

# KENDAL TOWN COUNCIL

## Mayoralty & Arts Committee

**Monday 28<sup>th</sup> May 2019 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Guy Tirvengadam (Chair), Paul Bramham (Vice Chair), Jonathan Brook and Richard Sutton
- APOLOGIES** Councillors Julia Dunlop, Pat Gibson, Chris Hogg and Rachael Hogg, plus Liz Richardson (Town Clerk)
- OFFICERS** Simon Unsworth (Mayor's Attendant) and Nicky King (Council Secretary)
- 040/19/20 PUBLIC PARTICIPATION**
- None.
- 041/19/20 DECLARATIONS OF INTEREST**
- None.
- 042/19/20 MINUTES OF THE MEETING HELD ON 25<sup>TH</sup> FEBRUARY 2019**
- The Chairman presented the minutes of the meeting held on 25<sup>th</sup> February 2019, which had been approved by full Council on 1<sup>st</sup> April 2019. Members accepted the minutes as a correct record.
- RESOLVED** That the minutes of the meeting of the Committee held on 25<sup>th</sup> February 2019 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 043/19/20** Minute Ref 907/18/19 – Review of Spend Against Budget 2018/19  
Councillor Brook raised the matter of reserves and asked whether any decision had been made regarding ideas for how money allocated to the reserve from picture sales could be spent. The minutes noted that this was for the restoration of heritage items and valuations. Simon Unsworth replied that this was part of ongoing discussions and agreed to request an update from the Town Clerk. This matter to be added to the agenda of the next meeting.
- RESOLVED** Simon Unsworth to request an update from the Town Clerk regarding ideas for expenditure of money allocated to the reserve from picture sales. This matter to be added to the agenda of the next Committee meeting.
- 044/19/20 TOUR OF THE PICTURE STORE**
- There was a tour of the picture store led by Simon Unsworth. Members were briefed on work which had taken place, and which is still ongoing, to better organise the storage space and ensure items can be located as easily as possible.

The Chair mentioned that the Mayor's Parlour in Barrow had a display of past mayors in chronological order and asked whether KTC could consider something similar. Simon Unsworth said there would be a cost implication in obtaining good quality digital images suitable for purpose. He will speak to Trevor Hughes and enquire whether he is in possession of the photos on the database. He will also start compiling a list of previous mayors and highlight any gaps where photos are missing. Members discussed putting the images on the KTC website and agreed it would be good use of heritage items. Councillor Bramham suggested this could also be a good subject for a future exhibition.

Councillor Sutton proposed that Simon Unsworth progress the idea of displaying previous Kendal Mayor's in chronological order on the KTC website. This was seconded by Councillor Brook and carried unanimously.

**RESOLVED**

That Simon Unsworth progress the idea of displaying previous Kendal Mayor's in chronological order on the KTC website

**045/19/20****KTC COLLECTION AUDIT APRIL 2019**

Simon Unsworth reported that the KTC Collection had recently been audited by Morag Clement, Archaeology Curator at Kendal Museum. Twenty eight collection numbers (equating to just under 5% of the total collection) were selected at random and checked against the collection database. A table was presented showing details of items checked and their locations.

Simon Unsworth highlighted one recommendation following the audit which was to remove items from the database currently shown as missing and set up a separate database of missing items.

The Chair referred to two items (321 and 562) which were currently missing and queried the next step to be taken. Simon Unsworth explained this was the reasoning behind the suggestion of a separate database. The items can then be more easily tracked and continue to be located.

Councillor Bramham queried items which are on loan to Abbot Hall. Simon Unsworth remarked that it is the responsibility of Abbot Hall as part of the loan agreement to keep such items in good condition. It was suggested that KTC should request an annual update from Abbot Hall. Members requested Simon Unsworth check with the Town Clerk whether this arrangement is currently in place.

Councillor Brook asked what the missing items would be as a percentage of the total collection and queried whether this would be considered normal for the size of the collection. Simon Unsworth said he would need to check this point with Morag and offered to calculate the percentage so Committee have a baseline figure.

The Chair proposed that the items currently missing be removed from the collection database and a separate database of missing items be

set up. This was seconded by Councillor Brook and carried unanimously.

**RESOLVED**

1. Simon Unsworth to check with the Town Clerk whether Abbot Hall submit an annual update on items on loan.
2. Simon Unsworth to calculate the missing items as a percentage of the total collection.
3. That items currently missing be removed from the collection database and a separate database of missing items be set up.

**046/19/20****UPDATE ON THE RESTORATION AND CONSERVATORY OF HERITAGE ITEMS FOLLOWING THE HERITAGE CONDITION SURVEY 2017**

Simon Unsworth advised that only a small number of items (4 or 5) were highlighted as requiring urgent attention following the Heritage Condition Survey 2017. He referred to the Katherine Parr Book of Devotions and reported that someone had hopefully been found to repair it. The work would be carried out on site, possibly in July. They would assess the work and prepare a quotation for agreement.

An example of the new display boxes for medals and buttons was presented. This was a suggestion which came out of the Condition Survey.

The Chair asked whether there would be any cost implication. At this point it was noted that the main cost would be for repair work to the Katherine Parr Book of Devotions.

Simon Unsworth commented that the bulk of items in the Mayor's Parlour is now in the KTC Collection Database. He added that this is an ongoing project which will see the Picture Store in particular become much more accessible and organised.

Councillor Brook referred to items noted as missing in the KTC Collection Database and asked whether SLDC have been notified of these items. Simon Unsworth suggested a printed list of names/pictures of missing items be prepared and SLDC be asked to look out for these items. He agreed to speak to Debbie McKee about the best way to co-ordinate this idea.

**RESOLVED**

Simon Unsworth to prepare a printed list of missing items and request SLDC look out for such items. Simon to speak to Debbie McKee about the best way to co-ordinate the idea.

**047/19/20****SILVER AND SILVER PLATE INSURANCE VALUATIONS**

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

Simon Unsworth advised that a number of estimates have been obtained. The best value is a local auctioneers at approximately £800 plus VAT and travel. There are around 30 items to be valued. Members were asked to consider whether they wished to approve this work.

Councillor Brook queried the budget line. It was noted that the Town Clerk had suggested this come from the Exhibition and Restoration budget.

It was proposed by Councillor Brook that the auctioneers be asked to come and assess and then provide insurance valuations for the items highlighted. This was seconded by Councillor Bramham and carried unanimously.

**RESOLVED**

That Simon Unsworth ask the auctioneers to assess and then provide insurance valuations for the items highlighted.

**048/19/20****CENTENARY OF NETHERFIELD/KENDAL FOOTBALL CLUB – CONSIDER OPTIONS FOR PRESENTATION OF A PLAQUE**

Councillor Bramham clarified that Netherfield Football Club became Kendal Town.

Simon Unsworth advised that KTC did have a shield therefore a presentation could be made if Committee wished to do so.

The potential issue of setting a precedent was raised during a general discussion. It was agreed that Simon Unsworth would discuss the matter further with the Town Clerk and Members would consider options at the next Committee meeting.

**RESOLVED**

Simon Unsworth to discuss further with the Town Clerk. Members to consider options at the next meeting.

**049/19/20****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**

Members agreed unanimously to accept the donation of a book which had belonged to the daughter of the Mayor of Kendal 1772-3. Councillor Brook proposed acceptance and this was seconded by Councillor Bramham.

**RESOLVED**

That the book donation be accepted.

**050/19/20****REVIEW OF MAYOR MAKING**

Councillor Brook considered the Mayor Making event had been a success. He mentioned that a Mayor from a local town had commented that it was better than their own! He said it is an event which sets Kendal apart, is appreciated by the community and is a good way of promoting the town. He noted that approximately 195

people attended and KTC always invite people from local charities and organisations.

The Chair mentioned a matter concerning the catering (vegetarian food had not been clearly labelled) and said this needed to be addressed next year. He added that it had been a good evening with a good turnout and positive feedback.

**051/19/20**

**ITEMS FOR THE NEWSLETTER**

Summer Edition (deadline 14<sup>th</sup> June)

- Kendal Unity Festival – Diversity Award. Chair to forward details to the Project Manager.
- Street theatre by Kendal Community Theatre. Councillor Sutton to forward details to the Project Manager.

Autumn/Winter Edition (deadline 20<sup>th</sup> Sept)

- K Village Male Voice Choir trip to Rinteln
- Unity Festival
- New Town Crier

**052/19/20**

**REVIEW OF SPEND AGAINST BUDGET**

Members noted the Budgetary Control Statement ended 30<sup>th</sup> April 2019.

**053/19/20**

**ANY OTHER BUSINESS**

The Chair mentioned that he is in possession of the trophy for the Kendal Unity Festival Diversity Award and asked whether this should be passed to KTC. Councillor Sutton proposed that it should become part of the collection database and displayed in the Mayor's Parlour. This was seconded by Councillor Bramham and carried unanimously.

Members agreed an agenda item for the next meeting – to consider whether AOB should be included on future agendas.

**RESOLVED**

1. That the trophy for the Kendal Unity Festival Diversity Award become part of the KTC collection database and displayed in the Mayor's Parlour.
2. Agenda item agreed for next meeting - to consider whether AOB should be included on future agendas.

**054/19/20**

**DATE OF NEXT MEETING – TUES 27<sup>TH</sup> AUGUST 2019 AT 7PM**

It was decided to reschedule this meeting for Tuesday 10<sup>th</sup> September 2019 at 7pm.

The meeting closed at 8.28pm.

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

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>043</b>	Reserves	<b>RES</b>	Simon Unsworth to request an update from the Town Clerk regarding ideas for expenditure of money allocated to the reserve from picture sales. This matter to be added to the agenda of the next Committee meeting.
<b>044</b>	Picture Store	<b>RES</b>	That Simon Unsworth progress the idea of displaying previous Kendal Mayor's in chronological order on the KTC website
<b>045</b>	KTC Collection Audit April 2019	<b>RES</b>	<ol style="list-style-type: none"> <li>1. Simon Unsworth to check with the Town Clerk whether Abbot Hall submit an annual update on items on loan.</li> <li>2. Simon Unsworth to calculate the missing items as a percentage of the total collection.</li> <li>3. That items currently missing be removed from the collection database and a separate database of missing items be set up.</li> </ol>
<b>046</b>	Update on Restoration and Conservatory of Heritage Items	<b>RES</b>	Simon Unsworth to prepare a printed list of missing items and request SLDC look out for such items. Simon to speak to Debbie McKee about the best way to co-ordinate the idea.
<b>047</b>	Silver and Silver Plate Insurance Valuations	<b>RES</b>	That Simon Unsworth ask the auctioneers to assess and then provide insurance valuations for the items highlighted.
<b>048</b>	Centenary of Netherfield/Kendal Football Club	<b>RES</b>	Simon Unsworth to discuss further with the Town Clerk. Members to consider options at the next meeting.
<b>049</b>	Book Donation	<b>RES</b>	That the book donation be accepted ('The Art of Reading and Writing English').
<b>053</b>	AOB	<b>RES</b>	<ol style="list-style-type: none"> <li>1. That the trophy for the Kendal Unity Festival Diversity Award become part of the KTC collection database and displayed in the Mayor's Parlour.</li> <li>2. Agenda item agreed for next meeting - to consider whether AOB should be included on future agendas.</li> </ol>
<b>054</b>	Date of Next Meeting	<b>INFO</b>	Rescheduled for Tuesday 10 <sup>th</sup> September 2019 at 7pm.