committee meeting in February.

Councillor Archibald remarked that businesses were suffering as a result of bridge repair works in Kendal following the flooding. He advised that Kendal BID were looking to get involved with some PR activity to promote Kendal businesses and had asked whether KTC would be willing to support them financially. Councillor Archibald proposed that in principle KTC support Kendal BID financially in the promotion of Kendal businesses in the current economic climate, subject to further information being received. This was seconded by Councillor Cook and agreed unanimously.

Councillor J Robinson announced that the Planning Committee had discussed the issue of flooding in detail and formulated a set of questions they wished to raise with various agencies. It was proposed to write letters to the Environment Agency, CCC and SLDC seeking answers to these questions. The Planning Committee felt that it would be useful to have a wider KTC input and Councillor J Robinson asked whether further questions could be requested from Councillors via full Council.

After a general discussion it was decided that the Town Clerk would email Councillors with the next Council agenda requesting further questions to be raised with the Environment Agency, CCC and SLDC, using the 4 questions prepared by the Planning Committee as

lead in questions. The final list of questions would then be sent to the Environment Agency, CCC and SLDC as appropriate, possibly with a request that they attend a future full Council meeting.

The issue of current road works/bridge repairs was also raised and in particular the hand written diversion signs that had been placed around the town. Members agreed that HGV's would be best avoiding the diversions and directed via J37. The Town Clerk requested that Councillor Cook look into this further.

RECOMMENDATION That there be an agenda item at February Council seeking ideas from all Councillors for use of the additional precept in response to the flooding.

RECOMMENDATION That in principle KTC support Kendal BID financially in the promotion of Kendal businesses in the current economic climate, subject to further information being received.

RECOMMENDATION That the Town Clerk email Councillors with the next Council agenda requesting further questions to be raised with the Environment Agency, CCC and SLDC.

796/15/16 REMEMBRANCE SUNDAY FORMAT

The Chair proposed that this item be deferred to the next meeting and this was agreed unanimously.

RESOLVED That the matter of Remembrance Sunday format be deferred to the next meeting of the Management Committee.

797/15/16 KENDAL DEMENTIA DIRECTORY – CLLR T CLARE

Councillor Clare referred to a note he had circulated to Members prior to the meeting with a request from Kendal Dementia Action Alliance. The Alliance had commissioned Kendal College to produce a website for The Kendal Directory, to be accessed on line at www.kendaldirectory.org.uk. The request was for KTC to be registered owners of the domain name and pay the annual fee of £100 and an initial cost of £5 for registration. Councillor A Robinson proposed that KTC pay the annual cost of £100 for the next 5 years (to be reviewed) and the initial cost of £5 for the registration. This was seconded by Councillor Oldham and carried unanimously.

RESOLVED That KTC pay the annual cost of £100 for the next 5 years (to be reviewed) and an initial cost of £5 for the registration and hosting of the domain name www.kendaldirectory.org.uk

798/15/16 REVIEW OF AOB ON AGENDA

Members discussed whether the trial of placing AOB earlier in the agenda was proving successful. Councillor Coleman felt that it was working and should continue. Councillor Cook was concerned that large items may take up a substantial amount of time and remarked that this had to be controlled by the Chair. After a general discussion on the matter it was agreed that the current format would continue,

however each item raised would be classed as either (1) urgent business (Chair would decide at which point in the agenda it would be discussed) or (2) an item for a future agenda. The agenda would reflect these two classifications.

RESOLVED

That AOB continue to be placed earlier in the agenda but that each item raised be classified as either (1) urgent business (Chair decides at which point in the agenda it will be discussed) or (2) an item for a future agenda.

799/15/16**ITEMS FOR THE NEWSLETTER**

Councillor Clare asked Members whether they still wished the results of the 20mph survey to be included in the next newsletter, given the current situation with road works/repairs to bridges in the town centre. Councillor Archibald felt strongly that KTC had a moral obligation to report back the results to the people who had given up time to complete the questionnaire. Following a general discussion Councillor Coleman proposed a compromise and suggested that a smaller piece be included with a precis of the results. Members agreed and it was decided that the article would be featured in the next newsletter but with changes to the heading, last sentence and removal of the picture.

RESOLVED

That the article on the 20mph survey be included in the next newsletter with the results of the survey. Changes to be made to the heading, last sentence and removal of the picture.

800/15/16**ACTION PLAN FOR KENDAL PROGRESS UPDATE**

The Town Clerk highlighted two items:

1. Bus Users Subgroup – the Town Clerk had circulated a summary from Councillor Archibald providing an update on the group's progress.
2. Market Place Action Plan project – the Town Clerk had received an update from Councillor Emmott and would circulate this to all Members of the Committee.

Councillor Archibald asked if those reports could be linked to the Action Plan for Kendal spreadsheet.

RESOLVED

That the Town Clerk would circulate the update on the Market Place Action Plan project from Councillor Emmott to all Members of the Committee.

801/15/16**REPORT ON PROJECT PROGRESS**

The Town Clerk presented her report on project progress for December 2015/January 2016 and this was noted by Members.

Councillor Coleman requested that the abbreviation 'Xmas' be replaced with 'Christmas'.

Councillor Cook asked if the infrastructure could be assessed for flood damage and any maintenance required mentioned in the next report. The Town Clerk replied that the Town Handyperson was already undertaking an assessment.

The Chair suggested that the Report on Project Progress and the Action Plan for Kendal Progress Update should appear earlier in the Agenda for future meetings and this was agreed.

RESOLVED

1. That the abbreviation 'Xmas' be replaced with 'Christmas'.
2. That the Report on Project Progress and the Action Plan for Kendal Progress Update appear earlier in the Agenda for future meetings.

802/15/16**EXCLUSION OF PRESS AND PUBLIC**

It was proposed by Councillor Veevers and seconded by Councillor Coleman 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 the financial or business affairs of any particular person (including the authority holding that information)
[Paragraph 3]

803/15/16**IT SUPPORT CONTRACT [Paragraph 3]**

The Town Clerk informed Members that she had obtained a quotation for a PC maintenance contract. Having compared this with the actual spend on PC maintenance over the past year she concluded that a maintenance contract was not value for money. Councillor Veevers proposed that a PC maintenance contract was not necessary. This was seconded by Councillor A Robinson and carried unanimously.

RESOLVED

That a PC maintenance contract was not necessary.

804/15/16**READMISSION OF PRESS AND PUBLIC****RESOLVED**

that the press and public be re-admitted for the remainder of the meeting (none were present).

The meeting closed at 9.56pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
790	Presentation on Kendal Masterplan	REC	That the Management Committee seek permission from SLDC for 2 reps on their stakeholder group for the Kendal Masterplan, 1 from Planning and 1 other from KTC as a whole, to be sought at full Council.
792	Kendal Emergency Planning	RES	That the Town Clerk issue a reminder to all Councillors for their comments/feedback on the Emergency Planning Group requests and documentation.
793	AOB	RES	That the Town Clerk circulate further details on the request from SLDC Overview & Scrutiny Committee to all Councillors.
794	December 2015 Flooding – Interactions with Other Bodies	RES	That the Town Clerk and Councillor Oldham share attendance at forthcoming meetings of the South Lakeland Hub Community Recovery Group. They will report back to the next Management Committee meeting their thoughts on whether further attendance would be worthwhile. To be an item on the Agenda for the next meeting.
795	December 2015 Flooding - Use of Additional Precept	REC	That there be an agenda item at February Council seeking ideas from all Councillors for use of the additional precept in response to the flooding.
		REC	That in principle KTC support Kendal BID financially in the promotion of Kendal businesses in the current economic climate, subject to further information being received.
		REC	That the Town Clerk email Councillors with the next Council agenda requesting further questions to be raised with the Environment Agency, CCC and SLDC.
796	Remembrance Sunday Format	RES	That the matter of Remembrance Sunday format be deferred to the next meeting of the Management Committee.
797	Kendal Dementia Directory	RES	That KTC pay the annual cost of £100 for the next 5 years (to be reviewed) and an initial cost of £5 for the registration and hosting of the domain name www.kendaldirectory.org.uk

798	Review of AOB on Agenda	RES	That AOB continue to be placed earlier in the agenda but that each item raised be classified as either (1) urgent business (Chair decides at which point in the agenda it will be discussed) or (2) an item for a future agenda.
799	Items for the Newsletter	RES	That the article on the 20mph survey be included in the next newsletter with the results of the survey. Changes to be made to the heading, last sentence and removal of the picture.
800	Action Plan for Kendal Progress Update	RES	That the Town Clerk would circulate the update on the Market Place Action Plan project from Councillor Emmott to all Members of the Committee.
801	Report on Project Progress	RES	<ol style="list-style-type: none"> 1. That the abbreviation 'Xmas' be replaced with 'Christmas'. 2. That the Report on Project Progress and the Action Plan for Kendal Progress Update appear earlier in the Agenda for future meetings.
803	IT Support Contract (Paragraph 3)	RES	That a PC maintenance contract was not necessary.