

# Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED  
www.kendaltowncouncil.gov.uk



**Minutes of the Annual Meeting of Kendal Town Council held in the Council Chamber at the Town Hall, Highgate, Kendal, on Monday, 3 June 2024, at 7.30 p.m.**

## Councillors

G Archibald	Present	A Blackman	Present
S Blunden	Apologies	J Brook	Present
D Brown	Present	A Campbell	Apologies
S Coleman	Apologies	J Cornthwaite	Present
J Dunlop	Present	L Edwards	Present
R Edwards	Present	D Evans	Absent
C Hardy	Apologies	A Finch	Absent
L Hendry	Present	M Helme	Present
H Ladhams	Present	E Hennessy	Present
D Miles	Present	S Long	Apologies
C Russell	Present	D Rathbone	Present
K Simpson	Present	M Severn	Absent
P Thornton	Present	G Supka	Present
R Sutton	Present	G Tirvengadam	Absent

**In attendance:** Chris Bagshaw (Town Clerk).

### **13/2024 Apologies**

Apologies for absence were received and accepted from Cllrs Blunden, Campbell, Coleman, Hardy and Long.

### **14/2024 Declarations of Interest**

No declarations of interest were raised under this item.

### **15/2024 Exclusion of Press and Public**

There were no excluded items included within the agenda.

### **16/2024 Minutes of Last Council Meeting**

It was noted that Cllr Blackman's name had been accidentally omitted from the list of members of the Management Committee, and that Cllr Hennessy's first name had been misspelled in four places. With these issues corrected it was:

**Resolved:** To receive the minutes of the annual meeting of the Council held on 7 May 2024 and to authorise the Chair to sign them as a true record.

### **17/2024 Minute Action Sheet**

Members considered a report on actions taken by officers on resolutions or recommendations made at previous meetings of the Council. The Clerk drew the Council's

attention to the completion of the footpath at Vicarage Drive and the development of a pro forma for Outside Bodies.

**Resolved:** To note the report.

#### **18/2024 Mayor's Communications and Announcements**

The Mayor thanked Cllr Dunlop, his predecessor, for all her work in the role, and thanked councillors again for honouring him with the privilege of being the new Mayor. He reported that in his first three weeks in the role he had attended two art galleries, the ski centre at Canal Head, the Natural Kendal conference at Kendal Museum (for which he thanked Cllr Russell for the detailed organisation). He had attended the new Eddington Hub on Highgate and seen the great work done by Waste into Wellbeing. He had jiggled around the town with Kendal Community Theatre's Mayfest, raising money for his three charities, and was particularly impressed by the wooden sculpture representation of John Speed's map at Kendal Parish Church, unveiled as a part of the Kendal Flood Relief Scheme. He had also chaired the annual Town Assembly, which was sparsely attended.

The Clerk reported that the query raised by a member of the public at the last meeting concerning the validity of meetings had been resolved, and that the member of the public was satisfied and would take no further action. The council had been in temporary breach of the Transparency Code, but the swift rectification of the matter had resolved it.

**Resolved:** To note the reports.

#### **19/2024 Annual Governance and Accountability Return (AGAR) 2023-24**

- (a) Council considered a report on the completion of the AGAR 2023-24, including the recommendations on how the Council is dealing with 'Except fors' and other matters raised by the internal and External Auditors.

**Resolved:** To accept the report.

- (b) Council was asked to note the report from the Internal Auditor for 2023. A former Chair of the Committee commented that the Internal Auditor's report was very thorough, and the clearest she had seen in her time on the committee.

**Resolved:** To accept the report.

- (c) Council was asked to consider the relevant sections of the Council's AGAR 2023 as follows:

- (i) The Annual Governance Statement (Section 1)
- (ii) The Accounting Statement (Section 2)

**Resolved:** To accept the recommended completed sections.

#### **20/2024 Minutes from Committees**

The Council was presented with the following minutes from recent meetings of the Council's standing committees and committee chairs were invited to give a brief account of their Committee's recent activities, if they so wished:

- (a) Allotments Committee on 29 April 2024 – Cllr G Archibald (vice chair) presented the minutes. He followed up a query about the voting rights of co-opted members. The Clerk confirmed that these were confined to matters which were not to do with overall budgets or financial strategy.
- (b) Audit Committee on 13 May 2024 – Cllr C Russell presented the minutes.
- (c) Environment Committee on 13 May 2024 – Cllr E Hennessy presented the minutes and drew the council's attention to the completed footpath at Vicarage Park. He thanked the Council's Projects Officer and officers at Westmorland & Furness for working together to deliver this project. He urged members to visit the new Eddington Hub and congratulated residents at Kirkbie Green who, assisted by a KTC biodiversity grant, had been nominated for a BBC Cumbria award. He also drew members' attention to the scaffolding on the Birdcage, which indicated that one of the Town Council's priorities was at last being addressed by W&FC. A query about the regeneration of Bowling Fell was passed back to the Committee for further discussion.
- (d) Management Committee on 20 May 2024 – Cllr D Rathbone (vice chair) presented the minutes and underlined the importance of the Civility and Respect agenda that the committee had been considering. He urged all members to remember this aspect of the Council's policies and further reminded Chairs to ensure that their Terms of Reference were respected by members. On staffing matters he thanked the Council Services Officer and others for stepping in to the breach to assist with additional work covering for staff absences. It was further noted that this Committee had allocated £15,000 from the CIL reserve to support W&FC in developing a footpath between Beezon Field and Mintsfeet.
- (e) Planning Committee on 7 and 20 May 2024 – Cllr D Rathbone presented the minutes.

**Resolved:** To receive the minutes of recent meetings of the Council's standing committees shown above.

## **21/2024 Reports from Representatives on Outside Bodies**

Council considered a report from the Council representative on the following outside organisation:

- Lancaster Canal Regeneration Partnership (a written report from Cllr L Hendry).

**Resolved:** To receive the report from the representative on the outside organisation shown above.

## **22/2024 Schedule of Payments**

The Council was presented with the schedule of payments for April 2024.

**Resolved:** To receive the schedule of payments for April 2024.

The meeting closed at 8.11 p.m.