

KENDAL TOWN COUNCIL

Notice of Meeting

MAYORALTY AND ARTS COMMITTEE

Tuesday, 28th May 2019 at 7.00 p.m.
in the Mayor's Parlour, the Town Hall, Kendal

Committee Membership (9 Members)

Guy Tirvengadam (Chair)	Paul Bramham (Vice Chair)	Alvin Finch (Mayor)
Jonathan Brook	Pat Gibson	Chris Hogg
Richard Sutton	Julia Dunlop	Rachael Hogg

AGENDA

1. APOLOGIES

2. PUBLIC PARTICIPATION

Any member of the public who wishes to ask a question, make representations or present a deputation or petition at this meeting should apply to do so before the commencement of the meeting. Information on how to make the application is available on the Council's Website - <http://www.kendaltowncouncil.gov.uk/kendal-town-council/statutory-information/guidance-on-public-participation-at-kendal-town-council-meetings/> or by contacting the Town Clerk on 01539 793490.

3. DECLARATIONS OF INTEREST

To receive declarations by Members and/or co-optees of interests in respect of items on this Agenda

[In accordance with the revised Code of Conduct, Members are required to declare any Disclosable Pecuniary Interests (DPIs) or Other Registrable interests (ORIs) which have not already been declared in the Council's Register of Interests. Members are reminded that it is a criminal offence not to declare a DPI, either in the Register or at the meeting. In the interests of clarity and transparency, Members may wish to declare any DPI which they have already declared in the Register, as well as any ORI.]

4. MINUTES OF MEETING HELD ON 25TH FEBRUARY 2019 (SEE ATTACHED) AND MATTERS ARISING (NOT OTHERWISE ON AGENDA)

5. TOUR OF THE PICTURE STORE – LED BY SIMON UNSWORTH

6. KTC COLLECTION AUDIT APRIL 2019 (SEE ATTACHED)

7. UPDATE ON THE RESTORATION AND CONSERVATORY OF HERITAGE ITEMS FOLLOWING THE HERITAGE CONDITION SURVEY 2017

8. SILVER AND SILVER PLATE INSURANCE VALUATIONS (SEE ATTACHED)

9. CENTENARY OF NETHERFIELD/KENDAL FOOTBALL CLUB – CONSIDER OPTIONS FOR PRESENTATION OF A PLAQUE (REF MINUTE 897/18/19)

10. DECISION ON WHETHER TO ACCEPT A BOOK DONATION BY MR ALMOND TO THE COLLECTION – 'THE ART OF READING AND WRITING ENGLISH' WHICH BELONGED TO THE DAUGHTER OF THE MAYOR OF KENDAL 1772-3

KENDAL TOWN COUNCIL

11. REVIEW OF MAYOR MAKING
12. ITEMS FOR THE NEWSLETTER
 - Summer 2019 Edition – deadline 14th June 2019, publication 22nd July
 - Autumn/Winter 2019 Edition – deadline 20th September, publication 28th October
13. REVIEW OF SPEND AGAINST BUDGET 2019/20 (*SEE ATTACHED*)
14. ANY OTHER BUSINESS
15. DATE OF NEXT MEETING – TUESDAY 27TH AUGUST 2019 AT 7PM

Liz Richardson
Town Clerk

By e-mail/post to: Members of the Committee
 All other Councillors (agenda only, for information)

Please note that only Committee Members will receive the minutes and attachments, but that other Councillors may request a copy of any agenda papers. Any Councillor who is not a Committee Member may still attend the meeting, as an observer.

Members of the Press and Public are welcome to attend the meeting.

KENDAL TOWN COUNCIL

Mayoralty & Arts Committee

**Monday 25th February 2019 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Paul Bramham (Vice Chair), Pat Gibson, Chris Hogg, Julia Dunlop and Rachael Hogg
- APOLOGIES** Councillors Jonathan Brook and Richard Sutton
- OFFICERS** Liz Richardson (Town Clerk) and Nicky King (Council Secretary)
- 894/18/19 PUBLIC PARTICIPATION**
- None.
- 895/18/19 DECLARATIONS OF INTEREST**
- None.
- 896/18/19 MINUTES OF THE MEETING HELD ON 12TH NOVEMBER 2018**
- The Chairman presented the minutes of the meeting held on 12th November 2018, which had been approved by full Council on 3rd December 2018.
- Councillor Bramham proposed that the minutes be accepted as a correct record. This was seconded by Councillor C Hogg and carried unanimously.
- RESOLVED** That the minutes of the meeting of the Committee held on 12th November 2018 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 897/18/19 Centenary of Netherfield/Kendal Town Football Club (Minute Ref 559/18/19)**
- The Town Clerk reported that she had sourced a suitable plaque to present to the Club to mark the centenary of the Club's formation. There was a general discussion regarding options for presentation of the plaque. It was agreed to defer a decision until the next meeting.
- RESOLVED** To consider options for presentation of the plaque to Kendal Football Club at the next meeting.
- 898/18/19 War Memorial Restoration – Kendal Civic Society (Minute Ref 554/18/19)**
- At the last meeting Committee had considered a proposal relating to possible restoration of Kendal War Memorial. Tony Wrathall from Kendal Civic Society had discussed the proposal which had been put forward by a member of the public and potential donor. It had been resolved that the Town Clerk would forward a copy of the minutes on

this item to Tony Wrathall who would ascertain whether the donor would be prepared to pay for specialist advice. The Town Clerk advised that she had forwarded the minutes as requested, but a response was still awaited. Members agreed to wait until Kendal Civic Society had considered the matter further.

RESOLVED That Committee will await a response from Kendal Civic Society.

899/18/19 Donation of Photographs of Past Mayor (Minute Ref 563/18/19)

The Town Clerk advised that she had now received the donated photographs from a member of the public. The photographs are of their Great Grandfather, who was Kendal Mayor 1906/07, and Great Grandmother and are in carved oak frames with a crest. She confirmed that they have been catalogued and stored appropriately.

900/18/19 FUTURE EXHIBITION

Committee considered ideas for a future exhibition, the next one being due to be held in 2020. It had been suggested at a previous meeting that past mayors of Kendal would be a good theme and this was given further consideration, along with other suggestions. Councillor C Hogg explained how the exhibitions had been organised historically and suggested it would also be an option to re-run previous exhibitions. He further commented that KTC have a collection of photographs/pictures that are not viewed by the general public and considered that any exhibition should be connected to the collection. The Town Clerk suggested talking to Kendal Museum for suggestions.

Councillor Bramham requested Members consider ideas for suitable themes for further consideration at the meeting in August.

RESOLVED That Members consider suitable themes for a future exhibition for further consideration at the meeting in August.

901/18/19 REQUEST TO PURCHASE/EXCHANGE THE PAINTING OF KENTMERE HALL BY CUTHBERT RIGBY

The Town Clerk informed Committee that a request had been received to purchase or exchange a watercolour of Kentmere Hall by Cuthbert Rigby, which is in KTC's ownership, for two historic pictures of Kendal. The first picture being offered was of the town from the south east looking towards Kentmere by George Barrett Junior and the second was of the Castle and painted by J Lishman of Kendal.

A general discussion ensued. Councillor C Hogg noted that Cuthbert Rigby was a Kendal artist who had lived on Greenside. An exhibition of his work had been held by KTC in the past. He commented that the painting of Kentmere Hall had been accepted as a gift as one of several paintings by this artist and felt it would be wrong to divest of it. He proposed that Committee should adhere to the collection policy and proposed that the request be declined. This was seconded by Councillor Dunlop and carried unanimously. The Town Clerk would write to explain the Committee's decision.

RESOLVED That Committee decline the request to exchange/purchase the painting of Kentmere Hall by Cuthbert Rigby.

902/18/19 ORDER OF BUSINESS

It was agreed to change the order of business and consider item 8 (Kendal-Rinteln Association Grant) before item 7 (Request for a Twinning Grant from K Shoes Male Voice Choir).

903/18/19 KENDAL-RINTELN ASSOCIATION GRANT

Members were asked to consider a grant request from the Kendal-Rinteln Association for £500 for 2019/20 towards twinning costs for groups involving young people and to provide hospitality to visitors from Rinteln. The Town Clerk explained that KTC has supported the twinning for some time by providing this funding, however the request has historically been considered by the Audit, Grants & Charities Committee and has therefore not been budgeted for by this Committee. She advised that there was approximately £1k remaining in the twinning budget.

Councillor C Hogg proposed that the sum of £500 be granted from the twinning budget this year and that it be budgeted for in the next financial year. This was seconded by Councillor Dunlop and carried unanimously.

Councillor R Hogg asked what the KTC twinning budget was used for. The Town Clerk advised either Mayors visiting twin towns and twin towns visiting Kendal and requiring hosting (accommodation).

RESOLVED That the sum of £500 be granted to the Kendal-Rinteln Association for 2019/20 from the current twinning budget. This amount to be budgeted for in the next financial year.

904/18/19 REQUEST FOR A TWINNING GRANT FROM K SHOES MALE VOICE CHOIR

The Town Clerk declared an interest in this item as her husband is the Chair of K Shoes Male Voice Choir (KSMVC).

Members were asked to consider a request for a twinning grant of £450 from KSMVC. The Choir were planning to support the Kendal-Rinteln twinning by visiting and performing at the Rinteln Altstadt festival in August and were requesting the grant to help fund travel and accommodation costs.

A general discussion ensued. It was noted that further to 903/18/19, there was now around £500 remaining in the twinning budget. Members agreed that the Choir were good ambassadors for Kendal and the trip would provide a number of opportunities to promote the town. Councillor Bramham proposed the sum of £450 be granted to KSMVC. This was seconded by Councillor Dunlop and carried unanimously.

RESOLVED That a twinning grant of £450 be awarded to K Shoes Male Voice Choir.

905/18/19 PHOTOGRAPH OF THE MAYOR – CLLR TIRVENGADUM, MAYOR

The Town Clerk advised that Councillor Tirvengadum, as the first non-Caucasian Mayor of Kendal, had expressed his wish for a framed photograph to be taken to go into storage along with other previous Mayors. He would cover the cost from the Mayor's allowance.

Following a general discussion Committee approved the idea. Members agreed it was an important piece of history which should be recorded by photograph, however there was a general feeling that it should be the decision of each Mayor in future whether they wished to do the same thing and they had no wish to set a precedent. There was further discussion regarding where the photograph could be located. Councillor C Hogg suggested it formed part of the collection rather than being displayed and this was agreed.

RESOLVED That Committee approve Councillor Tirvengadum's wish for a framed photograph to be taken as the first non-Caucasian Mayor of Kendal. The photograph to be stored with the collection rather than be displayed.

906/18/19 ITEMS FOR THE NEWSLETTER

It was suggested that an article be placed in the autumn/winter edition of the newsletter following K Shoes Male Voice Choir's visit to Rinteln, noting that KTC helped fund the trip.

907/18/19 REVIEW OF SPEND AGAINST BUDGET 2018/19

The Town Clerk presented the Budgetary Control Statement for ten months ended 31st January 2019. She highlighted an underspending in Mayor's travel. The Exhibitions & Restoration budget line had been allocated for restoration projects as there had been very little spend on the 2018 exhibition.

There was some discussion regarding reserves. Councillor C Hogg explained that historically pictures had been sold and the monies allocated to the reserve for the restoration of heritage items and valuations. Members discussed ideas for how this could be spent, including better storage of pictures/photographs.

908/18/19 ANY OTHER BUSINESS

None.

909/18/19

DATE OF NEXT MEETING – MONDAY 28TH MAY 2019 AT 7PM

The Town Clerk advised that she would not be available to attend the next meeting. She will ask the Mayor's Attendant, Simon Unsworth, to attend in her absence and provide an update on his work and heritage restoration projects. It was suggested that there could also be an opportunity for Simon to show Members the Picture Store.

The meeting closed at 8.03pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
897	Centenary of Netherfield/Kendal Town Football Club	RES	To consider options for presentation of the plaque to Kendal Football Club at the next meeting.
898	War Memorial Restoration	RES	That Committee will await a response from Kendal Civic Society.
900	Future Exhibition	RES	That Members consider suitable themes for a future exhibition for further consideration at the meeting in August.
901	Painting of Kentmere Hall	RES	That Committee decline the request to exchange/purchase the painting of Kentmere Hall by Cuthbert Rigby.
903	Kendal-Rinteln Association Grant	RES	That the sum of £500 be granted to the Kendal-Rinteln Association for 2019/20 from the current twinning budget. This amount to be budgeted for in the next financial year.
904	Twinning Grant for K Shoes Male Voice Choir	RES	That a twinning grant of £450 be awarded to K Shoes Male Voice Choir.
905	Photograph of the Mayor	RES	That Committee approve Councillor Tirvengadam's wish for a framed photograph to be taken as the first non-Caucasian Mayor of Kendal. The photograph to be stored with the collection rather than be displayed.

Audit of the Kendal Town Council Collection
Monday 29 April 2019

The collection was audited by Morag Clement, Archaeology Curator at Kendal Museum.

Twenty eight collection numbers were selected at random and checked against the collection database. The number of items checked equates to just under 5% of the total collection. Details of items that were checked are tabled below along with their locations as detailed in the database.

Catalogue number	Item	Location in database
5	William Geldard, Mayor – oil painting	Council Chamber
17	John Richardson – oil painting	Picture Store
29	James Allen – oil painting	Council Chamber
43	William Dilworth Crewdson – oil painting	Picture Store
78	Un-named portrait	Picture Store
111	Cedric Whittaker, Mayor - photo	Mezzanine
127	Rev. John Inglis - photo	Mezzanine
203	Hugh Holme by Romney – oil painting	Picture Store
222	Celadon and Amelia by Romney – pencil sketch	Picture Store
231	Gowan Beck, watercolour	Picture Store
300	Charter of Gilbert - copy	Mayor's Parlour
301	Charter of Elizabeth I, 1575	Picture Store
310	Engraved certificate	Mezzanine
315	Prince of Wales visit to Kendal, 1922 - photo	Mezzanine
321	Fair Trade Certificate	Mezzanine
327	Rinteln - engraving	Picture Store
381	Silver Salver	Mayor's Parlour
400	Edward VII Coronation Medal	Mayor's Parlour
444	Silver Bugle	Picture Store
462	Kendal Market Charter Mug	Picture Store
479	'Masterpieces of Romney' – pamphlet	Picture Store
500	Dairy Capitol of Canada Medal 1965	Mayor's Parlour
501	Queen Elizabeth Golden Jubilee Medal - (3)	Mayor's Parlour
521	'Kendal on tenterhooks' – book	Mayor's Parlour
562	Mayor Dave Birkett with the Rinteln Picture – photo	Picture Store
637	Commemorative Die and Medal, 1875	Mayor's Parlour
641	Shakespeare Tercentenary Bowl	Picture Store
670	Recorders Desk	Council Chamber

All items were confirmed as being in the locations as detailed in the catalogue, except for the following:

- 5 - William Geldard, Mayor – oil painting and 29 - James Allen – oil painting, and 670 - Records Desk. These are listed as being located in the Council chamber. Due to elections these could not be accessed. The Mayor's Attendant will check these at a later date.
- 321 - Fair Trade Certificate. This was listed as not being on the Mezzanine as of 27 June 2017 when the condition survey was undertaken, and it has not been located since.
- 327 - Rinteln – engraving. This was noted as location unknown in the condition survey in 2017.
- 444 - Silver Bugle. This was noted as location unknown in the condition survey in 2017.
- 562 - Mayor Dave Birkett with the Rinteln Picture – photo. This item had a condition report undertaken on 27 June 2017 but could not be located during the audit.

In the 2017 audit, the following items could not be located -

- 234 – Pass of Glencoe, oil painting. Listed as previously being located at SLDC but now unknown. This item was not located during the condition survey so it is presumed it is now missing.
- 482 – Photograph of Francis W Cragg. This had a condition report done on 24 May 2017, but cannot be located at present.

Previous recommendations

1. In 2017 the following was recommended: *Whilst the photos on the mezzanine are now in numerical order they need to be stored in racks or large folders as detailed in the condition report. The mezzanine floor has spaces between the boards and photographs can easily fall between these.* This has still to be completed.
2. During the condition survey it was recommended that the badges and medals are removed from the binder they were kept in and stored individually in bags or boxes. These have now been boxed using conservation grade materials and they are now visible without needing to be handled.

Recommendations

1. Several of the numbers picked at random were objects that were not found during the condition survey and are currently missing. It is recommended that either the current database is updated to indicate that objects have not been located and are therefore missing, or to remove these items from the database and set up a separate database of missing items.
2. 301 – Charter of Elizabeth. The plastazote has been cut to size as recommended in the condition survey. New boxes are needed for all the charters as the current boxes do not close securely and the charters can slip out when being moved. Acid free tissue should also be inserted between the charter and the Plastazote. Cumbria Archives will be able to advise on the best way to store these items.

Report by Morag Clement MA(Hons) MPhil FSA Scot
Archaeology Curator, Kendal Museum
2 May 2019

KENDAL TOWN COUNCIL REPORT

To: Mayoralty & Arts Committee	28 th May 2019
From: The Mayor's Attendant	Agenda Item No. 8

INSURANCE VALUATIONS – PROPOSAL

Background:

Kendal Town Council recently took receipt of a donation for the Mayor's Parlour, the Mary Wakefield Cup. Due to the estimated high value of the cup it was agreed that an insurance valuation on it would be advisable. As it is around ten years since KTC's last set of insurance valuations of Parlour items, this may also be a good time to update those so that the insurance cover is up to date.

A series of estimates were obtained and the best value appears to be a local auctioneers, who charge £200 per hour for the first hour and £100 per hour thereafter plus VAT and travel. The overall estimate, given the number of items that would need to be assessed, is that it would take around a day to complete the work – up to £800 plus VAT and travel.

There are around thirty items to be valued including: the maces and sword, Katherine Parr's Book of Devotions, the tipstave and cups and various cups and trays.

Proposal:

That the auctioneers be asked to come and assess and then provide insurance valuations for KTC's plate and other silverware, and further items be assessed on a yearly rolling programme (paintings, etc). Mayor's Attendant to co-ordinate the work.

KENDAL TOWN COUNCIL - MAYORALTY & ARTS COMMITTEE

BUDGETARY CONTROL STATEMENT: 1 MONTH ENDED 30 April 2019

2019/20 Approved Budget	Heading	Actual to date	Commitments	Total to date	Budget Remaining
£		£	£	£	£
15,820	Mayoralty: Staffing	1,318	14,502	15,820	0
5,150	Mayor & Deputy Mayor's Allowance			0	5,150
800	Mayor's Travel			0	800
5,810	Civic Functions	0	0	0	5,810
2,500	Twinning			0	2,500
30,080	Sub-Total	1,318	14,502	15,820	14,260
1,500	Arts: Exhibitions & Restoration			0	1,500
2,000	Kendal Museum		2,000	2,000	0
3,500	Sub-Total	0	2,000	2,000	1,500
33,580	Total:	1,318	16,502	17,820	15,760
5,645	Reserve: Arts & Heritage - restoration of heritage items and valuations	0		0	5,645

15,760
0

Details of Civic Functions

Budget		Actual	Commitments	Total	Remaining
£		£	£	£	£
200	Regalia & Uniforms			0	200
2,780	Mayor Making			0	2,780
430	Mayor's Sunday			0	430
400	Remembrance Sunday			0	400
0	Duke of Lancs Freedom Parade			0	0
1,600	Torchlight Reception			0	1,600
400	Miscellaneous Functions			0	400
5,810		0	0	0	5,810