

# KENDAL TOWN COUNCIL

## Management Committee

**Monday 20<sup>th</sup> June 2016 at 7.30 pm  
in The Mayor's Parlour, Town Hall, Kendal**

**PRESENT** Councillors Tom Clare (Chair), Austen Robinson (Vice Chair), Andy Blackman (Deputy Mayor), Stephen Coleman (Mayor), Clare Feeney-Johnson, Lynne Oldham, Jon Robinson, John Veevers, Geoff Cook and Sylvia Emmott.

**APOLOGIES** Councillor Jonathan Brook.

**OFFICERS** Liz Richardson (Town Clerk), Rose Tideswell (Temporary Council Secretary)

Councillors D & S Evans were also present.

**114/16/17 PUBLIC PARTICIPATION**

None.

**115/16/17 DECLARATIONS OF INTEREST**

There were no declarations of interest made at this point.

**116/16/17 MINUTES OF THE MEETING HELD ON 23<sup>rd</sup> MAY 2016**

The Chairman presented the minutes of the meeting held on 23<sup>rd</sup> May 2016, which had been approved by full Council on 6<sup>th</sup> June 2016.

The minutes were accepted as a correct record and carried unanimously.

**RESOLVED** That the minutes of the meeting of the Committee held on 23<sup>rd</sup> May 2016 be accepted as a correct record.

**MATTERS ARISING** (Not on Agenda)

There were no matters arising that were not on the agenda.

**117/16/17 ANY OTHER BUSINESS**

Councillor A. Blackman advised the committee that the organ donor plaque on Waterside is constantly being defaced. Councillor S. Coleman suggested that this should be reported to the Police and anti-graffiti paint should be used.

**RESOLVED** That the Town Clerk informs the Police about the vandalism of the organ donor plaque on Waterside.

**118/16/17 ANNUAL REVIEW OF THE TERMS OF REFERENCE**

The Town Clerk presented the current Terms of Reference.

Councillor S. Emmott suggested that there were no revisions needed and proposed that the Terms of Reference be accepted without amendment. This was seconded by Councillor J. Robinson and carried unanimously.

**RESOLVED**

That the Terms of Reference are accepted without amendment.

**119/16/17****ACTION PLAN FOR KENDAL PROGRESS UPDATE**

Councillor S. Emmott informed members that there was to shortly be another meeting in regard to the Enhancement of the Market Place project. Progress was slow and there had been a lack of progress by CCC Highways and NPS (agents for SLDC). Councillor P Thornton was now involved as the CCC ward Councillor. She also reported that the Kendal website contract had been won by Cactus Creative.

The Chairman reported that Kendal Town Council is still in the process of working towards becoming a Dementia Friendly Town and he has been informed that Kendal is being used as a model for other councils.

The Chairman also reported that there had been a meeting with the new Leader of SLDC, Councillor G Archibald about the Action Plan projects that involved SLDC. The main lead in SLDC would be Councillor Sue Sanderson.

**120/16/17****REPORT ON WORK PROGRAMME**

The Town Clerk presented the Work Programme report.

Members discussed the report and Councillor G. Cook raised the issue of the impending Cumbria in Bloom and Britain in Bloom judging. With this in mind he raised the issue of the unsightly weeds in the raised tree beds behind the Bird Cage in Finkle Street. The Town Clerk agreed to ask SLDC as owners whether this area could be weeded. The Chairman suggested that Environment & Highways Committee look at a long-term solution.

Councillor J. Robinson enquired if the scaffolding around the front of the Town Hall could be improved prior to the judging. The Town Clerk informed members that the scaffolding is due to be replaced by a 4 foot high single rail this week.

**RESOLVED**

That the Town Clerk ask SLDC to weed the raised tree beds at the Bird Cage and Environment & Highways Committee look at a long-term solution.

**121/16/17****UPDATE ON STANDING ORDERS**

The Town Clerk informed members that she had finished the task of going through the National Association of Local Councils model Standing Orders and combining these with our own Standing Orders. The result was a lot of detail and decisions needed to be made on what level of detail was required.

Councillor S. Emmott proposed that an electronic copy be forwarded to members with a time scale for them to make comments in order for the Town Clerk to bring back a revised draft to the next meeting. This was seconded by Councillor L. Oldham and passed unanimously.

**RESOLVED**

That the Town Clerk send an electronic copy of the draft Standing Orders to members with a time scale for them to make comments in order for a revised draft to be presented at the next meeting.

122/16/17

**LOCAL GOVERNMENT BOUNDARY COMMISSION  
PROPOSED CHANGES TO KTC WARD BOUNDARIES**

The Town Clerk reported on the draft recommendations by the LGBC for South Lakeland ward boundaries which have impacted on KTC ward boundaries. The deadline date for comment is 18<sup>th</sup> July 2016.

There are some radical changes proposed for Kendal Town Council wards. The Town Clerk advised members that she would take comments from the meeting and draft a letter to go before July Council.

A general discussion ensued. Councillor S. Coleman expressed concerns that it was difficult to see a before and after picture and asked if a table could be compiled showing existing wards versus the proposed new wards.

Councillor C. Feeney-Johnson stated that there should be continuity and Councillor J. Veevers commented that his ward name has changed again and has done so at every election he has stood for. Councillor D. Evans suggested that the natural boundaries are the river.

Councillor S. Emmott had concerns that Stonecross Ward is to remain part of Kendal Town Council but was proposed to become part of Levens ward at District Level.

Councillor A Robinson suggested the response be at Town Council level against what LGBC had proposed. Councillor S Emmott agreed and wished to see the wards being as similar as possible to those at present.

Several members agreed that the optimum was 2 member wards. Councillor G Cook commented that the names of the ward get worse at each review and that we should request an opportunity to comment on the names of the final wards before publication.

The Chairman proposed that KTC put forward a response to achieve what is best for Kendal wards regardless of the comments of others and that points be made on continuity, the natural river boundary and regard to community identity and effective local government. This was seconded by Councillor S. Coleman and was carried unanimously.

**RESOLVED** That the Town Clerk drafts a letter for July Council on the KTC response to the LGBC recommendations.

**123/16/17**

**KENTMERE WARD, WMGH UPDATE**

The Town Clerk reported that representatives from the Cumbria Partnerships NHS Foundation Trust were attending July Council along with the Cumbria Health Scrutiny Board.

A general discussion ensued. Councillor S Coleman proposed that the Town Clerk would ask councillors to raise questions that could be put to the Trust. She could then collate the questions and discuss with himself prior to Council. This was seconded by Councillor A Robinson and carried unanimously.

**RESOLVED**

That the Town Clerk will work with Councillor S. Coleman to formulate questions to put to the Cumbria Partnerships NHS Foundation Trust with regard to the Kentmere Ward, WMGH at July Council.

**124/16/17**

**RESPONSES TO FLOODING QUESTIONS UPDATE – CLLR A ROBINSON**

Councillor A. Robinson presented an update report on the “Flooding Questions”, which had previously been circulated to members. He informed the committee that the response letter from the responsible bodies contained very little over and above that presented at the meeting held with Councillors. It was not very enlightening possibly because the Section 19 Flood Investigation report has not yet been produced. There is significant information regarding flooding in the area prior to December available and it is hoped the forthcoming Section 19 Flood report will include such information and answer questions about previous floods.

The Section 19 Flood report will be published shortly and presented at two public meetings. One is on 11<sup>th</sup> July at the Town Hall chaired by Councillor G. Cook and one on 14<sup>th</sup> July at Sandylands Methodist Church chaired by Councillor S. Evans.

The Town Clerk was asked to email Councillors the link to the published report when available and also include Kendal Town Council's original questions letter.

The Chairman suggested that the original questions and the answers from responsible bodies should be revisited once the report was published. We should then submit a response within the consultation period. Councillor S. Emmott proposed that as it was such a serious issue that there should be a late July or August meeting convened to develop a response to the report. It was noted that there was no Management meeting in August. It was agreed that there would be an agenda item on July Management Committee at which point this could be discussed as the consultation deadline date would be known.

**RESOLVED** That there be an agenda item at the July meeting on the Section 19 flood report so that the response timeline can be discussed.

**125/16/17 FLOODING DECEMBER 2015 – SPENDING IDEAS RELATING TO RESPONSE TO THE FLOODING AND SPEND TO DATE**

The Town Clerk gave members an update as to the current position regarding spending relating to response to the flooding. The total fund was £20,000 of which £4,000 has been allocated to the bloom enhancement of Shap Road and a further £1,000 allocated as a grant to Kendal BID towards a 'City Dressing Campaign', leaving a balance of £15,000.

The Town Clerk was asked to obtain clarification from the Town Treasurer as to where the £10,000 assigned from Full Council towards the Kendal Strategic Transport Infrastructure study has been allocated from.

The Town Clerk commented that Mayoralty & Arts Committee had been minded to support a mural in Woolpack Yard celebrating Kendal's historical links with wool as a 'Kendal Open for Business' project and any funding for this would come from this fund.

Councillor S. Coleman proposed supporting the idea in principle but asked for clarification on the rendering work required. Councillor J Robinson commented that any rendering would require planning consent. Councillor L Oldham seconded supporting the mural and this was carried unanimously.

Councillor L. Oldham requested that a sum of £200 be made available for room hire to assist her in her efforts to hold a social event at the IBIS club on Mintsfeet for Shap Road residents. The idea was to hold an event to bring together the residents for a chat and to find a way forwards for the community following the floods. A date in September was envisaged during the day so children could attend. This was seconded by Councillor S. Coleman and carried unanimously. Councillor S Evans commented that she may be able to contribute from her CCC allowance and the Chairman commented that funding could also be sought from the Cumbria Community Foundation.

**RESOLVED** That support in principle be given to the project for a mural in Woolpack Yard celebrating Kendal's historical links with wool as a 'Kendal Open for Business' project and that the Project Manager progress this project.

**RECOMMENDATION** That a sum of £200 be awarded from the flood fund for a social event at IBIS club for Mintsfeet residents.

**126/16/17 20 MPH PROJECT UPDATE – CLLR D. EVANS**

Councillor G. Cook declared an other registrable interest in this item.

Councillor D. Evans provided members with a progress report on the 20mph project. He advised that some progress had been made on the project with the Project Manager developing an initial draft of the tender brief which now needed review. A request for volunteers for a review group had resulted in one councillor volunteering but a couple more were needed.

A discussion took place as to how to work with CCC Highways. It was agreed that we should engage at the outset with CCC. Councillor G Cook advised members that any decision would be made by CCC Councillors – Local Committee for minor roads and Cabinet for A roads.

Councillor S Coleman requested that the brief seek the benefits for and against implementation.

The Chairman proposed that the tender documents are further developed with other interested groups and dialogue with CCC commences. This was seconded by Councillor S. Coleman and carried with 1 against and 1 abstention.

**RESOLVED**

That the 20mph tender documents are further developed with interested parties including CCC Highways.

**127/16/17**

**LOCATION OF ANY OTHER BUSINESS ON AGENDA**

A general discussion ensued as to whether to differentiate on the agenda between an urgent AOB and a non-urgent AOB.

Councillor J. Robinson suggested that urgent AOB items should have already been discussed with the chair prior to the meeting and should be discussed early in the agenda and other AOB should be taken at the end of the meeting. Councillor S. Coleman agreed that the chair of the meeting should decide if an item is urgent and to be discussed as an earlier agenda item.

Councillor S. Emmott proposed that for any urgent AOB items Councillors should contact the chair and there be an agenda item named "Urgent Items of Business (contact the Chair)" as agenda item 5 and a standard AOB item at the end of the agenda. This was seconded by Councillor A. Robinson and carried unanimously.

**RESOLVED**

That there be an agenda item named "Urgent Items of Business (contact the Chair)" as agenda item 5 and a standard AOB item at the end of the agenda.

**128/16/17**

**ITEMS FOR THE NEWSLETTER**

The Chairman advised members that the summer newsletter was about to be printed. There had been an updating of the flooding item to reflect the publishing of the responsible bodies flood report in July.

The Autumn newsletter will cover the Christmas lights switch on, the flood report response and the Cumbria in Bloom and Britain in

Bloom judging results. The Chairman requested that if members had any items that they would like in the newsletter that they forward these to him.

**RESOLVED**

That items for the Autumn newsletter are forwarded to the Chairman.

**129/16/17**

**PROPOSED MEETING DATES FOR 2017**

The members noted and agreed the dates for the Management Committee meetings for 2017

**RESOLVED**

That the meeting dates for 2017 be noted.

The meeting closed at 9.10 p.m.

**Summary of Information, Resolutions and Recommendations to Council**

| <b>Min</b> | <b>Subject</b>   | <b>Information/Resolution/Recommendation to Council</b> |  |
|------------|--|---|--|
| <b>117</b> | Any Other Business   | <b>RES</b>  | That the Town Clerk informs the Police about the vandalism of the organ donor plaque on Waterside.   |
| <b>118</b> | Annual review of the terms of reference                                      | <b>RES</b>  | That the Terms of Reference are accepted without amendment.  |
| <b>120</b> | Report on the Work Programme   | <b>RES</b>  | That the Town Clerk ask SLDC to weed the raised tree beds at the Bird Cage and Environment & Highways Committee look at a long-term solution.  |
| <b>121</b> | Update on Standing Orders  | <b>RES</b>  | That the Town Clerk send an electronic copy of the draft Standing Orders to members with a timescale for them to make comments in order for a revised draft to be presented at the next meeting.                           |
| <b>122</b> | Local Government Boundary Commission proposed changes to KTC ward boundaries | <b>RES</b>  | That the Town Clerk drafts a letter for July Council on the KTC response to the LGBC recommendations.  |
| <b>123</b> | Kentmere Ward WMGH update  | <b>RES</b>  | That the Town Clerk will work with Councillor S. Coleman to formulate questions to put to the Cumbria Partnerships NHS Foundation Trust with regard to the Kentmere Ward, WMGH at July Council.                            |
| <b>124</b> | Responses to the Flooding Questions  | <b>RES</b>  | That there be an agenda item at the July meeting on the Section 19 flood report so that the response timeline can be discussed.  |
| <b>125</b> | Flooding December 2015 – Spending Ideas Relating To Response To The Flooding | <b>RES</b>  | That support in principle be given to the project for a mural in Woolpack Yard celebrating Kendal's historical links with wool as a 'Kendal Open for Business' project and that the Project Manager progress this project. |
|            |  | <b>REC</b>  | That a sum of £200 be awarded from the flood fund for a social event at IBIS club for Mintsfeet residents.   |
| <b>126</b> | 20mph Project update   | <b>RES</b>  | That the 20mph tender documents are further developed with interested parties including CCC Highways.  |
| <b>127</b> | Location of AOB on the Agenda  | <b>RES</b>  | That there be an agenda item named "Urgent Items of Business (contact the Chair)" as agenda item 5 and a standard AOB item at the end of the agenda.   |

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|------------|---------------------------------|------------|---|
| <b>128</b> | Items for the Newsletter        | <b>RES</b> | That items for the Autumn newsletter are forwarded to the Chairman. |
| <b>129</b> | Proposed meeting dates for 2017 | <b>RES</b> | That the meeting dates for 2017 be noted.                           |