

# KENDAL TOWN COUNCIL

## Mayoralty & Arts Committee

**Monday 30<sup>th</sup> November 2015 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Austen Robinson (Chair), Paul Bramham (Vice Chair), Jonathan Brook, Tom Clare, Chris Hogg, Lynne Oldham and John VeEVERS
- Co-opted: Martin Orrom (Romney Society)
- APOLOGIES** Councillors Stephen Coleman and Geoff Cook
- OFFICERS** Liz Richardson (Town Clerk) and Rose Tideswell (Temporary Council Secretary)

**635/15/16 ORDER OF BUSINESS**

It was proposed that Martin Orrom could raise an issue under Any Other Business at this point as he would not be present after item 10. Mr Orrom commented that when Alex Kidson had visited the Mayors Parlour for the Romney plaque unveiling, he had commented that the Romney picture of Mater Meylor should be lowered (by around 6 inches) for better viewing. The Committee agreed to the request and the Town Clerk was asked to look into acquiring longer chains to hang the picture.

- RESOLVED** That the Town Clerk arrange for the picture of Master Meyler in the Mayor's Parlour to be lowered.

**636/15/16 PUBLIC PARTICIPATION**

None

**637/15/16 DECLARATIONS OF INTEREST**

None.

**638/15/16 MINUTES OF THE MEETING HELD ON 14<sup>th</sup> SEPTEMBER 2015**

The Chairman presented the minutes of the meeting held on 14<sup>th</sup> September, which had been approved by full Council on 5<sup>th</sup> October 2015. He proposed that they be accepted as a true record and this was seconded by Councillor Brook and unanimously approved.

- RESOLVED** That the minutes of the meeting of the Committee held on 14<sup>th</sup> September 2015 be accepted as a correct record.

**MATTERS ARISING** (Not on Agenda)

**639/15/16 Romney Plaque at Kendal Town Hall** (Minute 322/15/16)

Martin Orrom from the Romney Society reported that 50 guests had enjoyed the unveiling of the Romney Plaque at the Town Hall by the

President of The Royal Academy on 28<sup>th</sup> November. The Society newsletter would be filled with the pictures taken. During the event Alex Kidson had gifted to Kendal Town Council his 3 volume works of the complete Romney collection catalogue (1,800 paintings). Councillor Hogg proposed that the KTC accept the catalogue into our collection and this was carried unanimously.

**640/15/16 Kendal Pals Proposed Booklet (Minute 330/15/16)**

Councillors Bramham and Clare were to explore the idea of a Kendal Pals booklet to acknowledge and publicise the centenary of the Battle of the Somme. Councillor Clare advised the committee that he had contacted the Cumbria Family History Society and they are to copy the transcript onto their web site rather than produce a booklet.

**641/15/16 Replacement visitor book (Minute 332/15/16)**

The Town Clerk advised the committee that a replacement Visitors book is still being pursued.

**642/15/16 Copy of the Katherine Parr Prayer Book (Minute 336/15/16)**

Councillor Clare reported that the photographs were with the printers and the work was in hand.

**643/15/16 HANDLING OF PARLOUR HERITAGE ITEMS (Ref Oct Council Minute 446/15/16)**

The question was raised as to whether the public should be able to handle the historic items held in The Mayors Parlour. Councillor Bramham pointed out that some American relatives he had bought for a Parlour talk recently had been allowed to handle the mace and chain of office albeit with gloves on and they were very appreciative. He added that these were public property and that as long as precautions such as wearing gloves and two members of staff being present were taken handling should be allowed.

Some members were concerned about the historic items being handled too much by members of the public and the question as to whether this should be acceptable practice or only in exceptional circumstances. It was felt by members that the Mayors Attendant required clear guidance on what Kendal Town Council expected of him during the Mayors Parlour talks and required training on handling the Parlours heritage items. Advice was also required on the best way to display the Town Charters.

Councillor Veevers commented that the robe and chain should not be worn but available for view. The chain was especially delicate.

It was proposed by Councillor Robinson to set up a sub-committee to draft a set of rules for the handling of heritage items. Councillors Clare and Bramham volunteered and it was agreed to also ask co-opted member Jamie Barnes. It was also suggested that the Kendal Museum Curator could be asked to comment on a set of rules. It

was agreed to bring a draft back to the Committee for comment.

**RESOLVED**

That a sub-committee comprising Councillors Clare and Bramham and co-opted member Jamie Barnes be formed to draw up a draft set of rules with regard to the handling and displaying heritage items during the Mayor's Parlour talks.

**644/15/16****PARLOUR TALKS**

Councillor Robinson raised the question as to whether the Mayor's Attendant should be leading all the Parlour talks now that he is trained. Councillor Hogg agreed and pointed out that there has to be two people present.

Councillor Clare stated that if the group was particularly interested in Queen Katherine he would come along and John Bateson from Kendal Civic Society was also usually available to assist. Cllr Bramham offered to assist if required. It was agreed that it was crucial that the talks need to be tailored to the audience which could be as diverse as a scout group to the W.I. It was decided that the Mayor's Attendant would require further guidance to identify the audience and what they are particularly interested in.

Councillor Veevers suggested producing a sheet with around 10 key facts that should be included in the Parlour talks. Martin Orrom suggested offering the booklet 'From Knights to Town Council' for sale prior to the talk so parties can then say if there is any particular aspect they are interested in.

Councillor Clare asked if data could be provided on the number of Parlour talks and the make-up of the groups to inform the Committee and assist with looking at any cost implications.

**RESOLVED**

That data be collated on the number of Parlour talks and the make-up of the groups.

**645/15/16****TOWN HALL COLLECTION (RENAMING) – Cllr T. Clare**

It was proposed by Councillor Clare that reference to the Town Hall Collection should be renamed the Town Council Collection and that this be adopted in further publications and on the website. This was carried unanimously.

**RESOLVED**

That the Town Hall Collection be renamed The Town Council Collection.

**646/15/16****PHOTOGRAPHS OF CLOCKS – Cllr T. Clare**

Councillor Clare reported that Councillor Bracey has taken the photographs of the lantern clock for the horologist to send on to an expert and that there was no requirement for the money requested. Councillor Clare further reported that he had asked the owner of Kendal Goldsmith jewellers (who is giving his time for free) to identify information from the hallmarks on the Town Council silverware. The hallmarks for one of the makers was blurred and a

photograph was needed to send to a national silversmith body for assistance. Councillor Clare will ask Councillor Bracey if he can again assist with taking photographs.

Councillor C Hogg commented that an alternative could be someone from Kendal College and suggested contacting the Kendal Museum curator Carol Davies.

**RESOLVED**

That Councillor Clare would report back on the progress of identification and history of the lantern clock and silverware which could be used for future heritage talks to a future meeting of the Committee.

**647/15/16****COLLECTION AND LOANS POLICY – Cllr. T. Clare**

Councillor Clare reported that work was still needed with the assistance of Jamie Barnes. It was agreed that the collection and loans policy agenda item be deferred to the next meeting.

**RESOLVED**

That the Collection and Loans Policy item be deferred to the next meeting.

**648/15/16****2016 EXHIBITION – BEATRIX POTTER – Cllr. C. Hogg**

Councillor C Hogg reported that it was 150 years since Beatrix Potter was born in July 1866 and this event was being promoted by Visit England. He reported that Kendal Museum had offered to hold an exhibition that would run from the 14<sup>th</sup> June to 19<sup>th</sup> September. Discussions took place about the items relating to Beatrix Potter that the Town Council holds and interpretation which would be done by Kendal College.

Councillor Clare commented that he supported an exhibition but that we should just loan the paintings. There should be no link to the Mayor's Parlour.

It was agreed unanimously to give permission for the items to be used in the exhibition. Councillor C Hogg is to liaise with Kendal Museum.

**RESOLVED**

That the Town Council items relating to Beatrix Potter be loaned to Kendal Museum for a Beatrix Potter exhibition. Councillor C Hogg to liaise with the Museum.

At this point co-opted member Martin Orrom left the meeting.

**649/15/16****PROPOSED KENDAL ATTRACTIONS PROJECT BY PROJECT MANAGER (Development Fund Bid)**

Councillor A Robinson presented a report from the Project Manager on the improving the visibility and cultural heritage of Kendal project (total estimated cost £2.5k). The Project Manager proposes to create a Kendal cultural and heritage activity package including a leaflet. The Town Clerk circulated an example leaflet from Pennine Lancashire Museums.

Councillor Clare viewed this project as a wider commitment linking with walking trails and other cultural attractions. Discussion took place around the content of the leaflet, overview, print run, distribution and links to websites and other documents. Various other cultural heritage of interest were noted including Postman Pat, Colin Croft and Dr Mannings Yard, the Limestone Kilns and Kendal Castle.

Councillor Clare proposed to support the project in principal and to allocate sufficient monies for the design to be progressed, with the draft being brought back to the next meeting for discussion along with a further report on the distribution plan. This was carried unanimously.

It was agreed that this item would be the responsibility of the M&A Committee.

**RESOLVED**

That the Committee supported the proposed project and to allocate sufficient monies for the design to be progressed, with a draft and a further report on distribution as an agenda item at the next meeting.

**650/15/16****TWINNING SUB-GROUP REPORT – Cllr. J. Brook/Cllr. T. Clare**

Councillor Brook reported that the twinning sub group had met twice (comprising Councillors Brook, Coleman and Clare - with C Hogg attending the second meeting). They had identified that Town Twinning as currently structured is overly formal and restrictive. Town Twinning is not on a like for like basis eg Killarney is now a district not town Council. The group had concluded that is not for Kendal Town Council to drive the arrangements. The main conclusions were :

- We should identify the criteria and objectives that will help develop dialogue, links and exchange of information between towns.
- As the Town of Killarney is no longer a Town Council in its own right, we should write to Killarney to gain the output from their Twinning Review and then to talk together to define our relationship for the future.
- A periodic review of twinning arrangements should be reviewed every 4 years against the original criteria. The purpose of this review is to judge whether the twinning arrangements is healthy or in need of further attention.
- Our view moving forward is that formal twinning arrangements are no longer suitable for future relationships that Kendal Town wishes to make with other towns and that more informal town links are appropriate for future arrangements.

Councillor Clare commented that historically the driver for twinning had been EU money. He thought now we needed to be more

flexible. We should be encouraging clubs and societies to make links with other communities and learn from others.

Councillor C Hogg stated that Nanshan's interest is mainly cultural eg the Mountain Film Festival and as such does not need to formally twin with Kendal.

Councillor Clare thought that we should recognise and encourage these links. For example many schools have links with schools in other countries. Cultural understanding was important and this should be added as a fifth conclusion to the above.

Councillor Brook commented that there was more work required by the group, especially in relation to Killarney.

**RESOLVED**

That the Twinning Sub-Group meets again to further discuss the criteria and objectives to help develop dialogue, links and exchanges of information between towns.

**651/15/16**

**REQUEST FOR FUNDING FOR TWINNING LEAFLET BY KENDAL RINTELN ASSOCIATION**

The Town Clerk reported on a request for a grant from the Kendal Rinteln Association for £60 as Kendal's contribution towards a South Lakes Twin Towns information leaflet (total cost £300 for 5,000 leaflets to be distributed throughout South Lakeland). The five twinned towns are Ulverston, Coniston, Windermere, Kendal and Sedbergh. The Town Clerk advised the Committee that the grant could be paid from the miscellaneous functions budget.

Councillor Brook proposed the grant of £60 be paid. This was seconded by Councillor Clare and carried with one abstention.

**RESOLVED**

That a grant of £60 be paid to the Kendal Rinteln Association as part of the cost of producing a South Lakes Twin Towns information leaflet.

**652/15/16**

**ITEMS FOR THE NEWSLETTER**

Councillor Clare advised the meeting that the next newsletter would be published in March. He suggested a short paragraph drafted by Councillor C Hogg on the Town Council's views on twinning be included. Councillor C Hogg would like some information about the forthcoming Beatrix Potter exhibition at Kendal Museum, space permitting.

**RESOLVED**

Councillor C Hogg to provide a short paragraph about twinning to be included in the March newsletter.

**653/15/16**

**REVIEW OF SPEND AGAINST BUDGET**

The Town Clerk explained the expenditure to date, as shown in the Financial Statement prepared by the Treasurer for seven months ended 31<sup>st</sup> October 2015. She reported that the reserve would be rolled over into next year's budget.

Councillor C Hogg suggested that a small grant could be available for the Beatrix Potter exhibition if the Museum requested one.

Councillor Clare commented that the Mayor's Attendant still needed to purchase a jacket for Parlour Talks from money available in the regalia and uniforms budget.

**RESOLVED**

That the review of spend against budget be noted and that the Town Clerk writes to Kendal Museum advising them to apply for a small grant for the Beatrix Potter exhibition.

654/15/16

**EXCLUSION OF PRESS AND PUBLIC**

It was proposed by Councillor Clare and seconded by Councillor Brook 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 (excluded items)**

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]

**STAFFING MATTERS**

655/15/16

**Payment to Civic Attendants (Minute 347/15/16)**

Following the September meeting when the Town Clerk advised the Committee that event payments for the Mace and Sword Bearers and Town Crier had not been reviewed for some time, she had reviewed the current situation and recommended that:

**Mace and Sword Bearers:** An increase from £30 to £35 per event. Councillor Veevers proposed this increase. This was seconded by Councillor Bramham and carried unanimously.

**Town Crier:** To reflect the fact that the Town Crier attends events for longer, an increase from £30 to £45 per event. Councillor Veevers proposed this increase. This was seconded by Councillor Bramham and carried unanimously.

Councillor Brook proposed that the Committee discusses what the Town Crier external duties involve at a future meeting. Councillor Robinson seconded this and it was carried unanimously.

**RECOMMENDATION**

That the payment to the Mace and Sword Bearers be increased to £35 per event and that of the Town Crier to £45 per event.

**RESOLVED** That the external duties of the Town Crier be an agenda item for a future meeting.

**656/15/16**

**READMISSION OF PRESS & PUBLIC**

**RESOLVED**

Councillor Brook proposed that the press and public be re-admitted for the remainder of the meeting (none were present). This was seconded by Councillor Coleman.

**657/15/16**

**ANY OTHER BUSINESS**

The Town Clerk reported on arrangements for displaying the Maces and Sword at Council meetings now that they are held in the SLDC chamber. A site meeting with NPS had resulted in two options for displaying the maces. There are two options for positioning of the maces. Either mount the Maces side by side on an indented ledge or mount the maces one on top of the other but this means they protrude. The Sword will be front mounted onto the wood panel in front of the Mayor's raised seating area.

The Committee discussed the options and it was agreed to go for mounting the Maces side by side on an indented ledge.

**RESOLVED**

That the Town Clerk instructs NPS to proceed with the agreed method of displaying the Sword and Maces in the SLDC Council chamber.

**658/15/16**

**DATE OF NEXT MEETING**

The date of the next meeting is Monday 29<sup>th</sup> February 2016.

The meeting closed at 9.05pm

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

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>635</b>	Order of Business – Master Meyler Painting in the Mayors Parlour	<b>RES</b>	That the Town Clerk arrange for the picture of Master Meyler in the Mayor's Parlour to be lowered.
<b>643</b>	Handling of Parlour Heritage Items	<b>RES</b>	That a sub-committee comprising Councillors Clare and Bramham and co-opted member Jamie Barnes be formed to draw up a draft set of rules with regard to the handling and displaying heritage items during the Mayor's Parlour talks.
<b>644</b>	Parlour Talks	<b>RES</b>	That data be collated on the number of Parlour talks and the make-up of the groups.
<b>645</b>	Town Hall Collection - Renaming	<b>RES</b>	That the Town Hall Collection be renamed the Town Council Collection.
<b>646</b>	Photographs of Clocks	<b>RES</b>	That Councillor Clare would report back on the progress of identification and history of the lantern clock and silverware which could be used for future heritage talks to a future meeting of the Committee.
<b>647</b>	Collections & Loans Policy	<b>RES</b>	That the Collection and Loans Policy item be deferred to the next meeting.
<b>648</b>	2016 Exhibition – Beatrix Potter	<b>RES</b>	That the Town Council items relating to Beatrix Potter be loaned to Kendal Museum for a Beatrix Potter exhibition. Councillor C Hogg to liaise with the Museum.
<b>649</b>	Kendal Attractions Project	<b>RES</b>	That the Committee supported the proposed project and to allocate sufficient monies for the design to be progressed, with a draft and a further report on distribution as an agenda item at the next meeting.
<b>650</b>	Twinning Sub-Group report	<b>RES</b>	That the Twinning Sub-Group meets again to further discuss the criteria and objectives to help develop dialogue, links and exchanges of information between towns.
<b>651</b>	Request for funding from the Kendal Rinteln Association	<b>RES</b>	That a grant of £60 be paid to the Kendal Rinteln Association as part of the cost of producing a South Lakes Twin Towns information leaflet.

<b>652</b>	Items for the Newsletter	<b>RES</b>	Councillor C Hogg to provide a short paragraph about twinning to be included in the March newsletter.
<b>653</b>	Review of Spend against the budget	<b>RES</b>	That the review of spend against budget be noted and that the Town Clerk writes to Kendal Museum advising them to apply for a small grant for the Beatrix Potter exhibition.
<b>655</b>	Payment to Civic Attendants	<b>REC</b>	That the payment to the Mace and Sword Bearers be increased to £35 per event and that of the Town Crier to £45 per event.
<b>655</b>	Payment to Civic Attendants	<b>RES</b>	That the external duties of the Town Crier be an agenda item for a future meeting.
<b>657</b>	Any Other Business - Mounting of the Maces and Sword at Full Council meetings	<b>RES</b>	That the Town Clerk instructs NPS to proceed with the agreed method of displaying the Sword and Maces in the SLDC Council chamber.