

Kendal Town Council

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



29 January 2024

Dear Councillor

You are summoned to attend a meeting of the Council commencing at **7.30 p.m.** on **Monday, 5 February 2024**, for the purpose of transacting the business specified in the following agenda. This is a rescheduled meeting of that which was due to take place on 4 December, but which was postponed. The meeting will be held in the Council Chamber at the Town Hall, Highgate, Kendal.

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

Yours faithfully

A handwritten signature in black ink, appearing to read 'A B' followed by a long horizontal stroke.

Chris Bagshaw
Town Clerk

AGENDA

Roll Call

The Clerk will take a roll call of Council Members present.

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.

Kendal Youth Festival

To receive a presentation from Kendal Youth Work Partnership on current work including Party in the Park and YouthFest.

1. Apologies

To receive and accept any apologies. If accepted, apologies will be considered to be for reasons approved by the Council under the terms of Local Government Act 1972, s85.

2. Declarations of Interest

To receive declarations by Members 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.

3. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To consider whether there are any agenda items during consideration of which the press and the public should be excluded.

4. Minutes of Last Meeting (pages 4 to 12)

To receive the minutes of the meeting held on 11 December 2023 and to authorise the Chair to sign them as a true record (see attached).

5. Minute Action Sheet (pages 13 to 14)

To consider a report on actions taken by officers on resolutions or recommendations made at previous meetings (see attached).

6. Mayor's Communications and Announcements (page 15)

To receive a report from the Mayor on her recent activities and to hear any announcements (see attached).

7. Committee Memberships

To consider changes to Committee Memberships, if any.

8. Budget and Precept 2024-25 (pages 16 to 19)

To consider a report on the Budget for 2024-25 and to set a precept for the coming financial year (see attached).

9. Reports and Minutes from Committees (pages 20 to 56)

To receive verbal reports from the Council's Committees. Committee Chairs are invited to give a brief account of their Committee's recent activities, if applicable.

To receive the draft minutes from the following Committees (may be received en-bloc, see attached):-

- (a) Environment Committee on 15 January 2024 (**pages 20 to 25**)
- (b) Management Committee on 8 January 2024 (**pages 26 to 35**)
- (c) Mayoralty and Heritage Committee on 22 January 2024 (**pages 36 to 40**)
- (d) Planning Committee on 18 December 2023, 8 January and 22 January 2024 (**pages 41 to 56**)

10. Reports from Representatives on Outside Bodies (pages 57 to 80)

To receive reports from the Council representatives from the following Outside organisations:-

- (a) Integrated Care Community (ICC) Delivery Group Meeting (a written report from Cllr R Sutton) **(page 57)**
- (b) Kendal Community Theatre (a written report from Cllr R Sutton) **(page 58)**
- (c) Kendal Unity Festival (a written report from Cllr G Tirvengadam) (link to the video of the day: https://www.youtube.com/watch?v=4qi5Oq7_DPY) **(pages 59 to 79)**
- (d) Lancaster Canal Regeneration Partnership Executive Meeting (a written report from Cllr L Hendry) **(page 80)**

11. Notice of Motion – Divestment Policy of Cumbria Pension Fund (pages 81 to 82)

To consider a Motion proposed by Cllr S Blunden, and seconded by Cllr L Hendry (see attached).

12. Schedule of Payments (pages 83 to 84)

To receive the schedules of payments for November and December 2023 (see attached).

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Minutes of a meeting of Kendal Town Council held in the Town Hall, Highgate, Kendal, on Monday, 4 December 2023, at 7.34 p.m.

Councillors

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

In attendance: Chris Bagshaw (Town Clerk) and Inge Booth (Democratic Services Assistant).

Public Participation

No items were brought forward by the public.

Matt Burke addressed Council on proposals for a **Humanise Festival** in Kendal. Humanise Festival of Play aimed to create the opportunity for a town-based festival offering new and inspiring digital games experiences for the community. Matt sought to emphasise that the festival would challenge the widely-held preconception that digital gaming was time-wasting and anti-social. The festival would help all to understand the advantages of digital gaming and how it offered social contact, with large communities of people interacting and, in particular, how it could be life-changing for some, for example disadvantaged groups. The festival, due to be held in June, would be a ground-breaking event, and the Town Council would shortly be receiving an application for grant funding.

Matt responded to questions raised by Members and the Mayor thanked him for his contribution to the meeting, pointing out that his presentation had helped her to recognise the human element of digital gaming.

Matt Williams from Westmorland and Furness Council addressed Council about the **Levelling Up Fund** Round 3 award of £13.7 million to Kendal. The bid had been submitted to Government in July 2022, seeking £13.5 million towards Kendal Town Centre regeneration. This would be used to embed education in the heart of the Town, transforming under-used retail space and creating a better social, economic and built environment for all. The bid had been agreed by the Kendal Town Team, including representatives from Kendal Town Council, South Lakeland District Council, Cumbria County Council and Kendal Futures. Government had now written to Westmorland and Furness Council to advise that

the bid had been successful for Round 3 of the Fund due to its quality and deliverability. An award of up to £13.5m had provisionally been made to Westmorland and Furness Council. Levelling-Up Fund expenditure had to remain in the spirit of the original bid and could not be used to support different projects, although the Government recognised that some project adjustments may be needed due to inflationary pressures. All projects had to be delivered by March 2026. Matt explained how the bid had been informed by Kendal Vision and Kendal Town Centre Strategy and he provided an overview of the projects and individual sums involved, totalling £13,476,700:

- Kendal College Town Centre Campus 2nd Phase - £2,162,700.
- Kendal Indoor Market Hall Renovation - £4,170,000.
- Kendal Market Place Enhancements - £4,115,000.
- Kent Street Public Realm Improvements - £1,520,000.
- Riverside Walking and Cycling Route - £1,509,000.

Matt outlined the next steps, which were:

- Engagement with Government and confirmation of funding.
- Internal approvals to receive the funding and enter into grant agreement.
- Review and update of project costs.
- Develop detailed designs and carry out required surveys.
- Establish a governance structure for project delivery.
- Engagement with key stakeholders and public to input into detailed designs.

Matt responded to questions raised by Members and the Mayor thanked him for his contribution to the meeting. She said that the Town Council looked forward to being involved in any consultations moving forward.

55/2023 Apologies

Apologies for absence were received and accepted from Cllrs A Blackman, D Evans, A Finch, C Hardy, E Hennessy, S Long, D Miles, K Simpson, G Supka, P Thornton and G Tirvengadam.

56/2023 Declarations of Interest

No declarations of interest were raised under this item.

57/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

58/2023 Minutes of Last Meeting

Resolved: To receive the minutes of the meeting of the Council held on 2 October 2023 and to authorise the Chair to sign them as a true record.

59/2023 Minute Action Sheet

Members considered a report on actions taken by officers on resolutions or recommendations made at previous meetings of the Council. Whilst the Town Clerk had nothing further to add, he explained that Item Ref. No.5 in relation to the Civility and Respect Pledge was taking some time to work through due to the current staffing situation.

Resolved: To note the report.

60/2023 Mayor's Communications and Announcements

The agenda included a report from the Mayor on her recent activities. The Mayor drew particular attention to a number of events, including the Kendal Amateur Operatic Society's production of the Addams Family Musical; a lunch, match and remembrance event at Kendal Rugby Club; and Kendal Town Council/Fellside Forum trails' launch at Serpentine Wood. She urged Members to visit Serpentine Wood and to look at the new leaflets which were excellent.

Resolved: To note the report.

61/2023 Committee Memberships

Council was asked to consider the addition of Cllr S Long to the membership of the Culture and Communities Committee.

Resolved: To include Cllr S Long in the membership of the Culture and Communities Committee, with immediate effect.

62/2023 Budget 2024/25

Cllr C Russell, on behalf of the Management Committee Finance Sub-Group, presented a report on the draft budget for 2024/25, stating that this was an ambitious budget for an ambitious Council. The draft budget would help the Council implement its Plan for Kendal which had been agreed in the summer. The Council was increasingly working as a partner with Kendal BID, Kendal Futures, the Festivals of the Town, local businesses, its local communities and Westmorland and Furness Council, to ensure it had a sustainable and thriving Town that all local people and visitors could enjoy.

The report indicated that, In the preceding months, each Council committee had considered its likely budget requirements for 2024/25. These requirements had been collated and considered by the Management Committee's Budget Working Group. The Budget Working Group had prepared a draft budget for the Council to adopt. The Budget related mostly to the activities that the Council would fund from the Council Tax or other sources of revenue in the following year. The other significant sources of revenue were the Council Tax Support Grant, from Westmorland and Furness Council, and rental income from allotment holders. The Council Tax Support Grant would be considered by Westmorland and Furness Council in December, but there was reasonable cause to believe that it would remain constant, at least in the next financial year. Allotment rents were collected in January, so it would be January 2025 before the rental increase agreed by the Allotments Committee at its last meeting took effect. When these two sources of income had been removed from the total amount required, the remainder would become the amount to be 'precepted' from Council Tax payers in Kendal in the financial year 2024/25 (from 1 April 2024) – known as 'the Precept'. It would be the new year before Kendal Town Council was able to confirm its 'Precept demand' based on an accurate calculation of residents' Council Tax bills. The February meeting of the Full Council would confirm this. In 2023/24 Kendal Town Council had set a Precept of £567,997, which meant that the Town Council collected £52.66 from Band D residents in the town. The draft Budget detailed within the report indicated that Precept of £627,637 would be sufficient to balance the Council's income against revenue-based expenditure. Other expenditure, previously agreed as Development Fund spending, would continue to be funded from the Reserves earmarked for that purpose. The Column within the table headed 'Probable Spend', represented the current estimated outturn figures based on the information available at the time of writing.

Expenditure plans which could not be met through the revenue budget in this way, might be met by drawing on Reserves, the largest of which was the Community Infrastructure Levy (CIL) reserve. The allocation of CIL funding was managed by the Management Committee and was reported to the Full Council through the Committee's minutes.

A simplified analysis of current reserve projections was shown at the end of the report. The size of the General Reserve was still considered too low – as a rule it should represent three months revenue-funded expenditure. The Council maintained quite high levels of earmarked reserves. The Reserves also included money set aside from the Council Tax to contribute to the Flood wall, and money set aside to pay for elections every four years, and at least once per year as a by-election.

The Council's Management and Audit Committees would be looking at the medium term financial planning (MTFP) implications for this, with Management looking forward, and Audit reviewing expenditure to show how this would be rectified in the coming years.

Council was asked to approve the draft Revenue Budget shown within the report. The Budget would remain draft until the Council meeting in February 2024 when it would be confirmed following the publication of the Council Tax Support Grant, the various highway costs imposed by Westmorland and Furness Council and the Council Tax base.

Cllr Russell informed Council that, since publication of the report, news had been received that this year's Council Tax Support Grant of £33,000 from Westmorland and Furness Council would be paid, but that next year this figure, if required, would need to come from the precept or from other sources.

In presenting the report, Cllr Russell took the opportunity to thank both the Town Clerk and the Finance Officer, as well as all the Council Staff Team, for the work that they had undertaken with each committee to clarify each of the budget items.

In response to a query as to whether the Levelling-Up Fund award affected the draft budget, Cllr Russell explained that there had been an impact, although not in the direction hoped for.

Members welcomed the draft budget and the Chair expressed thanks to all involved in putting the figures together and a diligent and timely manner.

Resolved: To approve the draft Revenue Budget shown within the report and appended to these minutes.

63/2023 Reports and Minutes from Committees

The Council was presented with the following minutes from recent meetings of the Council's standing committees:-

- (a) Allotments Committee on 25 September 2023.
- (b) Audit Committee on 16 October 2023.
- (c) Culture and Communities Committee on 30 October 2023.
- (d) Environment Committee on 13 November 2023.
- (e) Kendal in Bloom Committee on 17 October 2023.
- (f) Management Committee on 6 November 2023.
- (g) Mayoralty and Heritage Committee on 9 October 2023.
- (h) Planning Committee on 2 October, 16 October, 6 November and 20 November 2023.

Cllr G Archibald, Vice-Chair of the Environment Committee, in presenting the minutes of that Committee, took the opportunity to highlight a number of its achievements, namely the enhancement of Kendal's biodiversity; supporting Kendal Vision; footpath improvements; and a Kendal Pumptrack. In response to a query seeking details on the proposed Pumptrack, Cllr Archibald and the Town Clerk explained that Community Infrastructure Levy funding was available, subject to approval by the Management Committee in January 2024 and a final decision on the Budget by Council in February, and that external funding would also be sought. Funding had already been identified for the design, and visuals were awaited and would be consulted on with the residents of Sandylands where the Pumptrack was proposed to be sited.

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

64/2023 Reports from Representatives on Outside Bodies

The Council considered the following reports from representatives on outside bodies:

- (a) Integrated Care Community Workshop (a written report from Cllr R Sutton).
- (b) South Lakeland Westmorland and Furness Diversity Equity and Inclusion Partnership (a written report from Cllr G Tirvengadam).
- (c) Lancaster Canal Regeneration Partnership Executive Meeting (a written report from Cllr L Hendry).

Resolved: To receive the reports from representatives on outside organisations.

65/2023 Notice of Motion – Israel-Hamas War

Cllr L Hendry presented the following Motion included within the agenda which had been proposed by herself and seconded by Cllr J Dunlop. Cllr Hendry drew attention to the detrimental effect of the conflict on the Jewish and Palestinian community and their families and friends within Kendal and the UK.

"This Council:

- *Expresses its deep sympathy for anyone in Kendal affected by the conflict in Israel and Palestine, both in the Gaza strip and in the West Bank;*
- *Believes that Muslims, Jews and people of all faiths and none should feel safe and supported, in Kendal and throughout the world and condemns the increase of antisemitic and Islamophobic violence and abuse in the UK;*
- *Urges, the UK government, via a letter to the Foreign Secretary, to call for an immediate, and permanent, ceasefire so that all hostages can be safely returned and meaningful peace negotiations started, as opposed to brief 'humanitarian pauses';*
- *Urges the government to do all in its power to secure a just and lasting peace for the Palestinian people;*
- *Submits this motion, once passed, to Westmorland and Furness Council in order that it may pass it, or something like it, and enact it at the first opportunity."*

Since publication of the agenda, by agreement between Cllrs Hendry and Cornthwaite who was now acting as seconder for the motion, the penultimate bullet point had been altered to read, "Urges the government to do all in its power to secure and lasting peace for the Palestinian and Israeli people."

Cllr M Severn pointed out that people in Israel were also affected by the conflict and, therefore, proposed an amendment to the Motion, to end the first bullet point immediately after the word “Palestine”, removing the remainder of the sentence. Both Cllrs Hendry and Cornthwaite were content to take the amendment on board.

Cllr G Archibald proposed a further amendment to remove the word “permanent” from the third bullet point, being of the opinion that the word “permanent” implied that Hamas could continue its campaign against Jewish people. Some discussion took place, during which Cllr Dunlop suggested that the word “permanent” might be replaced with “long-lasting”. Cllrs Hendry and Cornthwaite agreed to take this amendment on board.

Following a vote, it was

Resolved: To carry the motion as amended prior to and at the meeting.

66/2023 Schedule of Payments

The Council was presented with the schedules of payments for September and October 2023. The Town Clerk highlighted a number of items contained within the schedules.

Resolved: To receive the schedules of payments for September and October 2023.

The meeting closed at 9.31 p.m.

Appendix

Kendal Town Council**DRAFT Revenue Budget 2024-2025**

Committee	Item	23-24 Budget	Prob spend	From other sources	24-25	Change
Allotments	Water	1,800	1,800		1,950	8%
	Rent	950	1,040		1,050	11%
	Pest Control	3,000	3,000		3,200	7%
	Maintenance	8,800	8,800		9,000	2%
Bloom	Displays	26,500	26,500		30,000	13%
	Projects and Grants	8,500	6,000		6,000	-29%
Culture & Community	Community Grants	43,000	43,000		43,000	0%
	Festival Grants	25,000	25,000		23,000	-8%
	Christmas Lighting	18,000	18,000		30,000	67%
	Lights infrastructure	3,000	4,726		5,000	6%
	Electricity	850	850		1,100	29%
	Switch on	4,500	8,470		10,000	18%
	Bunting	1,250	1,100		1,500	20%
	Coronation	10,000	6,032		-	-100%
	Cultural initiatives	-	-		5,000	
Environment	Infrastructure Maintenance	3,700	3,700		5,000	-41%
	Footway lighting	4,200	4,200		5,000	19%
	Waste Bin servicing	3,000	2,650		3,250	8%
	Project Birdcage	-	-	5,000		
	Project Biodiversity Grants	-	-	-	10,000	
	Project Wildflower planting				6,400	
	Footpath enhancements	-	-	50,000		
	Project Easy Travel	-	-	50,000		
	Project Pumptrack	-	-	50,000		
Management	Premises Rent and services	16,872	16,872		17,000	1%

Committee	Item	23-24 Budget	Prob spend	From other sources	24-25	Change
	Premises Equipment	2,678	2,678		2,778	4%
	Premises Alarms	1,850	1,850		1,850	0%
	Premises PPE	100	100		1,000	900%
	IT Support	6,854	6,854		7,050	3%
	IT Website	1,250	1,250		1,500	20%
	IT Equipment/software	5,879	5,879		7,400	26%
	IT other	17	605		750	137%
	Newsletter	12,500	12,500		13,000	4%
	insurance	5,386	5,387		5,400	0%
	HR	2,930	4,000		4,500	13%
	Audit	2,800	2,800		3,800	36%
	Vouchers and Payroll	884	720		720	-19%
	Other	530	100		100	-81%
	Printing & Stationery	2,100	2,100		2,100	0%
	Equipment	1,000	1,000		1,000	0%
	Photocopier	1,398	1,398		1,500	7%
	General inc repairs	2,902	500		500	-83%
	Subscriptions	3,000	2,896		3,000	0%
	Vehicle fuel	1,250	1,000		1,200	-4%
	Vehicle Repairs	2,500	2,100		2,600	4%
	Insurance/tax/MOT	1,300	1,300		1,300	0%
	Staffing	278,000	280,000		310,700	12%
	Staffing Training	2,000	2,000		3,000	50%
	Elections Ward	-	-		-	
	Elections Fund	30,000	30,000		10,000	-67%
	Futures Manager	10,000	10,000		10,800	8%
	Futures Vision	5,500	5,500		5,000	-9%
	Kendal Vision support	-	-	30,000		
	Diversity	150	150			0%
Mayoralty & Heritage	Mayoral Allowance	5,524	5,000		5,000	-9%
	Mayoral Travel	800	500		800	0%
	Mayor Making	2,200	2,200		2,500	14%
	Torchlight	1,730	1,730		2,000	16%
	Remembrance	300	300		350	17%
	Pictures and others	100	100		250	150%
	Functions	3,170	3,170		4,000	26%

Committee	Item	23-24 Budget	Prob spend	From other sources	24-25	Change
	Twinning	1,500	1,500		1,500	0%
	Exhibition	1,000	1,000		1,000	0%
	Museum	2,000	2,000		2,000	0%
	Visit Kendal	16,600				
	Kirkland Banners		1,500		1,600	7%
	VK leaflets		8,280		9,000	9%
	VK Website		2,500		3,000	20%
	VK Content Coordinator		6,770		7,250	7%
Planning	Flood	20,000	20,000		20,000	0%
	Neighbourhood Planning	-	-		2,500	
	Training	-	-		2,500	
Total		623,624	622,807	185,000	684,248	9.7%
Income	W&F Support Grant	33,046			33,000	
	Allotment Rents	23,500			24,200	
	23/24 Precept	567,997		Proposed precept	627,637	10.5%
	Revenue total	624,543			684,837	

Reserves Projection at 27 November 2023

	1 April 2023	31 March 2024	Comments
General fund	30,260	36,853	
Development	151,019	6,140	Assuming all allocated funds to Projects are spent in year
Flood Scheme	110,000	130,000	Final allocation of £20,000 due 1 April 2024
Other Reserves	91,738	112,847	Other earmarked funds include Allotment, Arts, Wainwright and Elections reserves
CIL	82,981	157,962	Assuming no further allocations from CIL this year

Full Council - Minute Action Sheet - as at 29 January 2024								
Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
1	05/12/2022	46/2022	Notice of Motion – Short Term Holiday Letting and Housing Supply	Action as necessary	CB		Letter written to Secretary of State	No reply to date other than acknowledgement
3	31/07/2023	26/2023	Minute Action Sheet	The Town Clerk to make further contact with the Secretary of State with regard to Short Term Holiday Letting and Housing Supply.	CB		Email September 2023	
4	31/07/2023	37/2023	Mayor's Communications and Announcements	The Town Clerk to make arrangements for the publication of a full diary of forthcoming events due to be attended by the Mayor.	CB		in progress	
5	31/07/2023	40/2023	Civility and Respect Pledge	To sign up to the Pledge from the National Association of Local Councils, however, to pass on to the Management Committee consideration of the statements and any steps required, including any changes that may be required to the Council's Code of Conduct, with input to be sought from all Members.	CB			Being considered through Management Committee
9	31/07/2023	44/2023	Reports from Representatives on Outside Bodies	Cllr Sutton to follow up the matter of improved access for Members to ICC information	CB			

Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
10	31/07/2023	44/2023	Reports from Representatives on Outside Bodies	The Town Clerk to address the issue of training on LGBTQIA+ terminology within the Respect agenda.	CB		In progress	
11	31/07/2023	44/2023	Reports from Representatives on Outside Bodies	The Town Clerk to pursue the matter of the Town Council's relationship with Kendal Bid.	CB		in progress	
13	31/07/2023	45/2023	Schedule of Payments	To bring a report to the next meeting of the Management Committee on publicity around footpath improvements.	CB		In progress	
15	11/12/2023	65/2023	Notice of Motion – Israel-Hamas War	To carry the motion as amended prior to and at the meeting. I.e. to submit the motion as passed to Westmorland and Furness Council in order that it may pass it, or something like it, and enact it at the first opportunity.	CB		14-Dec-23	Reply from FCDO copied to all members 18 Dec 2023

Kendal Town Council

Full Council – 5th February 2024

Mayoral Engagements to January 2024

Engagements from end of November '23 to January '24

Event Date	Time	Mayor or DM	Organisation	Event	Venue
30/11/23	11.30am	M	Kendal Parish Church	Kendal Relief In Need AGM	Kendal Parish Church
02/12/23	11.00am	M	Whiskey Festival	Meet and Greet Ambassadors	Parlour
06/12/23	10.00am	M	WOSP	Christmas Coffee Morning	Dowkers Lane
06/12/23	6.00pm	M	Kendal Futures	Christmas drinks	Abbot Hall
07/12/23	7.30pm	M	Kendal Community Theatre	Performance of the Snow Queen	Kendal Town Hall
08/12/23	7.30pm	M	K-Shoes	Christmas Concert	Methodist Church
09/12/23	9.30am	M	Royal British Legion	Veterans Breakfast	Weatherspoons
14/12/23	10.00am	M	Springfield	Christmas Coffee Morning	Stricklandgate House
15/12/23	2.00pm	M	Waste into Wellbeing	Opening of The Eddington	The Eddington
15/12/23	3.00pm	M	Kendal College	Wildman Street Christmas Market	Wildman Street Gallery
16/12/23	9.30am	M	KTC	Mayor's Christmas coffee morning	Town Hall
16/12/23	2.00pm	M	Life Steps and Friends Club	Carol Service	Unitarian Chapel
16/12/23	7.00pm	M	Kendal South Choir	Carol Service	St Thomas' Church
17/12/23	4.00pm	M	Kendal Parish Church	Church Service	Kendal Parish Church
10/01/24	10.00am	M	Bendrigg Trust	Visit	Bendrigg Trust Lodge Old Hutton
22/01/24	12:00	M	Carer Support South Lakes and Brandreth Foods	Luncheon	Netherfield Cricket Club
23/01/24	10.00am	M	KTC	Staff Team Meeting	Online
24/01/24	7.30pm	M	Kendal Rinteln Association	AGM	Kendal Rugby Club
27/01/24	2.00pm	M	Rotary	Model Railway Exhibition	Kendal Leisure Centre

Kendal Town Council

Agenda Report

Committee: Full Council	Meeting Date: 5 February 2024
From: Town Clerk	Agenda No: 8
Description: To consider the Council's Budget for 2024-2025	

Background

The Council agreed a Draft Budget at its meeting in December. This has now been set alongside the Council Tax Base figure published on 22 December to calculate the actual Band D rates from which bills are calculated.

Following the meeting of the Management Committee on 8 January, the Budget Working Group was asked to accommodate a 10.5% rise in the Council Tax, alongside adjustments to the Council's staffing structure, which included provision for a Full time (37 hours) position to replace the 30 hours previously undertaken by the Development Manager. This is to be supplemented by an additional administrative post, from within the budget proposed.

The resulting budget is shown below, along with a table showing how the Council Tax base of 10933.36 affects bills. The previous year's (2023-24) Tax base was 10785.7 (10730.14 in 2022-23).

Because the Council Tax Base has grown, a 10.5 per cent increase in the Council Tax results in a 12 per cent increase in the Precept.

Decision Required

The Council is asked to approve the Revenue Budget shown below and submit a Precept demand of £636,157 to the collecting authority.

DRAFT Revenue Budget 2024-2025

Committee	Item	23-24 Budget	Forecast spend	From other sources	24-25
Allotments	Water	1,800	1,800		1,950
	Rent	950	960		1,050
	Pest Control	3,000	3,000		3,200
	Maintenance	8,800	8,800		9,000
Bloom	Displays	26,500	26,500		30,000
	Projects and Grants	8,500	6,000		6,000

Culture & Community	Community Grants	43,000	43,000		43,000
	Festival Grants	25,000	25,000		23,000
	Christmas Lighting	18,000	18,000		30,000
	Lights infrastructure	4,726	4,726		5,000
	Electricity	850	850		1,100
	Switch on	6,742	8,470		10,000
	Bunting	1,250	1,250		1,500
	Coronation	6,032	6,032		-
	Cultural initiatives	-	-		5,000
Environment	Infrastructure Maintenance	3,700	3,700		5,000
	Footway lighting	4,200	4,200		5,000
	Waste Bin servicing	3,000	2,650		3,250
	Project Birdcage	-	-		5,000
	Project Biodiversity Grants	-	-	-	10,000
	Project Wildflower planting				6,400
	Footpath enhancements	-	-	50,000	
	Project Easy Travel	-	-	50,000	
	Project Pumptrack	-	-	35,000	
Management	Premises Rent and services	16,872	16,872		17,000
	Premises Equipment	2,678	2,678		2,778
	Premises Alarms	1,850	1,850		1,850
	Premises PPE	100	100		1,000
	IT Support	6,854	6,854		7,050
	IT Website	1,250	1,250		1,500
	IT Equipment/ software	5,879	5,879		7,400
	IT other	17	605		750
	Newsletter	12,500	12,500		13,000
	Insurance	5,386	5,387		5,400
	HR	4,000	4,000		4,500

	Audit	2,800	2,800		3,800
	Vouchers and Payroll	884	720		720
	Other	530	100		100
	Printing & Stationery	2,100	2,100		2,100
	Equipment	1,000	1,000		1,000
	Photocopier	1,398	1,398		1,500
	General inc repairs	2,402	500		500
	Subscriptions	3,000	2,896		3,000
	Vehicle fuel	1,200	1,000		1,200
	Vehicle Repairs	2,500	2,100		2,600
	Insurance/tax/MOT	1,300	1,300		1,300
	Staffing	278,000	280,000		319,000
	Staffing Training	2,000	2,000		3,000
	Elections Ward	-	-		-
	Elections Fund	30,000	30,000		10,000
	Futures Manager	10,000	10,000		10,800
	Futures Vision	5,500	5,500		5,000
	Kendal Vision support	-	-	30,000	
	Diversity	150	150		
Mayoralty & Heritage	Mayoral Allowance	5,524	5,000		5,000
	Mayoral Travel	800	500		800
	Mayor Making	2,200	2,200		2,500
	Torchlight	1,730	1,730		2,000
	Remembrance	300	300		350
	Pictures and others	100	100		250
	Functions	3,170	3,170		4,000
	Twinning	1,500	1,500		1,500
	Exhibition	1,000	1,000		1,000
	Museum	2,000	2,000		2,000
	Visit Kendal	16,600			
	Kirkland Banners		1,500		1,600
	VK leaflets		8,280		9,000
	VK Website		2,500		3,000
	VK Content Coordinator		6,770		7,250
Planning	Flood	20,000	20,000		20,000

	Neighbourhood Planning	-	-		2,500
	Training	-	-		2,500
Total		623,624	623,027	170,000	697,548
Income	W&F Support Grant	33,046			33,000
	Allotment Rents	23,500			24,200
	Bank interest	0	4,000		4,500
	23/24 Precept	567,997		Proposed precept	636,157
	Revenue total	624,543			697,857

How this affects Council Tax Payers in Kendal civil parish.

Numbers refer to the parish element of Council Tax bills.

Council Tax Band	Council Tax in 22-23	Proposed Council Tax 23-24	Percentage increase	Equivalent in pence per week
Band A	35.11	38.79	10.5%	7
Band B	40.96	45.25	10.5%	8
Band C	46.81	51.72	10.5%	9
Band D	52.66	58.18	10.5%	11
Band E	64.36	71.11	10.5%	13
Band F	70.22	77.58	10.5%	14

Kendal Town Council

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



Minutes of a meeting of the Environment and Highways Committee held on Monday, 15 January 2024, at 7.00 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr G Archibald (Vice-Chair)	Present	Cllr S Blunden	Present
Cllr D Brown	Present	Cllr J Cornthwaite	Present
Cllr M Helme	Present	Cllr E Hennessy (Chair)	Present
Cllr S Long	Present	Cllr C Russell	Present
Cllr K Simpson	Present		

In attendance: Town Clerk (Chris Bagshaw), Inge Booth (Democratic Services Assistant), and Anne-Marie Sanderson (Projects Officer).

E57/2023 Chair's Announcement

The Chair informed Members of the recent passing of Windermere Town Mayor, Cllr Leith Hallatsch. The Committee paid silent tribute to Leith, who had been a passionate advocate for his community. The Chair asked the Town Clerk to pass on the Committee's condolences to Leith's family and friends and colleagues on Windermere Town Council.

E58/2023 Apologies

There were no apologies for absence, all Members of the Committee being present at the meeting.

E59/2023 Declarations of Interest

No declarations of interest were raised under this item.

E60/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

E61/2023 Minutes of the Previous Meeting

Resolved: To receive the minutes of the meeting of the Committee held on 13 November 2023 and to authorise the Chair to sign them as a true record.

E62/2023 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings. The Projects Officer indicated that work on the Dark Skies Project was due to commence at the end of February and that the remaining items were covered within the agenda for the meeting.

Attention was drawn to Minute No.E51/2023 (Easy Transport Kendal Proposal) of the previous meeting of the Committee and to the fact that the action required in relation to its resolution did not appear on the Minute Action Sheet.

Resolved: To reinstate the action in relation to Minute No.E51/2023 within the Minute Action Sheet.

Resolved: To note the Minute Action Sheet.

E63/2023 Project Update Report

The Committee was presented with a report including an update of ongoing projects.

Discussion took place on Public Realm Improvements at Bowling Fell and as to what work should be prioritised as regards access or interpretation. Committee Members felt that it was important to seek the views of the relevant local councillors and the Town Clerk suggested that he would also approach Fellside Forum for their input. In addition, it was raised that the naming of the area would need to form part of the discussions with Members and local interested groups. It was, however, felt that all three of the area's names (Castle Howe, Bowling Fell and the Monument) should be reflected within the interpretative signs.

Resolved: To approach the relevant local councillors and Fellside Forum with regard to prioritisation of works at Bowling Fell.

Discussion took place on the LCWIP (Local Cycling and Walking Infrastructure Plan) which had been a key piece of work carried out by the former Cumbria County Council and the need for the Town Council to take a leadership role on how this affected Kendal, also involving Kendal Futures. Raised, however, was the need not to simply focus on the LCWIP but to also bear in mind the work currently being carried out by Westmorland and Furness Council in relation to footpaths and cycleways throughout its area. The need to push Westmorland and Furness Council officers on this and on 20mph was stressed and the Chair drew attention to his forthcoming meeting with Westmorland and Furness Council on 20mph at which he would raise cycling and walking. The difficulty in developing cycle-friendly routes within Kendal was, however, highlighted. Attention was further drawn to the cycle route on Shap Road which, it was pointed out, was not yet an entirely resolved cycle route.

Resolved: To follow up discussions on cycle ways within Kendal and to include as an action point within the project update report.

Raised was the question of future reporting of the Flood Relief Group which currently reported to the Planning Committee, it being pointed out that the Group's work now pertained better to the Environment Committee, with the initial work having been Planning related. The Town Clerk agreed that now was a good time to take a view on where the Group should sit and to re-allocate the task for the wider corridor agenda, with the Council's reserve allocation for the glass panels due to be paid after 1 April. He pointed out that this was a decision for the Management Committee.

Resolved: To ask the Management Committee to consider where the Flood Relief Group should sit moving forward with regard to discussions on the wider corridor agenda.

Resolved: To note the Project Update Report.

E64/2023 Environment Budget 2023/24

The Town Clerk presented a report on the Environment Budget 2023/24. He referred to a quote received earlier in the day of £750 to £800 to repair the bench on Burneside Road which would come from the Infrastructure Maintenance Budget. He was also able to confirm that Westmorland and Furness Council would not be collecting money from the Town Council this year for footway lighting due to the relevant Portfolio Holder having called for a review of how footway lighting was funded. The figure put aside for this had been £4,200, however, the Town Clerk felt that it was prudent to keep this figure in the 2024/25 Budget and then, if unspent, to put that amount back into the Footway Lighting Budget to spend on improvements and to make the Town Council Dark Skies compliant. Members welcomed this stance and asked for Footway Lighting to be added to the Project Update Report.

Resolved: If unspent, to authorise the Responsible Finance Officer to carry forward the sum of £4,200 into next year's Budget for improvements to Footway Lighting.

Resolved: To include Footway Lighting within the Project Update Report.

Clarification was provided around where projects remained incomplete this year, with some money remaining unspent as a result of the current staffing issues. It was pointed out that any money allocated could be carried through the funding cycle. The Town Clerk explained that it was not always easy to spend project money, however, was pleased to report that the first tranche of support for the sustainable hub at 106 Highgate had now been passed to Waste into Wellbeing.

Raised was the importance of the Eddington Centre as a key resource within the Town and the fact that the Council should keep in touch with the project. The need to keep bureaucracy to a minimum was, however, stressed and the Town Clerk drew attention to the relevant budget line which would ensure oversight of the situation.

Resolved: To include the Eddington Centre within the Project Update Report and to alter the title within the Budget from "Climate Hub and Café" to "Eddington Centre".

Some concern was expressed around the footpath from Wattsfield Lane to the Sewage Works and the Vice-Chair undertook to follow this matter up with Westmorland and Furness Council. The Town Clerk drew attention to the fact that this had come forward as a new project and to a £25,000 offer of support from United Utilities for improvements to this footpath. He suggested that this project should be included within the Project Update Report, pointing out that Government arrangements would need to be followed to ensure that the money was spent correctly. The need for a composite footpath log was raised. Attention was drawn to the ambition of the relevant Westmorland and Furness Portfolio Holder to upgrade footpaths throughout the area and the significant figure within that Council's Budget for this work.

Resolved: The Vice-Chair to pursue the matter of the footpath from Wattsfield Lane to the Sewage Works with Westmorland and Furness Council.

Resolved: To include the Wattsfield Lane to Sewage Works footpath project within the Project Update Report.

E65/2023 Natural Kendal

Cllr C Russell, having first outlined the history behind Natural Kendal, provided a verbal update on Natural Kendal's current progress and their plans for a conference in May 2024. The aim of the conference was to publicly launch Natural Kendal; to encourage people to

join in with groups actively promoting biodiversity within and around Kendal; and to establish Natural Kendal as the Nature Recovery Partnership/Network for Kendal, bringing together the work of Kendal Town Council, Westmorland and Furness Council and all local groups concerned about delivering nature recovery in Kendal. The conference was due to be held on Saturday, 18 May 2024, at Kendal Museum and Kendal College Art and Media Faculty.

Cllr Russell hoped that the Town Council would continue to back the initiative, explaining that whilst the Community Interest Company was to be maintained, a partnership was now also being formed which, he hoped, that Westmorland and Furness Council would also become part of.

Resolved: To note the verbal update.

E66/2023 Oxenholme Environment

The Town Clerk reported that the Council had proposed that new bins be installed on Helmside Road in Oxenholme. Westmorland and Furness Council officers had assessed the proposed sites and had recommended that no new bins be installed. Only one site (at the Station end of Helmside Road) had been considered to be practical and safe, if the Town Council wished to insist on installation. Other issues included the improvements to or maintenance of noticeboards, pavements, open spaces and road safety, that would improve the environment in that neighbourhood.

The Town Clerk asked the Committee to consider the response from Westmorland and Furness Council on the Town Council's requests for more bins on Helmside Road and to consider what further measures were required to ensure that Oxenholme village received the necessary investment in infrastructure services provided by the Town Council.

A lengthy discussion ensued, during which Members expressed the wish to offer support for the installation of a bin at the Station End of Helmside Road. Also discussed was the need to put out regular requests to all Town Council Members to ask what they felt was required in terms of improvements within their areas, also recommending that they discuss the issues with their local Westmorland and Furness Council Member. The Committee could then consider any suggestions to see if the work could be carried out by the Town Council or whether to send on a request to the Westmorland and Furness Council Locality Board.

Attention was drawn to the fact that Westmorland and Furness Council might currently be carrying out a strategic review of bins within its area.

The Town Clerk pointed out that Westmorland and Furness Council had to be relied on to empty bins. He further stressed the need for the development of policies and criteria in relation to improvements on bins, railings, lighting, etc. He referred to the review of lighting also currently being carried out by Westmorland and Furness Council, however, also pointed out that the Town Council was a Footway Lighting Authority in its own right. He explained that the Projects Officer and himself were currently looking at options for solar installations for footway lighting which may be suitable in some isolated areas, particularly in locations where Westmorland and Furness Council did not feel that they did not meet their criteria.

Members wished to clarify whether a new bin, if approved, would be emptied by Westmorland and Furness Council. The Town Clerk explained how this would work, with the Town Council sponsoring a bin and paying a sum each year in order for it to be emptied on a regular basis. He explained that the cost of emptying the proposed bin would be £450 per annum. It was, however, noted that the Council currently paid less for emptying of the bins that it already sponsored. To this end, it was suggested that a detailed report should be brought to a future meeting of the Committee, including a clear framework and policy on bins

and that the relevant Westmorland and Furness Council Portfolio Holder should be approached with regard to the higher tier's policy, that council having responsibility for bins.

Resolved: The Town Clerk to bring a full and detailed report on bins, including a clear framework and policy, to a future meeting of the Committee, also liaising with the relevant Westmorland and Furness Council Portfolio Holder with regard that that tier's policy.

Part Two

The following item of business was considered following a resolution to exclude the Press and Public, due to the confidential or commercial sensitivity.

E67/2023 Mintsfeet Footpath

The Town Clerk reported that contractors working on the Environment Agency flood risk management scheme had suggested that they would be well-placed to commence footpath work on the Town Council land at Mintsfeet. This was with regard to the improvement of the footpath between Mintsfeet nature area and Dockray Bridge, and its connection to Beezon Fields nature area. He further reported on initial costings and necessary procedures to be followed by putting the work out to tender through the Government Portal.

Resolved: To put the work regarding improvements of the footpath between Mintsfeet nature area and Dockray Bridge, and its connection to Beezon Fields nature area, out to tender through the Government Portal.

During discussion, the Town Clerk having advised on the amount of funding available from the Town Council, it was suggested that Westmorland and Furness Council should be approached on the matter seeking financial support for the remaining amount.

Resolved: To write to the Westmorland and Furness Council Finance Officer, relevant Portfolio Holder and Locality Board, copying in the Chair and Vice-Chair of the Environment Committee, seeking financial support for the remaining amount of funding required for the improvement of the footpath between Mintsfeet nature area and Dockray Bridge, and its connection to Beezon Fields.

Members' attention was drawn to the fact that Westmorland and Furness Council was currently carrying out a review of pathways throughout its area and Members were keen to hear more about this plan which, it was felt, offered a great amount of potential. In addition, Members expressed an interest in finding out about the work of the South Lakeland Locality Board and its working groups. They wished to find out how the Town Council could become involved and, in addition, how it could be represented on the Group.

Resolved: To invite the relevant Westmorland and Furness Portfolio Holder to address the Committee on its area-wide footpath plan and, in addition to invite the Chair of Westmorland and Furness Council's South Lakeland Locality Board to address the Committee on its work and that of its working groups, and to advise on how the Town Council can become involved and represented.

Part One

The remainder of the meeting was re-opened to the Press and Public.

Note – Cllr G Archibald took the Chair for the following item of business.

E68/2023 Policies Requiring Development/Update

The Town Clerk referred to discussion within the previous item on a bin policy (Minute No.E67/2023 above) and reported that officers were currently drafting policies for consideration by the Committee in the following areas: bus shelters and their adoption; footway lighting; bins; footpath improvements and maintenance; pollinator projects; Japanese knotweed; and tree management. He asked Members whether there were any other areas where policies needed to be developed to ensure the equitable and sustainable distribution of its resources, in line with the Council Plan.

Raised was the need to refer to “invasive species” and not merely “Japanese knotweed”. Members were keen to ensure that Kendal Town Council’s distinct perspective on cycling and walking was addressed and, in addition, to stress that the Council worked in partnership with Kendal Futures on this aspect, particularly with regard to any consultation on the matter and how routes might be developed.

Resolved: To refer to “invasive species” rather than “Japanese Knotweed” and to develop a policy on cycling and walking, as outlined above.

Note – Cllr E Hennessy resumed the Chair for the remainder of the meeting.

E69/2023 Items for Press Coverage and the Newsletter

Consideration was given to which items from the meeting should be the subject of press coverage this week.

Resolved: To publicise the following:

- (1) improvements to Bowling Fell around accessibility and waymarking, as well as interpretation of the site’s historical significance and some pollinator planting;
- (2) footpath improvements; and
- (3) the formal ceremony relating to the award of the biodiversity grant to Friends of Nobles rest.

The meeting closed at 9.00 p.m.

Kendal Town Council

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



Minutes of a meeting of the Management Committee held on Monday, 8 January 2024, at 7.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr A Blackman	Present	Cllr H Ladhams	Present
Cllr S Coleman (Chair)	Present	Cllr S Long	Present
Cllr J Dunlop	Present	Cllr D Rathbone (Vice-Chair)	Present
Cllr A Finch	Apologies	Cllr C Russell	Present
Cllr E Hennessy	Present		

Also present: Cllr S Blunden was also in attendance at the meeting, however, whilst taking part in debate, did not vote on any of the items, as not a Member of the Committee. In addition, one member of the public was present for part of the meeting.

Officers in attendance: Chris Bagshaw (Town Clerk) and Inge Booth (Democratic Services Assistant).

M50/2023 Apologies

An apology for absence was received and accepted from Cllr A Finch.

M51/2023 Declarations of Interest

No declarations of interest were raised under this item.

M52/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

M53/2023 Minutes of the Previous Meeting

Resolved: To receive the minutes of the previous meeting of the Management Committee held on 6 November 2023 and to authorise the Chairman to sign them as a true record.

M54/2023 Minute Action Sheet

Members considered a report on actions taken by officers on resolutions or recommendations made at previous meetings. The Town Clerk explained that there remained a number of outstanding actions as a result of the current staffing situation. He hoped that the next edition of the Newsletter would be out by end February/early March.

Attention was drawn to the need to remove from the sheet items which had already been actioned, for example Item 32 (Council Open Space Land Acquisitions). With reference to Item 31 (Community Governance Review), the need to diarise when action was required was stressed. With this in mind, it was suggested that a working group of the Planning Committee should be established in order to consider proposals for new boundaries and ward sizes, with some new developments having had a massive impact on figures; this working group could be opened up to any Member who might wish to

join. In addition, referring to Item 3 (Council Activity Report) and actions to improve the Council's Website, the Town Clerk explained that this had been put on hold, also as a result of the current staffing situation. It was, therefore, suggested that a working group of the Management Committee should be established in order to find out what Members hoped to see, and the Town Clerk further suggested that Members might draw his attention to good examples.

Resolved: To remove those items which have been actioned from the report.

Resolved: To diarise when actions are required in relation to Item 31 (Community Governance Review) and to request the Planning Committee to set up a working group, open to all Members who wish to take part, to consider proposals for new boundaries and ward sizes.

Resolved: With reference to Item 3 (Council Activity Report) and actions to improve the Council's Website, to establish a working group of the Management Committee to find out what Members hope to see, with any good examples to be drawn to the attention of the Town Clerk.

Resolved: To note the report.

M55/2023 Council Activity Report

The Town Clerk presented a report on progress made across the various actions the Council was involved in. He explained that the document was a work in progress and that he intended to carry out more work in its development in order to make clear what work was being carried out in relation to each area of the Council Plan.

Attention was drawn to the potential for the Culture and Communities Committee to take on the lead role in relation to "Thriving Towns" which, it was felt, was at the heart of the work carried out by that Committee. In addition, the potential for the improved Website to enable users to click through items and see the story of work being carried out in each area was suggested.

The Chair thanked the Town Clerk for his work to date in this area and looked forward to being able to start to measure how the aspirations of the Council Plan were being achieved.

Resolved: To note the report.

M56/2023 Budget 2023-24

The Committee reviewed the expenditure against budget in the current year, with the Town Clerk advising that the Council was doing well in meeting its predictions. He referred to slight changes in staffing arrangements which meant that the predictions on staff gross pay were down. In addition, he drew attention to the Newsletter having missed its deadline and to the potential for the premises rent review to result in a rebate. He also explained that he was currently seeking clarification from Westmorland and Furness Council with regard to footway lighting which may have implications on the budget.

The Town Clerk responded to a number of queries raised by Members, providing reasons as to why money had not yet been spent on large projects, the reason for which in some cases was due to the current staffing situation and in others due to colleagues at Westmorland and Furness Council currently being unable to deliver in some areas. The potential for the Council running the risk of underspending the budget was stressed and it was suggested that this issue should be examined by the Audit Committee, with the Chair of that Committee working together with the Town Clerk prior to its next meeting. The Town Clerk explained that most of the relevant projects were already held in reserves where the money would remain until spent or until the Council decided otherwise. Members expressed support for the proposal for the Audit Committee to examine reserves. In addition, it was suggested that where money remained unspent in 2024/25, then Council should be asked to give

consideration to the matter.

Resolved: The Audit Committee be requested to examine reserves at its next meeting, with the Chair of that Committee to meet with the Town Clerk in the meantime.

Resolved: To note the report.

M57/2023 Budget 2024-25

The Town Clerk presented the report which had been included on the agenda. The Council had agreed a Draft Budget at its meeting in December. This could now be set alongside the Council Tax Base figure published on 22 December to calculate the actual Band D rates from which bills were calculated.

The agreed budget was shown, as set out below, along with a table showing how the Council Tax base of 10933.36 affected bills (also shown below). The previous year's (2023-24) Tax base had been 10785.7 (10730.14 in 2022-23).

Because the Council Tax Base had grown, a 9 per cent increase in the Council Tax produced a 10.5 per cent increase in Precepted income.

DRAFT Revenue Budget 2024-2025

Committee	Item	23-24 Budget	Prob spend	From other sources	24-25	Change
Allotments	Water	1,800	1,800		1,950	8%
	Rent	950	1,040		1,050	11%
	Pest Control	3,000	3,000		3,200	7%
	Maintenance	8,800	8,800		9,000	2%
Bloom	Displays	26,500	26,500		30,000	13%
	Projects and Grants	8,500	6,000		6,000	-29%
Culture & Community	Community Grants	43,000	43,000		43,000	0%
	Festival Grants	25,000	25,000		23,000	-8%
	Christmas Lighting	18,000	18,000		30,000	67%
	Lights infrastructure	3,000	4,726		5,000	6%
	Electricity	850	850		1,100	29%
	Switch on	4,500	8,470		10,000	18%
	Bunting	1,250	1,100		1,500	20%
	Coronation	10,000	6,032		-	-100%
	Cultural initiatives	-	-		5,000	

Committee	Item	23-24 Budget	Prob spend	From other sources	24-25	Change
Environment	Infrastructure Maintenance	3,700	3,700		5,000	-41%
	Footway lighting	4,200	4,200		5,000	19%
	Waste Bin servicing	3,000	2,650		3,250	8%
	Project Birdcage	-	-	5,000		
	Project Biodiversity Grants	-	-	-	10,000	
	Project Wildflower planting				6,400	
	Footpath enhancements	-	-	50,000		
	Project Easy Travel	-	-	50,000		
	Project Pumptrack	-	-	50,000		
Management	Premises Rent and services	16,872	16,872		17,000	1%
	Premises Equipment	2,678	2,678		2,778	4%
	Premises Alarms	1,850	1,850		1,850	0%
	Premises PPE	100	100		1,000	900%
	IT Support	6,854	6,854		7,050	3%
	IT Website	1,250	1,250		1,500	20%
	IT Equipment/software	5,879	5,879		7,400	26%
	IT other	17	605		750	137%
	Newsletter	12,500	12,500		13,000	4%
	insurance	5,386	5,387		5,400	0%
	HR	2,930	4,000		4,500	13%
	Audit	2,800	2,800		3,800	36%
	Vouchers and Payroll	884	720		720	-19%
	Other	530	100		100	-81%
	Printing & Stationery	2,100	2,100		2,100	0%
	Equipment	1,000	1,000		1,000	0%
	Photocopier	1,398	1,398		1,500	7%
	General inc repairs	2,902	500		500	-83%
	Subscriptions	3,000	2,896		3,000	0%
	Vehicle fuel	1,250	1,000		1,200	-4%
	Vehicle Repairs	2,500	2,100		2,600	4%
	Insurance/tax/MOT	1,300	1,300		1,300	0%
	Staffing	278,000	280,000		310,700	12%

Committee	Item	23-24 Budget	Prob spend	From other sources	24-25	Change
	Staffing Training	2,000	2,000		3,000	50%
	Elections Ward	-	-		-	
	Elections Fund	30,000	30,000		10,000	-67%
	Futures Manager	10,000	10,000		10,800	8%
	Futures Vision	5,500	5,500		5,000	-9%
	Kendal Vision support	-	-	30,000		
	Diversity	150	150			0%
Mayoralty & Heritage	Mayoral Allowance	5,524	5,000		5,000	-9%
	Mayoral Travel	800	500		800	0%
	Mayor Making	2,200	2,200		2,500	14%
	Torchlight	1,730	1,730		2,000	16%
	Remembrance	300	300		350	17%
	Pictures and others	100	100		250	150%
	Functions	3,170	3,170		4,000	26%
	Twinning	1,500	1,500		1,500	0%
	Exhibition	1,000	1,000		1,000	0%
	Museum	2,000	2,000		2,000	0%
	Visit Kendal	16,600				
	Kirkland Banners		1,500		1,600	7%
	VK leaflets		8,280		9,000	9%
	VK Website		2,500		3,000	20%
	VK Content Coordinator		6,770		7,250	7%
Planning	Flood	20,000	20,000		20,000	0%
	Neighbourhood Planning	-	-		2,500	
	Training	-	-		2,500	
Total		623,624	622,807	185,000	684,248	9.7%
Income	W&F Support Grant	33,046			33,000	
	Allotment Rents	23,500			24,200	
	23/24 Precept	567,997		Proposed precept	627,637	10.5%
	Revenue total	624,543			684,837	

How this affects Council Tax Payers in Kendal civil parish

Numbers refer to the parish element of Council Tax bills.

Council Tax Band	Council Tax in 22-23	Proposed Council Tax 23-24	Percentage increase	Equivalent in pence per week
Band A	35.11	38.27	9.0%	6
Band B	40.96	44.65	9.0%	7
Band C	46.81	51.03	9.0%	8
Band D	52.66	57.41	9.0%	9
Band E	64.36	70.16	9.0%	11
Band F	70.22	76.54	9.0%	12

The Town Clerk referred to the increase in the Council Tax base from 10730 to 10785 resulting in a 9 per cent increase in the Council Tax producing a 10.5 per cent increase in Precepted income. He pointed out that there was an opportunity for larger organisations to increase this figure.

Discussion took place during which the Town Clerk confirmed that the staffing budget had been examined in relation to staffing costs as a result of the proposed new structure (see Minute No.M62/2023 below), and that this was likely to be in the region of £16,000 light should the full potential of the review be realised. Members acknowledged that an increase of 10.5 per cent would gain an extra £5,000 and it was suggested, therefore, that the Budget Working Group to look into this potential option. The Town Clerk pointed out that to match the maximum amount proposed by the staffing restructure, there would be a need for a 12.5 per cent increase in Council Tax.

Resolved: The Budget Working Group to reconsider the budget in the light of the proposed staffing changes prior to consideration by Council on 5 February 2024 of the 2024/25 Budget.

M58/2023 Community Infrastructure Levy (CIL)

The Town Clerk reported that Kendal Town Council received Community Infrastructure Levy (CIL) payments from the local Planning Authority (now Westmorland and Furness Council). The original South Lakeland District Council (SLDC) advice note appended to the report explained where the money came from and what it could be spent on. Also appended to the report were the Criteria set by Kendal Town Council in 2017 for considering CIL allocations.

At the Council's budget meeting in December, it had been noted that some spending proposals could not be met from revenue (i.e. Council Tax) funding, and should be met from elsewhere. The only unallocated reserves currently available were from the Community Infrastructure Levy. The next CIL receipt would be in April 2024.

The Committee was being asked to match the proposed expenditure/allocation to the available income, reducing the allocation to projects, where appropriate, to balance the budget.

The following details were included within the report:

CIL Receipts to date

£246,948.91

CIL Allocations and Expenditure to date

A breakdown of expenditure/allocation is appended to this report.

£76,637

Available CIL for Current Allocation

£170,311.91

Proposals from Current Budget

Project	Value	Current Council Plan alignment
Kendal Vision support	£30,000	Priority 2 and 3
Project Birdcage	£5,000	Priority 2
Project Footpath improvements	£50,000	Priority 1 and 5
Project Easy Travel	£50,000	Priority 1 and 5
Project Pumptrack	£50,000	Priority 4 and 5
Total	£185,000	

In addition to these Budget proposals, the September Committee meeting had deferred consideration of £55,750 worth of projects, because there had been at that time insufficient information, or the projects could be funded from elsewhere. It was likely that some of these proposals may return in the future with sufficient information for the Committee to make further allocations of CIL, should further funding become available.

Current estimates for footpath renovation at Mintsfeet were around £90,000 for around 620 linear metres of path.

Details of expenditure to date were also provided within the report.

Discussion took place on the proposed allocation of £50,000 for the Pumptrack project. It was noted that this project was unlikely to be realised in either this year or the next, as it required planning, costing, etc. It was, therefore, suggested that this proposal could be reduced to £35,000 in order to meet the £170,000 amount of CIL funding currently available.

Discussion turned to the birdcage on Finkle Street and the importance of addressing this eyesore within the Town. It was felt that a cross-committee working group dedicated to this task was required, to liaise with Westmorland and Furness Council and other relevant organisations, and to report back to the Management Committee. Attention was drawn to the fact that Kendal BID were interested in becoming involved. Attention was further drawn to a number of other areas of the Town which required improvements. Further raised was the need to open up membership of the working group to all Members of the Council.

Resolved: To approve the proposals for CIL funding as set out within the report, subject to a reduction in the amount proposed for the Pumptrack project from £50,000 to £35,000, with a mind to increase this figure in the future should more CIL funding become available.

Resolved: To email all Members of the Council inviting them to form part of a working group, including involvement from Westmorland and Furness Council and other relevant organisations, to address the issue of the birdcage on Finkle Street and other areas requiring improvements within the Town.

M59/2023 Civility and Respect

Members were presented with the Civility and Respect December 2023 Newsletter. In addition, the Town Clerk reported that a number of policies and procedures had now been developed in order to provide guidance on relationships between councillors and staff and between councillors themselves. These would require formal adoption in due course.

Attention was drawn to a self-audit document in relation to Civility and Respect which had been too lengthy to complete at a formal Council meeting and for the need to this to be filled in. It was suggested, therefore, that this document be brought before the Audit Committee in order for that group to consider a gap analysis, although it was also acknowledged that this may take time due to current staffing shortages.

Resolved: To bring the Civility and Respect self-audit document to a future meeting of the Audit Committee.

Resolved: To receive the Civility and Respect December 2023 Newsletter.

M60/2023 Community Emergency Plan Coordinator

The Town Clerk presented a report informing Members that, for several years prior to 2022, the Town Council had supported the work of Kendal Community Emergency Plan Group. This group was a product of the challenges presented by severe flooding in 2015, which had created severe stresses on community resilience, particularly across the flooded and near-flooded areas of the Town.

The Town Council had funded a post of plan coordinator, and had acted as fund-holder and de facto line management. The role had proved particularly effective during the Covid period. However, in the post-Covid period, the Town Council had relinquished its role as fund-holder, establishing the Planning Group as a standalone community organisation, the existing coordinator had stood down, and central Government had become concerned that some of the lessons learned after 2015 were in danger of being lost to communities.

As a result, Cumbria County Council had established Cumbria innovative Flood Resilience (CiFR), with support from Natural England and the Environment Agency. This project was now overseen by Cumbria Community Foundation, and provided funding for communities like Kendal to develop community flood response measures. Community flood response plans meshed below the statutory 'blue-light' and principal authority plans to ensure the whole community was resilient in the challenge of extreme flood events. The fund would pay up to £12,500 per annum for at least three years for the Council to develop an effective and innovative community emergency response mechanism. Subsequent funding would probably need to come from the Town Council, though support may also be available from the principal authority.

The Town Council would also 'get back' a significant portion of the last funding it had supplied to Kendal Community Emergency Response Group, and the new coordinator would have as a priority, the revitalising of a CERG, across the whole Town but particularly those areas in or adjacent to Flood Zones 2 or 3 (high risk of flooding).

Resolved: To approve an application to the CiFR fund to employ a new Emergency Plan Coordinator, on terms to be determined, but within the resources available, this money also to pay for equipment.

M61/2023 Speakers at Full Council

The Town Clerk asked Council to consider the role of speakers at Full Council, also drawing attention to the vast length of time which had been taken up by two speakers at the last meeting.

Members supported the need for a time limit and referred to a number of organisations which they felt should be invited to address Council moving forward.

Resolved: To invite the following organisations to address Full Council:-

- Lakeland Arts (annually);
- Brewery (annually);
- Kendal Museum;
- Environment Agency;
- United Utilities;
- South Cumbria Rivers Trust;
- Kendal Civic Society;
- Stricklandgate House;
- The Eddington.

M62/2023 Employment and Staffing Matters

(a) Prior to the meeting, Members had been provided with a number of further documents in relation to the item, namely job descriptions for the roles of Deputy Town Clerk and Administration Officer, and a copy of the powerpoint report from Meraki HR which was due to be displayed and talked through by the Town Clerk at the meeting. The agenda included a report containing recommendations from the Staffing Sub-Committee in relation to Meraki's review of the Council's staffing structure.

The Town Clerk presented both the reports from Meraki and from the Staffing Sub-Committee. As a result of the review, following the recent departure of the Development Manager, the Council would be recruiting a replacement member of staff early in the new year. Meraki was recommending that the Council recruited a new permanent full-time member of staff to function as the Deputy Town Clerk. This role would assume many of the functions of the previous Development Manager, but also take several functions from the Town Clerk/RFO, which the review had identified as points of particular pressure. The Deputy Town Clerk would serve as the Town Clerk's proper deputy in their absence, and would take up a number of line management duties, as well as ensuring a number of compliance and contractual obligations were fulfilled. The review also recommended that the Council recruited an additional part time Administrative Assistant role, to relieve a number of other pressure points staff had identified in delivering the professional services the Council had come to expect.

Separate from this process, the Council had been encouraged to apply for external funding to support a Community Emergency Plan Coordinator (see Minute No.M6/2023 above).

The Town Clerk drew Members' attention to the fact that the review and recommendations were the product of the whole staff team working together. He answered a number of questions raised by Members, who welcomed the proposals and the involvement of all staff members. The need for an additional line within the Deputy Town Clerk's job description to state that the postholder would deputise for the Town Clerk in their absence was raised.

Resolved: To approve the recommendations made by the Staffing Sub-Committee in the light of the review of the staffing structure carried out by Meraki HR, subject to the inclusion of an additional line within the Deputy Town Clerk's job description to state that the postholder will deputise for the Town Clerk in their absence.

(b) The Town Clerk reported that there were currently no staffing matters requiring the Committee's further consideration and guidance.

M63/2023 Newsletter and Publicity

The Committee was asked to consider what items discussed at the meeting to include in a press release and, in addition, items for inclusion in the next edition of the Council's Newsletter.

Some concern was expressed in relation to the fact that there had been no publication of the Newsletter since November 2023. In addition, concern was raised about the fact that it appeared that Royal Mail was not delivering the Newsletter as it should, and this required addressing as a matter of urgency. The need to find a company which was able to deliver was stressed. Members were keen for a press release to be made with regard to M58/2023 above on the Community Infrastructure Levy and the fair and equitable manner in which this was being spent on projects within Kendal.

Resolved: To seek to source a new delivery company to distribute the Kendal Town Council Newsletter.

Resolved: A press release to be made in relation to M58/2023 above on the Community Infrastructure Levy, as outlined above.

The meeting closed at 9.10 p.m.

Kendal Town Council

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



Minutes of the meeting of the Mayoralty and Heritage Committee held on Monday, 22 January 2024, at 7.30 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr J Brook	Present	Cllr J Cornthwaite (Vice-Chair)	Present
Cllr J Dunlop (Chair)	Present	Cllr D Rathbone	Apologies
Cllr M Severn	Absent	Cllr G Tirvengadum	Present
Cllr C Russell	Present		
Two Vacancies			

In attendance: Chris Bagshaw (Town Clerk) and Simon Unsworth (Heritage Officer)

MH14/2023 Apologies

Apologies for absence were received and accepted from Cllr Rathbone.

MH15/2023 Declarations of Interest

No declarations of interest were raised under this item.

MH16/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

MH17/2023 Minutes from the Last Meeting

It was noted that the new Discard Policy referred to the Mayoralty and Arts Committee, but this should now be the Mayoralty and Heritage Committee.

Resolved: To receive the minutes of the meeting of the former Mayoralty and Arts Committee held on 9 October 2023 and to authorise the Chair to sign them as a true record.

MH18/2023 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings.

Emails had been sent to the appropriate officer at W&FC concerning the brass signage plaques in the Town Hall. To date, no response had been received, and these were being chased up. Cllr Brook asked that he may be copied in to future correspondence, in his role as Leader of W&FC, so as to ensure appropriate notice is taken. A suggestion was also made that the sign on the Parlour door includes the date at which it was created.

Resolved: To note the report.

MH19/2023 Review of Spend against Budget 2023/24

The Committee considered its budget monitoring report.

The Clerk drew the Committee's attention to the relatively low spend against Torchlight, this year, because no grandstand or marquee had been required.

Resolved: To note the budget monitoring report as at 8 January 2024.

MH20/2023 Slavery and Kendal Exhibition

The Heritage Officer provided a brief verbal report on progress of plans for the Slavery and Kendal Exhibition. A meeting had been held with Anti Racism Cumbria and others, and it had been suggested that they may be able to supply volunteers to staff the exhibition, which may allow a different style of exhibit to be used. He was expecting to finish the text for the display boards in the next month and would circulate them to members for feedback, prior to design. He was due to meet with Cllr Rathbone later in the week to discuss what lessons could be learned from the Lancaster City exhibition on a similar topic.

He confirmed that the Exhibition was on track to be delivered the week before the Unity Festival in July. It was suggested that the Heritage Officer make links with staff at Kendal Museum who were working on a re-imagining of the Wildlife exhibition in the light of current knowledge about its creation.

Resolved: To note the verbal report. Cllr Russell will provide appropriate contacts at the Museum.

MH21/2023 Kendal Town Crier/Bellman

The Town Clerk provided a brief verbal report on the return of the Town Crier/Bellman. Richard Mathews has returned to the post after a period in which the post was briefly held by a former Mayor of Kendal, and then was vacant. The Heritage Officer reported that new Risk assessments had been drawn up, new terms of reference agreed, and new procedures for the Crier's booking, remuneration and reporting put in place. Booking the Crier can be direct through him, or through the office@kendaltowncouncil.gov.uk address.

Resolved: To note the verbal report.

MH22/2023 Collection Management

(a) The Heritage Officer presented a report asking Members to consider the acquisition of a medallion commemorating the re-building of the Town Hall in 1897 at a cost of £30 from the Art Reserve.

According to the Council's Acquisition Policy, items were to be considered for acquisition if they met one of criteria stated. To this end, the badge being ranked as No.1, an item which has a direct link to the Mayoralty and/or Kendal Town Council, it was clearly linked to the Council and the development of its based in the Town Hall, and acquisition should be strongly considered. As such, it was being recommended that the Council purchase the item due to its ranking and the fact that the cost was not high.

Resolved: To purchase the medallion for £30, from the Arts Reserve.

(b) The Committee was asked to note the continued loan of 'King Lear in the Tempest' by George Romney to Lakeland Arts for display in the Abbot Hall Gallery. A copy of the loan agreement form was attached to the agenda for information.

Resolved: to note the report.

(c) The Heritage Officer provided an update on the progress made towards developing a priority list for acquisition, retention and discard in the collection. As part of the ongoing work to most effectively manage the Collection, all of the existing Heritage items had been assessed against the following criteria:

1. Item has a direct link to the Mayoralty and/or Kendal Town Council. Not to be disposed of unless under point 6.
2. Item has a direct link to the town of Kendal's history and development. Not to be disposed of unless under point 6.
3. Item has a direct link to key individuals or groups associated with the town **and** also has a direct link to the Mayoralty and/or Town Council. Not to be disposed of unless under point 6.
4. Item has a direct link to key individuals or groups associated with the town **but** has no direct link to the Mayoralty and/or Town Council. Disposal can be considered.
5. Item has no obvious link to town, Mayoralty and/or Town Council. Disposal can be considered.
6. Item is irretrievably damaged. Disposal should be considered.

Once a better understanding of the makeup of the collection as understood, further discussion could take place about those items placed into categories 4, 5 and 6. The assessment and categorisation had been carried out in the first instance by the Heritage Officer, and could be changed following discussion if required.

The assessment showed that the Heritage collection broke down as follows:-

Category 1: 231 items (38%)
Category 2: 73 items (12%)
Category 3: 56 items (9%)
Category 4: 156 items (26%)
Category 5: 65 items (10%)
Category 6: 0 items (0%)
Unsure: 27 items (5%)

This meant that almost 60% of the Heritage Collection was Categorised 1-3 and so could be considered to be in the correct hands, with only a small amount listed as 'Unsure' until further research could be undertaken. The items that could be considered for disposal should now be the subject of further discussion to make any decisions needed about their retention. It was important to clarify that an item falling into the categories 4 or 5 did not mean that they should be discarded, only that it was something that could be considered if the need arose (where 'need' should be assessed not merely on financial grounds but for reasons of (for example) space, storage requirements or other factors as laid out in the original policy).

Members were now being asked how to progress this work. Following a discussion of a number of examples, where specific experts had expressed interests in specific works, it was suggested that this process next would require the services of both an art historian, and a valuer, so that the current care, value and context of relevant items in the collection could be considered.

Resolved: To progress this issue with relevant experts and report back to the committee.

MH23/2023 Museum Provision

The Town Clerk presented a report summarising progress made so far towards creating a new “Museum for Kendal”. The report explained how museum provision telling the story of Kendal was currently split over a number of collections held by a range of providers: Kendal Museum; Lakeland Arts; Kendal Town Council; the former Cumbria County Archive; Kendal Library; The Quaker Tapestry; K Shoes Collection; and other local archives and a number of other local collections.

At recent meetings, and those held prior to the sale of the Old Kendal Grammar School by Lakeland Arts in November 2023, it had been agreed that the Town Council would like to support an initiative to develop a public museum offer which specifically told Kendal’s story. Because of the diversity of the town’s historic collections, and the physical range of its historic sites, it had been suggested that a single physical site was unrealistic, and that attention should be given to developing innovative alternative ways of telling the town’s story.

At a meeting with stakeholders and Westmorland and Furness Council (W&FC) staff and councillors in November 2023, it had been suggested that W&FC staff may be available to assist in developing the idea of an innovative Museum for Kendal. To date there had been little further movement in this regard. Assuming that W&FC staff time became available in due course, the Committee was asked for its consideration of what the Town Council’s role in a future initiative might be, and whether in due course, it would be an issue to which the Council was prepared to allocate funding.

The Committee agreed that the Town Council should take a leading role in ensuring the story of Kendal is told. There was considerable sympathy for the roles of W&FC officers who were working across the wider unitary district with very different corporate cultures and experience in Museums. It was noted that one of the part-time, long serving Curators at Kendal Museum had retired after Christmas, and this presented a considerable potential loss of local expertise. New curatorial staff were being trained, and the Town Council could have a role in shaping Kendal Museum’s future directions. However it was reiterated that the Kendal story wasn’t just about a fixed-site Museum, but included many aspects of the town’s heritage, and the Mayor and Council officers could take a role in leading this issue forward.

Resolved: To note the report.

Resolved: The Mayor and the Town Clerk to liaise over developing a plan of action for developing a wider project with stakeholders.

MH24/2023 Twinning

(a) It was reported that the Mayor had been invited to the St Patrick’s Day celebrations in Kendal’s twin town Killarney. The trip might require a small virement from the underspent Mayoral events budget to the Mayoral Travel budget. The Committee suggested it might also come from the Twinning budget line. It was noted that the Killarney Mountain Festival was still a great opportunity for making further linkages.

Resolved: To support the Mayor’s re-engagement with Killarney, and to utilise the Twinning budget to support the trip.

(b) Members of the Kendal Rinteln Association provided a brief verbal report on the activities of the Association. It was meeting for its agm on Wednesday at 7pm, and all councillors had been invited.

Resolved: To note the report.

MH25/2023 Newsletter and Publicity

The Committee was asked to consider which items discussed at the meeting, if any, would be included in a press release and, in addition, items for the next edition of the Council's Newsletter.

Resolved: The return of the Town Crier, and new dates for public tours of the Mayor's Parlour were suggested as suitable articles.

The meeting closed at 8.57pm

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 18 December 2023, at 6.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr A Campbell	Present	Cllr H Ladhams (Vice-Chair)	Present
Cllr J Cornthwaite	Present	Cllr D Miles	Present
Cllr L Edwards	Present	Cllr D Rathbone (Chair)	Present
Cllr R Edwards	Present	Cllr G Supka	Present
Cllr A Finch	Absent		

In Attendance: Chris Bagshaw (Town Clerk) and Inge Booth (Democratic Services Assistant).

P112/2023 Apologies

There were no apologies for absence.

P113/2023 Declarations of Interest

No declarations of interest were raised under this item.

P114/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

P115/2023 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 20 November 2023 and to authorise the Chair to sign them as a true record.

P116/2023 Planning Applications dealt with under Delegated Powers

Resolved: Following the cancellation of the meeting of the Committee scheduled to have been held on 4 December 2023, to note the delegated responses made in relation to those planning applications for which comments were due prior to the next meeting (see Appendix 2 to these minutes).

P117/2023 Minute Action Sheet

The agenda included a report on actions taken by officers on resolutions or recommendations made at previous meetings.

Resolved: To note the other actions taken by officers on resolutions or recommendations made at previous meetings.

P118/2023 Planning Process and Issues

No issues were raised under this item.

P119/2023 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, advised that there had been no further meetings of the Group. However, site visits had taken place with regard to Beezon Fields and the land that the Town Council now owned at Mintsfeet, with a view to progressing the potential for a footpath. In addition, realignment of the tree planting was being looked into in order to enable progress on the route. Cllr Cornthwaite had also witnessed the installation of the first glass panel at Chantry Gardens, Gooseholme, and he also drew attention to the recent demolition of the old toilet block. Attention was drawn to the fact that conversations were taking place between the Environment Agency and the proprietor of the Waterside Café with regard to problems being faced as a result of the current restricted access to that area. In addition, it was pointed out that the Flood Hub at Little Aynam had now closed and would be moving to the former Dominos Pizzas premises at Beezon Road. The date for the next meeting of the Group was currently as shown in its last set of minutes.

Resolved: To note the verbal update.

P120/2023 Planning Applications

The Committee considered the Planning Applications as detailed in Appendix 1 to these minutes.

Resolved: To submit the recommendations in Appendix 1 to these minutes to the Planning Authority.

The meeting closed at 7.10 p.m.

Kendal Town Council
 Responses from Planning Committee: 18 December 2023
Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	SL/2023/0659	28 Longpool, Kendal LA9 6ER Change of use of former betting shop (Use class Sui Generis) to a hot food takeaway with rear external flue (Use class Sui Generis)	Nether	25 December	Recommend Refusal on the basis of serious, widely-known traffic management issues at and near the junction of Shap Road and Appleby Road, particularly in relation to the comments raised by the resident of 123 Appleby Road. The frequent, increased road traffic that would result from a successful application would be both detrimental to road users and dangerous to pavement users. Notwithstanding this, there is not enough information to be able to make a positive decision – the Committee would require mitigations in line with the comments raised by the resident of 123 Appleby Road including enforcement of no parking on the pavement, specific information on the premises signage mentioned, details on the type of hot food to be offered by the takeaway and opening hours.
2	SL/2023/0786	96 Greenside, Kendal LA9 5DT Replacement sliding sash timber windows	Fell	25 December	No Material Objections provided that the Conservation Officer is satisfied with the design and materials to be used.

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
3	SL/2023/0813	13 Stonecross Green, Kendal LA9 5HL Internal & external alterations	Stonecross	25 December	No Material Objections provided that there is no overlooking and that the proposal is not over-dominant in its position, especially in relation to No.12 Stonecross Green.

Appendix 2

Kendal Town Council
Applications for Planning Committee: 4 December 2023

The following observations were considered under delegated powers by the Town Clerk in consultation with the members of the Committee.

8. Westmorland and Furness Council Planning Application for Comment - SL/2023/0692 – 41 Whinfell Drive, Kendal – Single storey rear extension forming self contained annex accommodation - Amended Plan

The Council welcomes the amendments to the proposed development. It would expect a commitment to net biodiversity gain within any Planning Conditions but now has **no material objections**.

9. Westmorland and Furness Council Planning Applications for Comment - SL/2023/0527, 0528 & 0596 – Wainwrights Yard, Kendal Amended Plan

The Council welcomes the amendments to the proposed development. Assuming the changes meet the expectation of the Conservation Officer in terms of visual amenity and historic context, the Council has **no material objection**.

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&FC	Observations/Recommendations
1	SL/2023/0808	Land South of Underbarrow Road KENDAL LA9 5RS Application for a non-material amendment following a grant of planning permission SL/2019/0398 (Residential development for 84 dwellings with associated access, landscaping and drainage works)	Highgate		This recommendation was considered under delegated powers by the Town Clerk in conjunction with members of the Committee. The Town Council has no further comments to add at this stage, assuming that the application is within the conditions set by the original Planning Consent.

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 8 January 2024, at 6.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr A Campbell	Present	Cllr H Ladhams (Vice-Chair)	Present
Cllr J Cornthwaite	Present	Cllr D Miles	Present
Cllr L Edwards	Present	Cllr D Rathbone (Chair)	Present
Cllr R Edwards	Apologies	Cllr G Supka	Present
Cllr A Finch	Apologies		

In Attendance: Chris Bagshaw (Town Clerk), Inge Booth (Democratic Services Assistant), and Cllr S Long in relation to Agenda Item No.8, Planning Application No.4 (2023/1061/FPA).

P121/2023 Apologies

Apologies for absence were received and accepted from Cllrs R Edwards and A Finch.

P122/2023 Declarations of Interest

Cllr H Ladhams declared an interest in Agenda Item No.8 (Planning Applications), Planning Application No.7 (2023/1014/FPA), Minute No.P128/2023 below, by virtue of the fact that she was Chair of the Westmorland and Furness Council Communities and Equalities Group and a Member of the Westmorland and Furness Biodiversity Group, both bodies which had provided grants towards the garden to the rear of Hallgarth Community Centre.

P123/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

P124/2023 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 18 December 2023 and to authorise the Chair to sign them as a true record.

P125/2023 Minute Action Sheet

The agenda included a report on actions taken by officers on resolutions or recommendations made at previous meetings. The Town Clerk reported that there had been no movement since the last meeting of the Committee.

During discussion, attention was drawn to the fact that, in relation to items 1 and 2 regarding Planning training for Members, the deadline for action was approaching. Attention was further drawn to Item 3 regarding making informal enquiries of the Planning Authority in relation to a review of the Kendal Town Council Conservation Area, the deadline for which had passed, with no response having yet been received. It was suggested, therefore, that the deadline should be changed to March, with the enquiry to be made again. A query was raised in relation to Item 20 and consideration of the impact

of the new Levelling Up and Regeneration Act and challenges of Neighbourhood Planning. It was raised that there had been talk of seeking attendance at a Planning meeting by an officer from Westmorland and Furness Council to talk about these matters. It was suggested that the deadline for this also be set for March. In addition, it was felt that items 28 and 29 could be removed from the Minute Action Sheet.

Resolved: To note the need for action in relation to items 1 and 2 of the Minute Action Sheet.

Resolved: To make the changes outlined above to items 3 and 20 of the Minute Action Sheet.

Resolved: To remove items 28 and 29 from the Minute Action Sheet.

Resolved: To note the actions taken by officers on resolutions or recommendations made at previous meetings.

P126/2023 Planning Process and Issues

No issues were raised under this item.

P127/2023 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, advised that there had been no further meetings of the Group, with the next one currently scheduled to be held at 7.00 p.m. on 18 January 2024. It was, however, pointed out that this clashed with another Westmorland and Furness Council meeting, and therefore suggested that the date be reconsidered. Attention was drawn to the fact that more information had recently been received in relation to the potential for a path from Beezon Fields to Mintsfeet, but that this was in its early stages.

Resolved: To review the date for the next meeting of the Group.

Resolved: To note the verbal update.

P128/2023 Planning Applications

Note - Cllr H Ladhams declared an interest in Planning Application No.7 (2023/1014/FPA) by virtue of the fact that she was Chair of the Westmorland and Furness Council Communities and Equalities Group and a Member of the Westmorland and Furness Biodiversity Group, both bodies which had provided grants towards the garden to the rear of Hallgarth Community Centre (see Appendix 1).

On behalf of residents, Cllr S Long addressed the Committee in relation to Planning Application No.4 (2023/1061/FPA). She referred to her work with South Lakeland District Council around ten years previously in the development of the supplementary planning document for the area. She drew particular attention to the fact that this document was not referred to within the current plan. She stressed the fact that the document had been developed following wide consultation, and therefore represented the correct guidance for developers. The main concern raised by Cllr Long was in relation to the proposal to open up Cedar Grove which would create a rat run and result in traffic flowing down Vicarage Drive impacting on the college and two primary schools. She pointed out that the access at Cedar Grove had been designated for emergency vehicle access only. Cllr Long also raised concern around lack of mention in Phase 4 around biodiversity. She drew attention to the existing wildlife corridor which, if lost, would take many years to replace. She felt that there was no need to build in this location and that the same amount of development could be

achieved without using this particular area. Cllr Long pointed out that a dedicated playground was not included within the plan, with the playground at Maple Drive being referred to. This, she explained, was not suitable. Cllr Long further referred to two fields to the left of the site which were currently being used in relation to the development for parking of wagons, materials, etc. She believed that the developers would, sometime in the future, look to build on these fields, with the landowner already having put them forward for development in the next land allocation process. Cllr Long stressed the need for the supplementary planning document to be adhered to and for the Committee to do justice for the people represented by the Town Council.

The Committee considered the Planning Applications as detailed in Appendix 1 to these minutes.

Resolved: To submit the recommendations in Appendix 1 to these minutes to the Planning Authority.

The meeting closed at 7.25 p.m.

Kendal Town Council
 Responses from Planning Committee: 8 January 2024
Appendix 1

No	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	SL/2023/0789	29 Queen Katherine Street Kendal LA9 7DG Replacement UPVC windows.	Mintsfeet	9 January	No Material Objections provided that the materials used conform to the visual amenity of the Conservation Area.
2	2023/1033/FPA	1 Aldercroft Kendal LA9 5BQ Demolition of existing single-storey conservatory with replacement single-storey extension.	Kirkland	9 January	No Material Objections provided that the conditions are in accordance with the Arboriculturist's report and provided that the proposal is not out of keeping with the locality.
3	2023/1044/FPA	15 Underley Avenue Kendal LA9 5EU Two storey side extension, single storey rear extension, front porch & proposed vehicular access (parking area) to front garden.	Strickland	9 January	Recommend Refusal primarily on the grounds of scale and dominance and the proposal is out of keeping with the size of the plot. No opposition is to the principle of building on this site and the Committee's comments are made in line with the land allocation and original development brief. Notwithstanding this comment, the Committee backs the request for swift bricks in responses.
4	2023/1061/FPA	Brigsteer Road Kendal 108 dwelling houses and associated infrastructure including landscaping, open space, access, highway and drainage (Brigsteer Rise, Phase 4).	Highgate	10 January	Recommend Refusal. The Committee is very much against the proposal to open up the access to Cedar Grove which is shown in the development brief as an emergency vehicle access only, as per the requirements for a development of this size. If this leads to

No	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
					<p>viability problems, it should be noted that this is not something that will change the opinion of the Committee. The Committee supports the Development Brief's adopted position that Cedar Grove will be closed to traffic from the Allocated Site and provide EVA and Active Travel route only ie pedestrians and cyclists. This will prevent Cedar Grove becoming the rat-run for all traffic that is heading to Romney junction and enable children a safer passage to school. Having sole access from Brigsteer Road will encourage a percentage of vehicles to use other routes, from therefore spreading the load. From local knowledge, this change in driver behaviour is crucial to the area as a whole.</p> <p>A decision must also take into account the 'most used' route for south-west / south with a smaller number of junctions at Underwood – Stainbank Road – Vicarage Drive (or Westwood Ave to Vicarage Drive) This route is already a rat-run south. The development's traffic will have an impact on the already excess speed along Stainbank Road, which necessitates braking sharply to turn left onto Vicarage. This has already been a cause of concern for residents for years without the proposed increase in traffic volume. The traffic backs up on Vicarage Road and is also impacted by the double parking of</p>

No	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
					<p>Kendal College users. The nursery, primary schools (x2) are accessed from higher on Vicarage Road and children's safety must take highest priority.</p> <p>The Committee does not want biodiversity credit to be used somewhere else in South Lakeland or Westmorland and Furness, but on an area adjacent to the site. This is a point of principle, given the potentially large future number of allocated sites in/near the town boundary and should be worked on for the next Local Plan. Biodiversity net gain should be beneficial to the site or contiguous to the site to benefit and offset negative effects of development in the immediate area.</p> <p>The Committee seeks "better quality" homes and environmental concerns should be built into the style as well as the actual build of new properties, as mentioned in previous properties. Again, this should be built into any future Local Plan. Specifics of this must be part of this process and discussed with developers to be included in any conditions.</p> <p>The Committee would wish for the requirement for a designated playground on a development of this size to be adhered to. Funding has already been given on previous phase(s) and should be provided for on-site – there is no adequate</p>

No	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
					<p>provision within a suitable close location in Kendal for this size of 4 phase development.</p> <p>The Committee notes the use of the two fields to the left of the development during the building process and would point out that it is against any future applications for development on these fields or inclusion within any future land allocation plans.</p> <p>Any alterations should be made in accordance with the Development Brief, especially with regard to entrance and exit routes for traffic. Anything that differs from the Development Brief must be referred back to the Local Plan itself. In addition, any alterations to one phase of the development must be seen in relation to all four phases of the Development, particularly with regard to the road entrance and exit from the development, and in line with the Development Brief.</p> <p><i>Note – Cllr D Rathbone, Chair, abstained from voting on this application.</i></p>
5	2023/1104/FPA	53 Milnthorpe Road Kendal LA9 5QG Detached double garage & home office with associated garden works & replacement UPVC windows to the west facing bay windows.	Kirkland	11 January	No Material Objections subject to use of suitable materials and subject to neighbour comments, particularly that the proposal is not seen as being overbearing or resulting in a loss of privacy.

No	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
6	2023/1043/FPA	Sunny Cote Sunnyside Kendal LA9 7DJ Replacement of windows and door from timber single glazed with like for like timber double glazed.	Mintsfeet	11 January	No Material Objections subject to the Conservation Officer confirming that the proposal conforms to the visual amenity of the Conservation Area.
7	2023/1014/FPA	Existing garden to the rear Hallgarth Community Centre Hallgarth Circle Kendal LA9 5NY Introduction of grass areas, planting, timber raised beds, timber pergola and seating, steel knee rail and resin bound paths to create community garden on current area of tarmac.	Strickland	11 January	Note - Cllr H Ladhams declared an interest by virtue of the fact that she was Chair of the Westmorland and Furness Council Communities and Equalities Group and a Member of the Westmorland and Furness Biodiversity Group, both bodies which had provided grants towards the garden to the rear of Hallgarth Community Centre. Whist Cllr Ladhams took part in the discussion, she took no part in voting on the application. Recommend Refusal based purely on the lack of information currently provided.
8	2023/1077/FPA	20 Oxenholme Road Kendal LA9 7NJ Replacement single story side extension & erection of a detached single garage.	Heron Hill	14 January	The Committee is unable to make a decision without an arboriculture report on the effect of the proposal on neighbouring trees. It feels that the siting of the garage is unsuitable as it can be viewed from the road. It agrees with the comments raised by the neighbour at Murley Hill and, without further comments and information, it cannot agree to the application.

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 8 January 2024, at 6.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr A Campbell	Present	Cllr H Ladhams (Vice-Chair)	Present
Cllr J Cornthwaite	Present	Cllr D Miles	Present
Cllr L Edwards	Present	Cllr D Rathbone (Chair)	Present
Cllr R Edwards	Present	Cllr G Supka	Present
Cllr A Finch			

In Attendance: Chris Bagshaw (Town Clerk).

P129/2023 Apologies

No apologies for absence were received

P130/2023 Declarations of Interest

No declarations of interest were raised under this item.

P131/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

P132/2023 Minutes of the Previous Meeting

A query was raised about the length of the minute relating to the Brigsteer Rise development. The Chair explained that this was due to the necessity to explain the Council's objections in more detail, for an issue that may be referred to the Planning Authority's committee.

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 8 January 2024 and to authorise the Chair to sign them as a true record.

P133/2023 Minute Action Sheet

The agenda included a report on actions taken by officers on resolutions or recommendations made at previous meetings. The Clerk reported that a senior Planning Officer would be attending on 18 March to talk about new legislation, and that a senior Planning Policy officer was considering how to respond to the Committee's query concerning the Conservation Area.

It was suggested that issues 5 and 12 be merged, being broadly the same thing.

Resolved: To merge issues 5 and 12 and to note the actions taken by officers on resolutions or recommendations made at previous meetings.

P134/2023 Planning Process and Issues

No issues were raised under this item.

P135/2023 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, reported that the Working Group was due to meet the following evening. The glass wall installed so far at Stramongate would feature on ITV Border on 2 February. A query about the operation of the new flood gates installed at Waterside was referred to the Working Group for a response.

Resolved: To note the verbal update.

P136/2023 Planning Applications

The Committee considered the Planning Applications as detailed in Appendix 1 to these minutes.

Resolved: To submit the recommendations in Appendix 1 to these minutes to the Planning Authority.

The meeting closed at 7.05pm.

Kendal Town Council
 Responses from Planning Committee: 22 January 2024
Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	2023/1198/FPA	Stephenson Centre Ann Street Kendal LA9 6AA Temporary pod to house 1 homeless individual in emergencies (Resubmission of SL/2022/0083)	Mintsfeet	24 January	No material objections. The Committee wondered how long a temporary pod remains 'temporary', but reiterated its previous position of not objecting. It suggested a further period of 18 months should be allowed as a temporary structure. It drew the Planning authority's attention to the concerns of neighbours, and suggested that some form of ASB monitoring should be a Planning Condition.
2	2024/0010/FPA	10 Anchorite Road Kendal LA9 5NQ Detached garden shed and covered log store (Retrospective)	Kirkland	5 February	No material objections. The Committee was disappointed to be considering a retrospective application, and urged the Planning Authority to reflect on its pre-planning processes, to consider whether there is more they could do to ensure consent is appropriately sought prior to construction. The Committee would like to see an element of Net Biodiversity Gain in the Planning Conditions imposed.

Kendal Town Council Full Council – 5 February 2024 Reports from Representatives on Outside Bodies

Integrated Care Community (ICC) Delivery Group meeting held on 13 December 2023 at the County Hall, Kendal

The meeting began with a review of the INT workshop which took place in September 2023. Kendal ICC alongside other ICCs around Morecambe Bay have been tasked by the ICB to meet the requirements of an INT (Integrated Neighbourhood Team). There was a discussion on progress made.

There was a discussion about possible rooms to choose, what charges might be made, and how to apply for funding for such a room, just for use by ICC members. Outdoor spaces might also be added. Health and safety would need to be considered together with a user checklist and risk assessments made.

One possibility was the St. Johns Hospice Hub. An initial meeting has taken place to start planning for a grief cafe and positive living area in Kendal. Space to Create have offered their kitchen. The Parish Church Hall has also offered their kitchen as a venue.

One Kendal Approach - the idea that all statutory organisations would refer to themselves as being a part of One Kendal. There was discussion about the need to consult with the community on this as it may have an impact especially on people experiencing inequalities

Hub Approach - there are well established warm hubs already at Stricklandgate House and Kendal Town Hall. The ICC could build on existing hubs rather than starting from scratch.

Natural England Presentation by Claire Harris on Green Social Prescribing - Claire examined the many benefits of the natural world in improving physical and mental health. Simple improvements can be made, i.e. better views from hospital windows. Natural England has created a one-mile walk around WG Hospital. Nature Connectedness training is available. Kendal Town Council has suggested a link involving walking and cycling routes near the river, and better access to disabled people. Improving biodiversity was important too. Claire can be contacted at NE Murley Moss.

Kendal ICC Case Management presentation by Cara Stride - Questions had arisen round some of the terminology used.

Care Planning - this addresses an individual's full range of needs, considering their health, personal, social, economic, educational, mental health needs, ethnic and cultural background and circumstances. It recognises that there are other issues in addition to medical needs that can affect a person's total health and wellbeing.

Care Navigation - is a further function that serves to manage and optimise the delivery of care inside and outside the clinical setting; co-ordinating care with patients, gathering information for the patient's visit and partnering with the physician, nurses and care team to deliver the highest levels of efficient health and social care. Key to this role is the ability to signpost to other groups and organisations,

Cllr Richard Sutton

**Kendal Town Council
Full Council – 5 February 2024
Reports from Representatives on Outside Bodies**

Kendal Community Theatre (KCT) Meeting held on 4 January 2024

There was some feedback from the "Snow Queen" Xmas production. This was very successful and made a profit. There were many positive comments. The only concern was that 30 people didn't turn up on the "Pay What You Can" night. KCT is looking into this to avoid having empty seats. All other performances were full.

KCT is looking next at presenting a Kendal Mayfest, involving a procession through town with songs and mimed stories en route. This is to celebrate May and the coming of summer. Various areas in town will be used, i.e. Stramongate, the Market Place, Finkle Street, Town Hall, etc. The aim is to create fun throughout the town, promote community spirit, raise awareness of Kendal and tourism. There are many examples of Mayfests throughout the country. The performance will be introduced by a Master of Ceremonies. Sequences will be repeated at each venue. The event should include a collection for the Mayor's charity. Advertising the event should begin in February.

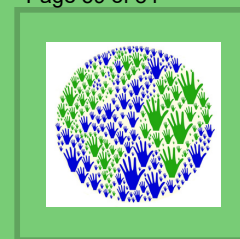
A possible production for December 2024 will be "The Hound of the Baskervilles" at the Castle Street Centre.

Cllr Richard Sutton

KENDAL

UNITY FESTIVAL

2023



POST EVENT REPORT



This year Kendal Unity Festival closed out the five events on offer for the county-wide Cumbria Unity Festival. Reflecting on our approach in previous years we decided to move away from the concept of inviting groups and organisations to have their own stall, and instead focused on creating a space dedicated to learning, engagement, and culture.

Our theme this year was 'The Power of Unity'. Our goal was to show people what we could achieve when working together. Which would surely be a lot with over

500 people visiting over the course of the day.

This year Kendal Unity Festival's primary venue was Kendal Town hall. This central location was perfect to draw in foot traffic, while providing enough space to host the majority of the festival events. Having a venue like this created an animated atmosphere.



THE FESTIVAL



Kicking the Festival off on Friday night, 34 Highgate hosted an Open Mic Night in collaboration with the Unity Festival.

Local artists were able to show off their musical talent, all while generating an energetic and welcoming atmosphere.



WORKSHOPS

Bystander Training

Over the course of the day we ran two sessions of Bystander Training in the Kendal town Hall.

The Bystander Intervention training aims to empower individuals and communities to support and show solidarity to those affected by hate and hostility.

The training was delivered by Communities Inc and was designed to provide tools on how to safely intervene when an incident is taking place, making our communities a safer place for everyone.

The training aimed to give people:

- A better understanding of the different levels of hate
- A greater understanding of the bystander effect and the reasons why people don't intervene
- Increased awareness of the range of interventions that can be made
- Higher confidence to intervene
- Motivation that will increase the likelihood of making an intervention



Mindfulness Workshop

Ran by Duncan Fisher and John Gerrard of the Kendal Buddhist Group (Theravada), festival attendees were offered a taste of mindfulness in our Mindfulness Workshop. Sharing some of the teachings from the Open Meetings based on the 'in Plain English' book series by Bhante Henepola Gunaratana. Participants were shown how to relax their mind using movement and proper breathing techniques to help calm the mind.

ESCAPE TO SAFETY EXHIBITION

This year Kendal Unity Festival incorporated the Escape to Safety exhibition designed by Global Links.

Escape to safety is an interactive multimedia installation that enables you to experience something of what it is like to be a refugee seeking asylum in Britain. It is designed for young people and adults from the age of 11 upwards. It provides the opportunity to think about issues such as:

- What is the welcome we want to give to refugees?
- What is your image of asylum seekers in Britain?
- Where does this image come from?

Each participant 'walks in the shoes' of the refugees from Eritrea, Iran and Sudan, through a labyrinth of 8 stations depicting the different stages a refugee experiences before seeking asylum in Britain. They listen to the refugee voices interacting with border and immigration officials and the media.

Escape to Safety is an experiential activity combined with facts and figures that challenges racism towards refugees. It is premised on the idea that experiential learning is the most profound and effective form of learning.



QUIET ROOM

Thanks to the hard work of volunteers, and South Lakes Interfaith Forum, a quiet room was available all day.

A safe space available to everyone, the quiet room was a space for meditation and prayer, as well as quiet reflection on the experiences in the Exhibition

People from all different walks of life took the time to visit, recording visitors from six different religions, while 20% of visitors identifying as having no faith.



COMMUNITY LED PERFORMANCES

Full Council 5 February 2024

Page 66 of 84

At this years Kendal Unity Festival we wanted to showcase local talent from a range of backgrounds, who could encourage people to try new things no matter who they are.

Despite the weathers attempt to quiet our festival, we still managed to make some noise on stage with the help of several groups, who also encouraged our audience to have a go.

Dance Attik were the first to take the stage, a dance troupe from Kendal led by Lucy Everett. A unique fusion of street and jazz dance, teaching classical and modern technique in a fun, friendly, and creative way. Dance Attik blew us away with their moves.

At the end of the performance the Dance Attik students took the opportunity to get the audience involved by teaching the audience some moves!





Growing Singing, an acapella group from Kendal, delighted us with their melodic renditions. After teaching us a song, together we managed to bring Kendal Town Centre to life with their harmonic powers.

Growing Singing aims to encourage and enable a growing number of people around Kendal and the South Lakes area to enjoy the benefits of a booming good sing. They believe singing can benefit people physically, mentally, emotionally, socially, spiritually, and musically.



Hannah Strong's Vocal Tuition made a return, impressing people with their heartfelt performances.

Hannah Strong coaches young singers of a range of ages, in singing for musical theatre, stage performance and coaching their technique.



GUEST SPEAKERS

Part way through the day, organisers and authorities took the stage to share with us what the Power of Unity means to them.

We heard from Marcia Reid Fotheringham Deputy Lieutenant, Sam Scott High Sheriff, Julia Dunlop Mayor, and Guy Tirvengadum Chair of the Cumbria Unity Festival & AWAZ Cumbria..

One of the great successes of the festival was how engaged the audience was when it came time to have a go themselves. Participation felt natural, and people were eager to join in.



KENDAL PEOPLES CAFE - WASTE INTO WELLBEING

During lunch time Kendal People's Cafe – Waste into Wellbeing served up a variety of food from all over the world. Usually running on a Saturday at Kendal Foyer, their pop-up at Kendal Unity Festival was extremely popular.

Kendal Peoples Cafe served its first customers in March 2017. In the 2 years since then it has prepared more than 5000 meals using food which would otherwise have been thrown away.

It has turned waste ... into wellbeing.

It has also been recognised for its efforts by winning the Cumbria Life magazine 'best food initiative' award in 2018.



LANGUAGES CAFE

A new addition to the festival, we wanted a designated space for people to meet new people and make connections. The Languages cafe fulfilled this roll.

Having the primary focus be a language exchange forged a smooth flow in the conversation. Both monologists and polylinguists alike were able to learn something new.

It brought together people from a variety of backgrounds and connected them in a positive way. This successful addition to Kendal Unity Festival is sure to return next year.



ACTIVITIES AND STALLS

This year organisations were asked to think about how we could make stalls as dynamic as possible. We wanted to create a space where everyone could find something to try, and also learn something new.

KENDAL LADS AND GIRLS CLUB got members of the public to help them vote on potential new names for the Community Centre, which since established has been a thriving space that aims to include all in a range of fun activities. They also brought along kits to make friendship bracelets.

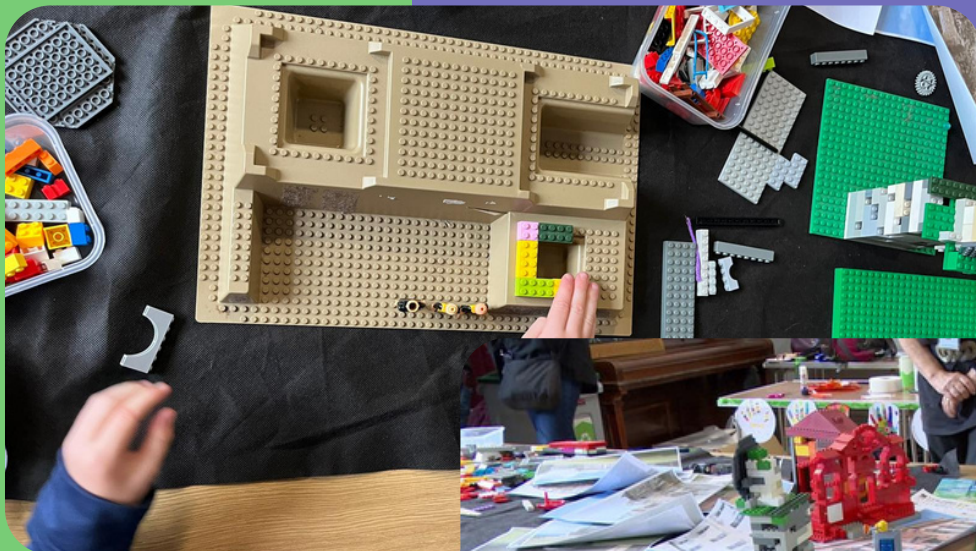


ARTS4ALL - LEGO KENDAL



ArtWorks is a small team of volunteers who work to raise funds, raise awareness for mental health and well-being charities Using art based projects to bring people together and promoting the artists who join our projects

At this years Kendal Unity Festival, they brought along boxes and boxes of lego with a challenge to the public to help them build some of the buildings around Kendal.



PRIDE

COLLABORATION

This year Kendal Pride made its debut over the Unity Festival Weekend. In the spirit of unity, we felt a collaboration was in order.

People were able to celebrate every aspect of their identity in one space thanks to the Kendal Pride's contribution of face painting and crafts.



WESTMORLAND & FURNESS YOUTH COUNCIL

Westmorland and Furness Youth Council set up a stall to help educate the public on ways to help save the environment, using a quiz and a hook a duck game. They even helped people make sustainable bird feeders using pinecones.



FAIRTRADE KENDAL

Fairtrade Kendal were able to spread the good news that Kendal had been a Fairtrade town for 30 years. To help them celebrate they offered a chocolate tasting, showing the difference between Fairtrade chocolate and others.

Fairtrade works to make sure farmers are paid a fair wage and limit exploitation. The volunteers shared lots of information on the importance of this work and how it has affected people's lives.



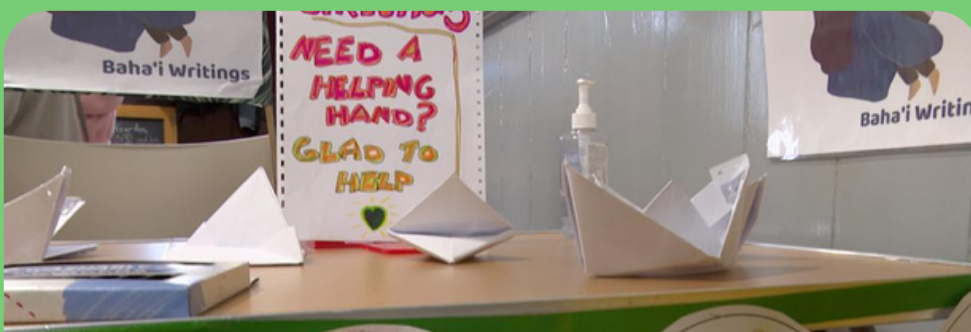
FRIENDSHIPS AND FLOWER MAKING

Organised and ran by the Baha'is of Kendal in conjunction with Kendal Unity Festival. Two activity stalls were available. One taught festival goers how to origami fold a boat known as a "friendship", that they could then decorate and take away.

The other activity based on the quote "Ye are all fruits of one tree, the leaves of one branch, the flowers of one garden." promoted unity in the form of making flowers using scrap materials, sustainable but stylish.

The Bahai's of Kendal also helped organise the bunting, by asking local schools to get involved. This helped brighten the festival space, as well as promote the festival to families.

The Bahai Faith is a worldwide religion founded on the principles of oneness and unity, established in 1844 in Iran.



CONCLUSION

It was an amazing feeling to be able to get together again and celebrate unity in our community, and with the response of participants and delivery groups, the connections made between groups operating in the community, and the experience from which we always build, we cannot wait to organise an even bigger and better Kendal Unity festival next year!

The next KUF will be held in 2024.

Please visit our website www.cumbriaunity.org for pictures and videos of the day and more detailed description of the events; and our [Facebook page](#) to keep up to date with news and information.



WATCH THE VIDEO OF THE DAY!



Kendal Town Council Full Council – 5 February 2024 Reports from Representatives on Outside Bodies

Lancaster Canal Regeneration Partnership Executive Meeting held on 5 January 2024 via Microsoft Teams

Key points:

- Helen Watson-Moriarty has now taken up post with LCRP as Project Manager.
- HWM that confirmed that now LCRP is a CIC, a formal AGM is not needed. Annual Accounts will be presented in September 2024.
- **Task & Finish Groups' updates:**
 - 1) **Towpath improvement group:** Although all the legal documentation is not yet complete for the W&F SPF money, which means bids from contractors are still to be invited, work can start using the £300k matched funding. Some of this is already covering design and project management fees. Altogether the £1m 'in the pot' should allow 4-5 kms of towpath to be upgraded. There is an extremely tight deadline: all money must be spent by January 31st 2025. A 0.3km stretch of path has been removed from the bid as it involves complex private land ownership issues and could hold up the work. W&F will deliver work on this, subject to funding. It is hoped there will be enough underspend from the whole project to continue improvements to the south of Holme and W&F have requested design work should include this. All being well, contractors will be on-site in May and will complete the work in 3-4 months. The need to avoid late, wet autumn/winter work was stressed. HWM will continue to investigate potential donations of materials from local quarry owners; if successful, this would help with underspend/the Holme section.
 - 2) **Funding group:** Additional sources of funding are being investigated from other bodies where aims and objectives may align-eg the National Heritage Lottery. Money previously retained by the IWA (£16k) can now be returned to LCRP now it is a CIC and an 'accountable body'. Bridges on the northern section are in poor repair. Funding will be needed to restore them, improve safety and engage land-owners. Other options to consider are: approaching W&F to adopt them, as 'listed structures'; using the IWA Waterway Restoration Group to help with maintenance; and investigating the use of Path Creation Orders which have been used successfully in the Yorkshire Dales National Park.
 - 3) **Biodiversity group:** Initially the focus is on the Canal Head to Natland Rd section and especially Burton Rd to Natland Rd where no work has yet been done. Meetings on site have taken place with CWT, W&F and Stuart Lockton (formerly the lead in the Pollinator Project) regarding the existing flora and fauna and how it can be enhanced to increase biodiversity. It was agreed that funding be sought for a paid project manager to oversee the process, including managing volunteer labour. Work would start on the Kendal stretches but continue along the towpath as upgrading work was completed. Volunteer Community Payback and Horticare were suggested as sources of volunteers, as well as Kendal Conservation Volunteers, and these contacts are being followed up. W&F colleagues also suggested that the LCRP's application to the Locality Board should involve CWT and this is now actively being progressed. The huge challenge presented by the Burton Rd crossing, currently preventing full access to the towpath for less vigorous walkers, cyclists, Motability scooters and pushchairs was discussed. It was agreed that past reports and suggestions be looked at for possible solutions, plus contacting LCWHIP for their thoughts.
- **Promotion group:** A promotion group has now been formed and will first meet on 17th January. A draft website, including a socials and murals brief, is in development with tasks and dates attached.

Cllr Liz Hendry

Kendal Town Council
Notice of Motion
Full Council, 25 January 2024

Kendal Town Council:

i) has taken action to address climate change. The Kendal Citizens' Jury has made recommendations to help combat the effects of climate change, and the council's committees have also discussed the role of Cumbria Pension Fund's current investments, with regard to fossil fuel.

ii) recognises that

- The transition to renewable sources of energy is happening very quickly. With little or no warning, at some point soon, investors will decide they don't want to invest in fossil fuels anymore as they are a dying technology. When that happens there will be a severe market revaluation (or crash) as investors withdraw their shares with accelerating urgency. If Cumbria Pension Fund still holds assets in fossil fuel companies, they will be stranded and worthless.
- despite the Cumbria Pension Fund's current belief that it is better to remain as a shareholder in these companies in order to influence things through 'engagement', there is no evidence that this has made any difference to the way that fossil fuel companies operate. By remaining as shareholders, the Pension Fund is legitimising fossil fuel companies' climate-damaging operations.
- Cumbria Pension Fund's investment in fossil fuel companies funds the extraction of ever more oil, coal and gas, which climate scientists are absolutely clear must stay in the ground if we are to avoid the worst effects of the building climate breakdown. Kendal Town Council has declared Climate Emergency, and asking Cumbria Pension Fund to divest from fossil fuels is in alignment with, and support of, that declaration. Time is fast running out in which we can prevent runaway climate catastrophe, and we all need to do what we can now, and use our voices, however small they seem.

iii) accordingly resolves to write to Cumbria Pension Fund, through Westmorland and Furness Council, asking it to divest its fossil fuel holdings.

iv) further resolves to

- inform the local media of this decision
- write to Tim Farron MP (who is believed to be in support of divestment from fossil fuels) to indicate Kendal Town Council's support for Cumbria Pension Fund to divest from fossil fuel companies.

Further information

Members may find the following of help in their consideration of this issue.

Carbon Tracker has produced various reports: (example:

<https://carbontracker.org/investors-need-to-look-carefully-at-stranded-asset-risks/>)

<https://amp.theguardian.com/business/2023/nov/23/companies-still-investing-too-much-in-fossil-fuels-global-energy-watchdog-says>



Kendal
Town Council

Kendal Town Council

Nov 2023 - Payment Schedule

<u>Date Paid</u>	<u>Details</u>	<u>Amount Paid</u>
01/11/2023	Waterplus	Allotment Water £306.61
01/11/2023	Vanguard Ltd	Van Tracker Nov 23 £9.60
01/11/2023	Lound Road Garage	Fuel Van £126.52
01/11/2023	Sage Uk Ltd	Nov IT Support £36.00
06/11/2023	Barclays Bank	Bank Charges £8.50
07/11/2023	Aha Distribution	Leaflet Distribution £2,772.00
07/11/2023	Naturescape.co.uk	Flowers £149.94
07/11/2023	Nisbets Ltd	Water Bottle £83.98
07/11/2023	Cronshaw Electrical Ltd	Office Lighting Work £960.00
07/11/2023	North West Pest Control Service	Pest Control Services £586.80
07/11/2023	CL&F Festival Grants	Mountain Festival Grant £5,000.00
07/11/2023	W&F Council	TEN Switch on License £21.00
07/11/2023	Royal Mail	Postage CIB £3.45
07/11/2023	Homebargains	Switch-on Candles £7.92
13/11/2023	Christmas Plus Ltd	Dismantle Bunting £317.52
13/11/2023	The Creative Branch	Updating Poster £135.00
13/11/2023	Continental Landscapes	Spring Bedding Plants £4,670.40
13/11/2023	Continental Landscapes	Hedge Cutting Wattsfield £252.00
13/11/2023	CL&F Festival Grants	Zine Festival 2nd Grant £489.00
13/11/2023	Blackburn IT Services Ltd	Allotment Ins App £180.00
13/11/2023	CL&F Festival Grants	Kendal Rugby/Fbl Club Grant £2,000.00
13/11/2023	Community Grants	Outside In Grant £1,500.00
13/11/2023	Community Grants	Windows on Art £500.00
13/11/2023	Adobe Systems Software	Adobe Nov 23 £30.34
14/11/2023	Kendal Office Equip Ltd	Stationery £40.68
14/11/2023	MD Hanafin and Sons Ltd	Treated Posts £118.94
14/11/2023	iTek Computer Solutions Ltd	ITEK Support Nov23 £387.71
14/11/2023	MJW Audio	Switch On Audio £825.00
14/11/2023	HR Meeting	Food £65.75
15/11/2023	Staff Reimb	SKU Expenses £100.86
15/11/2023	Mayoral Allowance	Mayoral Exps £252.00
15/11/2023	iTek Computer Solutions Ltd	Annual Microsoft 365 £1,339.20
15/11/2023	E-ON Next	Garage Elec £31.00
20/11/2023	Salaries	Nov Salaries £18,890.83
24/11/2023	HMRC	Nov HMRC £7,546.77
24/11/2023	Cumbria LG Pension	Nov Pension £7,075.10
07/11/2023	Bravo Benefits Ltd	CV Nov 23 £10.42
20/11/2023	Community Grants	Kendal South Choir Grant £250.00
20/11/2023	Community Grants	Space 2 Create Grant £1,500.00
23/11/2023	Boyes	Hw Exp £23.96
23/11/2023	Drum Nation CIC	Switch On Drum Nation £450.00
23/11/2023	JT Atkinson & Sons Ltd	Plywood £57.24
23/11/2023	MJW Audio	Switch On Audio 2 £915.00
23/11/2023	Emma C Brown Ltd	Day HR Session £960.00
23/11/2023	Flowers by Arrangement	Flowers CIB £40.00
23/11/2023	Growing Singers Choir CIC	Choir Switch on £100.00
23/11/2023	Lakeland Thinning's Christmas	Christmas Tree £620.00
23/11/2023	Christmas Plus Ltd	Banner Repair £158.40
23/11/2023	Castle Green Kendal Ltd	CIB Afternoon Tea £1,032.00
23/11/2023	UK Electrical Services Carlisle	Electrical Check Repairs £3,432.00
29/11/2023	Community Grants	Abbot Hall Bowling Club £75.00
<u>TOTAL</u>		<u>£66,444.44</u>



Kendal Town Council

Dec 2023 - Payment Schedule

<u>Date Paid</u>	<u>Details</u>	<u>Amount Paid</u>
01/12/2023	James C Barnes	Design - Mayoral Christmas Card
01/12/2023	Westmorland County Agricultural	Hire of Crowd Barriers
01/12/2023	Kendal Lions and District	Santa & Sleigh
01/12/2023	Art in Motion	Stilt Walkers
01/12/2023	Christmas Plus Ltd	New Projector
01/12/2023	Adecco Ltd	Casual Staff
01/12/2023	Adecco Ltd	Casual staff
01/12/2023	CT Hayton Ltd	Rabbit Netting
01/12/2023	Anna Bailey	Visit Kendal Web & BID
01/12/2023	Flowers by Arrangement	2 x Bouquets Switch on
01/12/2023	CL&F Festival Grants	Kendal Parish Church Grant
01/12/2023	Friends of Nobles Rest	Bio Grant
03/12/2023	iTek Computer Solutions Ltd	New Laptop
03/12/2023	iTek Computer Solutions Ltd	IT Support Dec
03/12/2023	CT Hayton Ltd	Wheelbarrow
03/12/2023	Taylor's Funfair	Tea Cup Hire Switch on
04/12/2023	Barclays Bank	Bank Charges
04/12/2023	Suez	Suez Waste
04/12/2023	Staff Reimb	BIB Parking
04/12/2023	Lound Road Garage	Fuel Van
04/12/2023	W&F Council	W&F Meeting Costs
04/12/2023	W&F Council	Road Closure Christmas
04/12/2023	W&F Council	Bins
07/12/2023	DocuSign Inc	12 mths DocuSign
08/12/2023	Waterplus	Allotment Water
11/12/2023	Adobe Systems Software	Adobe Dec 23
12/12/2023	Petty Cash	Cash Bal from Float
12/12/2023	Staff Reimb	CLlr Parking BIB
12/12/2023	Tech 4 Office Equip	Photocopies
12/12/2023	Tech 4 Office Equip	Photocopies
12/12/2023	Tony Wood Maintenance	T.Wood - Mowing
12/12/2023	Cumbria Association of Local C	CLlr Training
12/12/2023	Quaker Tapestry Ltd	SLEDP
12/12/2023	South Lakes Action on Climate	Eddington Grant 2
12/12/2023	South Lakes Action on Climate	Eddington Project Grant 1
12/12/2023	Kendal Office Equip Ltd	Stationery
12/12/2023	W&F Council	Mayors Parlour
12/12/2023	Joanne Nicholson	Mayoral Event Casual Staff
13/12/2023	The Works	Envelopes
13/12/2023	Royal Mail	Stamps
13/12/2023	Royal Mail	Stamps - C. Card
13/12/2023	Vouchers	KTC - C.Mason/R.Stirling
13/12/2023	Float Funds	Float for Mayor's Coffee Morning
15/12/2023	E-ON Next	Garage Elec
15/12/2023	Vanguard Ltd	Dec Tracking Fee
18/12/2023	Sage Uk Ltd	Sage Support Dec
18/12/2023	Ben Unsworth	Support Coffee Morning
18/12/2023	Tech 4 Office Equip	Photocopies
19/12/2023	Salaries	Dec Salaries
20/12/2023	Bravo Benefits Ltd	Childcare Vouchers Dec
28/12/2023	Cumbria LG Pension	Dec Pension
28/12/2023	HMRC	Dec 23 HMRC
19/12/2023	Hattons Traffic Management	Traffic Management
19/12/2023	SKU Consultancy and Training	Coffee Morning Support
19/12/2023	Tech 4 Office Equip	Photocopies
19/12/2023	B & Q	Seeds
19/12/2023	Screwfix	Padlock
19/12/2023	Absolute Digital Print Ltd	Mayor's Christmas Cards
19/12/2023	LRC Projects (North West Ltd)	Christmas Tree Collection
20/12/2023	Canva	12 mths Canva
20/12/2023	ADT Fire & Security plc	Signalling Transmission Service
20/12/2023	Community Grants	St Thomas Community
21/12/2023	Christmas Plus Ltd	Lights Installation
29/12/2023	Siemens Financial Services Ltd	Photocopy lease
<u>TOTAL</u>		<u>£75,683.71</u>