

KENDAL TOWN COUNCIL

Mayoralty & Arts Committee

**Monday 13th June 2016 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

PRESENT Councillors Stephen Coleman (The Mayor) (Chair), Paul Bramham (Vice Chair), Andy Blackman, Tom Clare, Chris Hogg, Lynne Oldham, Austen Robinson and John Veevers

APOLOGIES Councillor Jonathan Brook

The Town Clerk announced that co-opted member Jamie Barnes would not be attending the meeting and informed Members that he had tendered his resignation. Councillor A Robinson proposed that a letter of thanks be sent to Jamie Barnes for his work with the Committee. It was agreed that the Town Clerk would draft a letter and send to the Chair for issue. It was further agreed not to seek a replacement Member for the time being.

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

076/16/17 PUBLIC PARTICIPATION

None.

077/16/17 DECLARATIONS OF INTEREST

There were no declarations of interest made at this point.

078/16/17 MINUTES OF THE MEETING HELD ON 29TH FEBRUARY 2016

The Chairman presented the minutes of the meeting held on 29th February 2016, which had been approved by full Council on 4th April 2016.

The minutes were noted as already having been approved by Council.

RESOLVED That the minutes of the meeting of the Committee held on 29th February 2016 be noted.

MATTERS ARISING (Not on Agenda)

079/16/17 Replacement Visitor Book (Minute 935/15/16)

The Town Clerk advised the Committee that the Admin Assistant had been researching options for a replacement Visitors Book. Titus Wilson supplied the current Visitors Book in 1974 but no longer held the artwork and were unable to assist. An alternative supplier had been found for a green leather bound book. The gold foil crest would be stamped on the front cover. The Admin Assistant was in the process of obtaining prices for different sizes of book.

080/16/17 Kendal Pals Proposed Booklet (Minute 934/15/16)

Councillor Clare advised that discussions were being held with Project Manager, Helen Moriarty, regarding putting a transcription of the booklet on the website.

081/16/17 Kendal Community Theatre – Lads from the Yards (Minute 953/15/16)

Councillor Clare advised that Kendal Community Theatre had said the Kendal Pals play could be submitted for reading. He confirmed that this had been done and the play would be read at Elephant Yard at the end of July. Committee endorsed this course of action.

082/16/17 Copy of the Katherine Parr Prayer Book (Minute 936/16/17)

Councillor Clare advised that the printers he had approached had not come back to him so he had contacted Absolute who produce the KTC newsletter. He confirmed the cost of printing 3-4 stitched copies and 1 bound copy would be approximately £750.

Members discussed the cost in detail. The general feeling was that it was a significant sum of money and alternatives for reproducing the Prayer Book should be explored. Councillor Clare commented that the biggest cost was the artwork and acknowledged the work of Trevor Hughes who had previously prepared digital images of the pages of the book. The Mayor suggested approaching Kendal College to ask whether they would be interested in assisting with the reproduction as a project for students. It was agreed that Councillor Clare would speak to the College and report back at the next meeting.

RESOLVED That Councillor Clare speak to Kendal College and ask whether they would be interested in assisting with the reproduction of the Prayer Book as a project for students. Councillor Clare to report back at the next meeting.

083/16/17 2016 Exhibition – Beatrix Potter (Minute 948/15/16)

The Town Clerk informed Members that they were invited to attend the preview of 'Beatrix Potter's Inspiring Legacy' exhibition on Tuesday 21st June 2016, 4-7pm, at the Museum. KTC have loaned 9 paintings to this exhibition.

Councillor C Hogg advised that KTC still held catalogues from the last Beatrix Potter exhibition and it was agreed that these be donated. He also commented that he had approached Temple Heelis for sponsorship and they had given £400 towards the exhibition.

RESOLVED That the Beatrix Potter catalogues still held from the last exhibition be donated to Kendal Museum.

084/16/17 Mayor's Parlour Talks (Minute 946/15/16)

Councillor Clare confirmed that an article would be placed in the next newsletter with regard to Mayor's Parlour talks, advising people to contact the office to book etc.

085/16/17 The Kendal Town Crest (Minute 954/15/16)

The Town Clerk advised that she had written to the company seen using a vehicle with the Town Crest on its door, asking them to confirm whether they had permission to use the Crest. No response had been received. She commented that there was little more she could do and legal advice would need to be sought to take the matter further. Councillor Veevers was familiar with the company and agreed to raise the issue when an opportunity arose.

086/16/17 HANDLING OF PARLOUR HERITAGE ITEMS

Councillor Clare advised that a meeting of the sub-group had not been held. Councillor A Robinson proposed that a list be prepared of Parlour Heritage items that were particularly sensitive and not to be handled by the general public (such as the Mayor's chain, Mayor's robe, silverware and the Katherine Parr Prayer Book). He added that the list should be reviewed in 6 months' time. This was seconded by Councillor Clare and carried with 1 abstention.

Councillor C Hogg requested that Simon Unsworth attend a handling of heritage items course. He suggested asking Kendal Museum if they could provide some training or if not approaching the National Trust who run such courses.

The Mayor mentioned that the pins on the Mayor's chain were very soft and bend easily. Councillor Clare advised that in the past Kendal Goldsmiths had repaired the pins on the chain and suggested that he asked them for their advice. It was agreed that if the advice received was to repair the pins he would go ahead and instruct them to carry out the work, however anything different he would report back to Committee for a decision.

RESOLVED

1. That a list be prepared of Parlour Heritage items that are particularly sensitive and not to be handled by the general public. Also that the list be reviewed in 6 months' time.
2. That Simon Unsworth attend a handling of heritage items course.
3. That the Mayor approach Kendal Goldsmiths for their advice regarding the soft pins on the Mayor's chain.

087/16/17 COLLECTIONS AND LOANS POLICY

Councillor Clare advised that whilst a yearly audit of the Council's collection was carried out, this did not assess whether items required repair. He said that there needed to be a means of assessing condition.

A general discussion ensued regarding various items and whether there were some things that could be stored. The Mayor felt that the

Mayor's Parlour was cluttered and thought the room would benefit from certain items being removed and stored. Members also discussed storage capacity. The Town Clerk commented that it would be important to speak to Simon Unsworth, the Mayor's Attendant, to ask which items he used most frequently for talks etc before anything was removed. Councillor C Hogg said that it was important to consider the cost involved in moving items and the risk of damage. Councillor Clare raised the need to be aware of what has been moved and the Town Clerk advised that there was a catalogue in existence for this purpose.

It was decided to speak to Simon Unsworth in the first instance.

RESOLVED

To speak to Simon Unsworth regarding items used most frequently in the Mayor's Parlour before taking any decision to remove and store certain items and assess condition.

088/16/17

DISPOSAL OF HERITAGE CHAIRS AND DESKS

The Town Clerk reported that she was still waiting for a lease from SLDC to use the SLDC Council Chamber including KTC giving up user rights to the Town Council Chamber.

She advised that she had contacted three local auctioneer companies but that only one was still operational. That company had been and looked at the heritage chairs and desks. They had advised a rate per lot and an overall commission. The Town Clerk was seeking a decision from Members on what items they would like to keep.

Following a general discussion Councillor Veevers proposed that the Mayor's desk (needed at Mayor Making ceremonies), one carver chair and one ordinary chair be retained. This was seconded by Councillor C Hogg and carried unanimously.

Members also discussed the proceeds from the sale of the chairs and desks. Councillor C Hogg proposed that these funds go into the conservation fund for heritage items. This was seconded by Councillor Clare and carried unanimously.

It was agreed that the items to be kept would be stored and used for specific occasions, not put away and forgotten about.

The Mayor remarked that the Committee may need to look at refurbishing the items that were to be retained for posterity. There was a general discussion regarding who could be approached to provide advice on the repair of such items. Councillor C Hogg suggested using the valuation as a starting point for items in need of repair.

RECOMMENDATION

1. That the Mayor's desk, one carver chair and one ordinary chair be retained from the heritage chairs and desks.
2. That proceeds from the sale of chairs and desks go into the conservation fund for heritage items

089/16/17**RECEIPT OF ITEMS FOR COLLECTION**

The Town Clerk reported that Alison Ongley from the Lancs & Lakes Guild of Weavers, Spinners and Dyers, who had worked on the replica pattern book, had given a copy of a book she had produced on this work to KTC.

Various items had also been passed on from Mr Newman who had been the last Mayor of the Borough of Kendal. It was agreed to receive into the collection the Municipal Year Book for 1964-5 and to pass the other donated items to CCC Archives.

090/16/17**COMMEMORATION OF 250TH ANNIVERSARY OF THE BIRTH OF JOHN DALTON**

Councillor C Hogg informed Members that he had been contacted by Malcolm Joyce who wanted to organise an anniversary lecture to mark the 250th anniversary of the birth of John Dalton. Mr Joyce had secured the interest of Professor Steve Cowley as a speaker for the lecture. The lecture would draw a link between what Dalton achieved and the current extent of scientific endeavour, but also the relevance to science education. There was a strong relevance to the GCSE Physics syllabus, amongst others. Funding of £250 was being requested from KTC for the hire of the Assembly Room at the Town Hall. A date of 16th September had been proposed for the lecture and the room had been booked.

Councillor Clare confirmed that John Dalton was an English chemist, physicist and meteorologist who had been educated in Kendal. He was born in west Cumbria and attended the Quaker school in Stramongate. He advised that John Dalton had significant links with Kendal and said these should be recognised and built on.

Councillor Clare proposed that a recommendation be made to Council to support the lecture financially up to a maximum of £250 for the hire of the Assembly Room. This was seconded by Councillor C Hogg and carried unanimously. It was agreed that the Town Clerk would contact Mr Joyce and inform him of the Committee's decision.

RECOMMENDATION

That Council agree to fund the hire of the Assembly Room at the Town Hall (up to a maximum of £250) to support the lecture to mark the 250th anniversary of the birth of John Dalton

RESOLVED

That the Town Clerk contact Mr Joyce and inform him of the Committee's decision to fund the hire of the Assembly Room for the lecture.

091/16/17**KENDAL PROMOTIONAL LEAFLET SERIES – CULTURAL KENDAL LEAFLET UPDATE**

The Town Clerk advised that a tender exercise had been undertaken for the award of the contract for the Kendal Promotional Leaflet Series. Four tenders had been received and evaluated by Helen Moriarty, Councillor Clare, Councillor A Robinson and Paula Scott of Kendal Futures Board. Cactus Creative had been awarded the

contract and appointed. The Project Manager was working on the project and currently looking for a company to do the printing. The Town Clerk informed Members that the final draft of the leaflets would go to Council for approval. There was to be a testing event with visitors during the drafting stage and it was hoped to launch the leaflets at the Comic Arts Festival.

092/16/17**WOOLPACK YARD MURAL**

The artist who had painted a mural at Police Yard had indicated her wish to paint a further mural at another Yard in Kendal. She had suggested that the mural have a flooding theme. The Town Clerk advised that Woolpack Yard had been suggested as a possibility and reported that Holland & Barratt leased the building on which the proposed mural would be painted. Positive feedback had been received from businesses in the Yard following initial enquires by the Project Manager. The Town Clerk advised that the building wall could do with improvement and the section of wall for the mural would require rendering due to the surface texture before the mural could be painted. The approximate cost of the mural was £4,000, plus the cost of rendering.

Councillor Clare pointed out that the rebranding exercise was focusing on the wool trade connection and felt that Woolpack Yard was a relevant choice of location.

Members discussed the idea in depth. There was some discussion regarding the flooding theme and whether it would be an appropriate choice. There was some uncertainty amongst Members on this point and a wool theme was preferred. Councillor Veevers suggested that Kendal BID be approached. It was also suggested that Cumbria Community Foundation be approached for funding. Councillor C Hogg said that it was hoped to have a number of yards with murals which would become part of a walk in Kendal in the future.

In conclusion it was agreed that the Committee was minded to support the project financially. Expert advice would be needed regarding the rendering and it was felt that this element of the work should be taken on by the building owner (KTC possibly to contribute). It was also felt that Kentucky Fried Chicken should be engaged.

093/16/17**TOWN TWINNING**

The Mayor advised that the twinning sub-group had not met, however there was a general consensus of opinion that they were not eager to form any new twinning relationships. There was, however, a desire to form an international links section on the KTC website (local schools working with teachers/pupils from schools in other countries for example).

Members discussed the idea of international links. Councillor C Hogg expressed his opinion that this would be a good idea worth progressing. The Mayor proposed that the idea of the website

featuring international links be explored further. This was seconded by Councillor A Robinson and carried unanimously.

Councillor Blackman advised that four teachers from Nigeria had just arrived in Kendal to work with Queen Katherine School. He asked Members whether he should write a small article for inclusion in the newsletter and this was agreed. Members discussed funding for projects such as this and Councillor A Robinson proposed that the Audit, Grants & Charities Committee be requested to investigate the possibility of setting up a budget heading to support international links. This was seconded by Councillor Clare and carried unanimously. It was agreed that the Town Clerk would request the Town Treasurer add this to the agenda of the next Audit, Grants & Charities Committee meeting.

Councillor Blackman highlighted that next year was the 25th anniversary of the twinning with Rinteln. The Town Clerk suggested that the Town Treasurer may need to consider a larger budget for next year.

RESOLVED

1. That the idea of the KTC website featuring an international links section be explored further.
2. That the Audit, Grants & Charities Committee be requested to investigate the possibility of setting up a budget heading to support international links. The Town Clerk to request the Town Treasurer add this as an item on the agenda of the next Audit, Grants & Charities Committee meeting.

094/16/17

ITEMS FOR THE NEWSLETTER

The following items were agreed to be included in the next edition of the KTC newsletter:

- John Dalton anniversary lecture (to be included in the diary of events).
- Beatrix Potter exhibition.

095/16/17

REVIEW OF SPEND AGAINST BUDGET

The Town Clerk presented the review of spend against budget for the two months ended 31st May 2016.

Under the heading 'Arts & Heritage – restoration of heritage items and valuations' it was noted that there were two items requiring repair:

- (1) A new picture frame was required for a picture of a past Mayor in the Town Council Chamber.

It was agreed that the Town Clerk would obtain a price for a new frame for the next meeting. She would evaluate the damaged frame and swap the picture with something else if she deemed necessary until the damaged frame could be replaced.

- (2) A small frame displaying etched glass in the Mayor's Parlour.

Councillor Clare proposed that the Town Clerk arrange for repair of the frame. This was seconded by Councillor A Robinson and carried unanimously.

A general discussion then ensued as to who to approach for advice on the restoration of heritage items and whether it was appropriate to leave pictures in the previous Town Council Chamber now that the room was no longer in use by KTC for Council meetings. The Mayor said that it was a broader topic of conversation to be had with SLDC in the future.

RESOLVED

1. That the Town Clerk obtain a price for a new frame for the picture in the Town Council Chamber.
2. That the Town Clerk arrange for the repair of the small frame displaying etched glass in the Mayor's Parlour.

096/16/17

EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor A Robinson and seconded by Councillor Oldham 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 any individual [Paragraph 1]

STAFFING MATTERS [Paragraph 1]

097/16/17

Town Crier's Role

The Town Clerk had been asked to clarify the role of the Town Crier. She confirmed that the Town Crier was not an employee of KTC. He was engaged and paid to attend certain civic events.

098/16/17

READMISSION OF PRESS & PUBLIC

It was proposed by Councillor A Robinson and seconded by Councillor Clare to move out of Part II, this was carried unanimously.

RESOLVED

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

099/16/17

ANY OTHER BUSINESS

None.

100/16/17

DATES FOR 2017 MEETINGS

Members agreed the following dates for 2017 Committee meetings:-

Monday 27th February
Monday 15th May
Monday 11th September
Monday 13th November

101/16/17

DATE OF NEXT MEETING – MONDAY 12TH SEPTEMBER 2016

The meeting closed at 9.08pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
082	Copy of the Katherine Parr Prayer Book	RES	That Councillor Clare speak to Kendal College and ask whether they would be interested in assisting with the reproduction of the Prayer Book as a project for students. Councillor Clare to report back at the next meeting.
083	2016 Exhibition – Beatrix Potter	RES	That the Beatrix Potter catalogues still held from the last exhibition be donated to Kendal Museum.
086	Handling of Parlour Heritage Items	RES	<ol style="list-style-type: none"> 1. That a list be prepared of Parlour Heritage items that are particularly sensitive and not to be handled by the general public. Also that the list be reviewed in 6 months' time. 2. That Simon Unsworth attend a handling of heritage items course. 3. That the Mayor approach Kendal Goldsmiths for their advice regarding the soft pins on the Mayor's chain.
087	Collections and Loans Policy	RES	To speak to Simon Unsworth regarding items used most frequently in the Mayor's Parlour before taking any decision to remove and store certain items and assess condition.
088	Disposal of Heritage Chairs and Desks	REC	<ol style="list-style-type: none"> 1. That the Mayor's desk, one carver chair and one ordinary chair be retained from the heritage chairs and desks. 2. That proceeds from the sale of chairs and desks go into the conservation fund for heritage items
090	Commemoration of 250 th Anniversary of the Birth of John Dalton	REC RES	<p>That Council agree to fund the hire of the Assembly Room at the Town Hall (up to a maximum of £250) to support the lecture to mark the 250th anniversary of the birth of John Dalton.</p> <p>That the Town Clerk contact Mr Joyce and inform him of the Committee's decision to fund the hire of the Assembly Room for the lecture.</p>
093	Town Twinning	RES	<ol style="list-style-type: none"> 1. That the idea of the KTC website featuring an international links section be explored further. 2. That the Audit, Grants & Charities Committee be requested to investigate the possibility of setting up a budget heading to support international links. The Town Clerk

			to request the Town Treasurer add this as an item on the agenda of the next Audit, Grants & Charities Committee meeting.
095	Review of Spend Against Budget	RES	<ol style="list-style-type: none">1. That the Town Clerk obtain a price for a new frame for the picture in the Town Council Chamber.2. That the Town Clerk arrange for the repair of the small frame displaying etched glass in the Mayor's Parlour.