

Kendal Town Council

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



30 January 2023

Dear Councillor

You are summoned to attend a meeting of the Council commencing at **7.30 p.m.** on **Monday, 6 February 2023**, for the purpose of transacting the business specified in the following agenda. 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 be '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.

South Lakes Poverty Truth Commission

To receive a presentation from South Lakes Poverty Truth Commission on their current plans and activities.

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

To receive the minutes of the meeting held on 5 December 2022 and to authorise the Chair to sign them as a true record (see attached).

5. Minute Action Sheet

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

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

7. Committee Membership

To accept a proposed amendment to Committee Membership, namely the addition of Cllr L Hendry on the Allotments Committee, and to note other changes, if any.

8. Reports and minutes from Committees

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

- (a) Allotments Committee on 12 December 2022
- (b) Audit, Grants and Charities Committee on 19 December 2022
- (c) Christmas Lights and Festivals Committee on 21 November 2022
- (d) Environment and Highways Committee on 16 January 2023
- (e) Management Committee on 9 January 2023
- (f) Planning Committee on 21 November, 5 and 19 December 2023 and 9 January 2023

9. Reports from Representatives on Outside Bodies

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

- (a) Dementia Hub (a written report from Cllr R Sutton)
- (b) Integrated Care Community (a written report from Cllr R Sutton)
- (c) Kendal Bid (a written report from Cllr H Ladhams)
- (d) Kendal Community Theatre (a written report from Cllr R Sutton)
- (e) South Lakes Action on Climate Change (a written report from Cllr M Helme)
- (f) South Lakeland Equality and Diversity Partnership (a written report from Cllr G Tirvengadam)

9. Bank Account Signatories

To appoint councillors as named signatories to the following Bank Accounts.

- (a) School of Science and Art (for which the Council is sole Trustee)
- (b) Mayor of Kendal's Charity Account
- (c) Kendal Town Council – various accounts

10. Schedule of Payments

To receive the schedules of payments for November and December 2022 (see attached).

11. Coronation Celebration Plans

To receive a report and confirm funding allocation (see attached).

12. Budget and Precept 2023-24

To consider a report on the Budget for 2023-24 and to set a precept for the coming financial year (see attached).

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED

www.kendaltowncouncil.gov.uk



Minutes of a meeting of Kendal Town Council held in the Council Chamber at the Town Hall, Highgate, Kendal, on Monday, 5 December 2022, at 7.30 p.m.

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

In attendance: Chris Bagshaw, Town Clerk, and Inge Booth, Democratic Services Assistant

Public Participation

No items were brought forward by the public.

There was a short presentation by Michael Bult, Business and Development Manager, **Kendal Museum**. Mr Bult explained that he was present not only due to the Town Council's vested interest in the Museum building, but also to bring Members up to date on the workings of the Museum and future plans, as well as to seek the Town Council's help. Mr Bult pointed out that it was his main aim to promote the Museum to the community. He stressed that something radical needed to happen and he was seeking the Town Council's help to do this. The Museum currently opened for just three days a week and it was hoped to increase this to five days. The collection was owned by the District Council and would be in existence forever, however, Mr Bult felt that there was potential to change the building and to diversify and create a multi-attraction. His suggestion was to improve the internal facilities, firstly by converting the basement into a people's gallery in which local artists could display their work. Secondly, he wished to convert the existing lodge into a bird house in which to display 70% of the Museum's collection of taxidermy birds. This, he felt, could be done at a cost of approximately £70,000 to £80,000. He further proposed to convert a storage area above the World Wildlife Gallery to house the other 30% of the bird collection. Mr Bult recognised that some people may be put off by taxidermy and was suggesting building an interpretation room for people to enter prior to visiting the collection. This small room would house videos and interpretation boards through which to educate people on the subject. Mr Bult referred to his biggest proposal which was to refurbish the upstairs area of the building to create a community performance hall and thereby create endless opportunities through the provision of a 200 seat theatre-style venue. Mr Bult lastly explained that the Museum would also like to take Castle Dairy on board, that building being within the curtilage of the Museum. Mr Bult closed, explaining that he was keen to set up a

community fund-raising group which he had already started, to meet twice yearly with both the Town and District Councils and to set up a Friends of Kendal Museum Group, for which he had already found the first friend. The last thing that Mr Bult wished to raise with the Council was that the Museum wanted to buy and install a lift to open up all three levels, for which three quotes for between £22,000 and £25,000 had been received.

The Mayor thanked Mr Bult for his presentation and explained that the issue would be looked at by the Town Council. He asked the Town Clerk for clarification with regard to the formal link between the Museum and the Town Council. The Town Clerk explained the first link which was that the Council was the corporate body with sole trusteeship of the Museum. The building and the Allen Institute was leased by Kendal College. In addition, for some time, the Town Council had funded the collection modestly by £2,000 per year.

Mr Bult answered a number of questions raised by Members, explaining how he publicised the Museum through social media and a brochure which had been costly to produce. He informed Members that the Museum had not applied for Lottery funding in the correct manner and had, therefore, been unsuccessful, having applied for too much money and without support or match-funding. Members having raised concerns with regard to proposals in relation to the taxidermy collection, he explained that this needed to be turned around through education. He stressed the fact that customers liked the eclecticism of the collection and that the proposed interpretation room would deal with origins, thereby resulting in less of a shock for people. Mr Bult explained the importance of ensuring that Kendal Museum and Abbot Hall did not cross boundaries.

The Mayor thanked Mr Bult again, recognising the need to create and foster future dialogue.

39/2022 Apologies

Resolved: To receive and accept apologies for absence from Cllrs G Archibald, J Brook, A Campbell, D Miles, T Perkins and G Tirvengadam.

40/2022 Declarations of Interest

No declarations of interest were raised.

41/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

42/2022 Minutes of Last Meeting

It was proposed by Cllr S Coleman, seconded by Cllr H Ladhams and, a vote having been taken,

Resolved: To receive the minutes of the meeting of the Council held on 3 October 2022 and to authorise the Chairman to sign them as a true record.

43/2022 Mayor's Communications and Announcements

Members considered the latest report from the Mayor which was included within the Agenda.

The Mayor was pleased to point out that, despite the initial postponement, the Mayor's Parlour open days had now taken place and that it was planned to hold more of these tours in the following year, also with groups and individuals being able to seek to arrange bespoke tours. Attention was drawn to the fact that staff at Kendal Library were keen to visit the Parlour.

The Mayor further referred to the recent Christmas Light Switch On event which had been linked with the Kendal Mountain Festival for the first time. This, he said, had been a hugely successful event which had demonstrated the vibrancy of the Town. He also pointed out that he had represented the Council at a number of festivals, for example, the Wool Gathering.

The Mayor closed, thanking Members who had volunteered to assist at the Mayor's Coffee Morning on 17 December. He stressed the fact that any other Members were welcome to join in and suggested that they contact the Events Officer to volunteer their services, even if only for a short time. He felt that Members should be visible at such events and that this was vital for the Council's public persona. In addition, raffle prizes would be gratefully received.

Resolved: To receive the report.

44/2022 Minutes from Committees

The Council was presented with the minutes from recent meetings of the Council's standing committees.

- (a) Allotments Committee on 31 October 2022 – It was queried whether the Council had yet issued a press release in relation to Canal Head Extension (Minute No.A21/2022), as it was felt that the public should be made aware of what course of action the Council was taking to remedy the flooding issues. The Town Clerk reported that a staff meeting on the matter had been held earlier in the day, and explained that there was now an additional problem of vandalism on the site. He agreed that there was a need to provide an explanation to the public and also with regard to the vandalism. In response to a question regarding Minute No.A19/2022 (Asbestos Site Investigation – Underley Hill Allotment Gardens), the Town Clerk advised that Natural Kendal was to be approached regarding suitable options for planting. In addition, officers were looking at how to include biodiversity in that area. It was pointed out that in Minute No.A21/2022, reference was made to Cllr A Blackman speaking to the Head of Heron Hill School and that this should, in fact, read "the Head of Governors at Heron Hill School." Members sought further details in relation to Minute No.A22/2022 (Waiting List) and the Town Clerk, as well as pointing out that more Members were required to join the Allotments Committee, explained that the traditional shortage of plots had become acute during lockdown, with approximately 100 additional names having been added to the list. He explained, however, that people who took on allotments often became dispirited and that this accounted for the high churn of tenants. There remained though over 100 names on the Waiting List and so there was still an element of shortage of plots. The next Council Newsletter would explain the work carried out by the Council Services Officer in relation to the process. In response to a further query regarding the

potential to split sites, the Town Clerk advised that the Council was quite flexible in this regard. The minutes were proposed by Cllr A Finch and seconded by Cllr J Cornthwaite.

- (b) Audit, Grants and Charities Committee on 28 September and 13 October 2022 – The Chair of the Committee thanked Cllrs S Coleman and L Edwards for offering to join the Committee and looked forward to welcoming them. The minutes were proposed by Cllr Dunlop and seconded by Cllr D Rathbone.
- (c) Christmas Lights and Festivals Committee on 26 September 2022 – The Chair of the Committee thanked those Members who had volunteered to marshal at the Christmas Lights Switch On event. Members praised the Committee and officers for the work put into running the event which had been well attended, with excellent feedback having been received. They further welcomed the changes in the event and the dark skies initiative. Questions were raised around the Kendal Cycling and Walking Festival idea and the Coronation event. The Committee would be meeting soon to discuss plans for the Coronation and the need to ensure that this was accessible to all parties was stressed. She advised that the Committee had provided a grant towards the Cycling and Walking Festival and concurred that earlier talks should be held with the Mountain Festival Committee next year and to work with the Westmorland and Furness Council to see how many people could attend the event. The Rinteln gazebo was popular and should be included in future plans, along with improved food and drink provision. The minutes were proposed by Cllr Ladhams and seconded by Cllr M Helme.
- (d) Environment and Highways Committee on 14 November 2022 – The Chair of Environment and Highways reported that the Committee remained busy. Attention was drawn to E35/2022 (Project Update Report) and draw down of CIL funding. He explained that this was an early bid, pointing out that it had not yet been resolved and that discussions had yet to take place on how the CIL funding would be used. The Management Committee would consider the budget at its January meeting. The minutes were proposed by Cllr Hennessy and seconded by Cllr S Blunden.
- (e) Kendal in Bloom on 17 October 2022 – The Chair of the Committee referred to Minute No.B14/2022 and was delighted to inform Members that Kendal had been awarded the Gold Award for Cumbria in Bloom. It was still hoped that Kendal would be asked to represent Cumbria in Britain in Bloom next year. He wished to draw Members' attention to the fact that the Townscape Manager had been instrumental in creating the Platinum Jubilee bed which had won first prize overall in Kendal. The Committee's commitment to wildflower planting across the town was welcomed and the Townscape Manager thanked for his expertise. The minutes were proposed by Cllr Blackman and seconded by Cllr L Hendry.
- (f) Management Committee on 7 November 2022 – The minutes were proposed by Cllr S Coleman and seconded by Cllr S Long.
- (g) Mayoralty and Arts Committee on 24 October 2022 – Cllr D Rathbone reported that there had been long discussions in relation to town twinning and also advised that a date was being sought on which to enable Members to view the Kendal Town collection. Attention was drawn to the fact that Cllr Rathbone was Chair of the Committee and Cllr J Dunlop Vice-Chair, and that this required correcting within the minutes. Some discussion took place with regard to Kendal's twinning with Killarney (MA17/2022), Cllr Rathbone pointing out that this relationship had not been as fruitful as previously now that Killarney Town Council no longer existed. It was, therefore, suggested that the Council might seek to identify appropriate community groups with

whom to move forward. Cllr Rathbone explained that this was already being done and welcomed any further suggestions. The minutes were proposed by Cllr D Rathbone and seconded by Cllr J Dunlop.

- (h) Planning Committee on 3 and 17 October and 7 November 2022 – Cllr D Rathbone was pleased to advise that the Committee had since agreed a response to the District Council's additional list of Call for Sites proposals in relation to the South Lakeland Local Plan 2021. The minutes were proposed by Cllr Rathbone and seconded by Cllr J Cornthwaite.

Resolved: To receive the minutes from the committees, with any suggested amendments outlined above to be made to the receiving committees.

Council was also being asked to accept two proposed amendments to Committee memberships. Members further sought a full copy of the up-to-date Committee Memberships List.

It was moved by Cllr S Coleman, seconded by Cllr M Helme, and

Resolved: To accept the following changes to Committee memberships:

- (1) Cllr L Edwards to replace Cllr S Coleman on the Allotments Committee.
- (2) Cllrs S Coleman and L Edwards to be added as Members on the Audit, Grants and Charities Committee.
- (3) Members to be provided with a full copy of the up-to-date Committee Memberships List.

45/2022 Reports from Representatives

The Council considered the following reports:

- (a) Carer Support South Lakes (a written report from Cllr R Sutton) – Cllr Sutton was not present at the meeting, however, no questions were raised.
- (b) Kendal Rinteln Association (a written report from Cllr A Blackman) – Cllr Blackman pointed out that the report was in two parts, his own Chairman's report and a beautifully written report from Cllr L Hendry on her visit to Rinteln between 24 and 28 October. Members echoed Cllr Blackman's sentiments with regard to Cllr Hendry's report.
- (c) Lakes Line Rail Users Group (a written report from Cllr S Coleman) – Cllr Coleman welcomed the 24% increase in services on the Lakes and Furness lines which would also involve six-carriage trains instead of the current three carriages. Members welcomed the improvements which had been made by Northern Rail.
- (d) SLACC Trustees (a written report from Cllr M Helme which although not included on the agenda had been circulated prior to the meeting) – Cllr Helme said that the burning issue was with regard to the Coalmine. She further referred to the good work being carried out in relation to the People's Café.

The Chair thanked representatives for their reports and Cllr Helme, seconded by Cllr Coleman, moved that they be received.

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

46/2022 Notice of Motion – Short Term Holiday Letting and Housing Supply

The Town Council's Planning Committee had been working on the issue of short-term holiday letting and its impact on the local housing market. Following research and consideration, it had proposed the following motion, proposed by Cllr A Campbell and seconded by Cllr H Ladhams (Vice-Chair of Planning Committee) to address the issue:-

"The Council believes that everyone in Kendal should be able to buy or rent an affordable home in town and notes with deep concern the growing shortage of homes in Kendal and the surrounding parishes thanks to the increase in the number of second homes, holiday lets, and Airbnbs in the community leading to increasing house prices, increasing rent costs and an increasing number of residents seeking social-rented housing.

The Council also notes with deep concern the increasing incidences of eviction in South Lakeland District and the rising number of homelessness applications received by the District Council.

The Council recognises the importance of tourism and hospitality to Kendal's economy, providing jobs for locals and amenities to both locals and visitors. The Council also recognises that accommodation is a key requirement to sustaining a healthy tourism and hospitality sector.

However, without affordable housing, Kendal risks losing not only its local workforce but young people, families, and pensioners, who are being priced out of the community by rising housing costs. Fewer people using services like the Post Office, local transport, schools, and libraries, put those services at risk of closure and fewer workers damage Kendal's economy as local businesses struggle to recruit employees.

Current planning law is not sufficient to protect local homes for local people.

We, therefore, call on the Secretary of State for Levelling Up, Housing and Communities to protect local homes for local people by adopting the following reforms:

- 1. Require property owners to seek planning permission before converting their properties to second homes, Airbnbs and other holiday lets thereby handing local authorities the power to control the number and location of such properties in Kendal and the surrounding communities.*
- 2. Grant local authorities the power to charge a council tax premium on second homes in excess of the current 100% maximum.*
- 3. Grant planning authorities the power to demand more affordable homes from developers, up to 100% of a development.*
- 4. Restrict developers' use of viability assessments to reduce the number of affordable homes built.*

The Council, also urges South Lakeland District Council and Westmorland and Furness Council, when considering any planning application concerning a dwelling, to use any and all powers available to them to ensure that that dwelling becomes or remains a primary residence.

The Council also calls on South Lakeland District Council and Westmorland and Furness Council to join this Council and our Member of Parliament in lobbying Ministers to protect local homes for local people in Kendal and in our South Lakeland communities."

In the absence of Cllr Campbell, the Mayor proposed the motion as set out on the agenda. Cllr H Ladhams, seconding the motion, raised a number of amendments, details of which had been placed before Members prior to the meeting. The amended motion would read as follows:-

"The Council believes that everyone in Kendal should be able to buy or rent an affordable home in town.

We note with concern that local people or people who wish to work here in Kendal or the surrounding parishes can't find affordable homes because of the increase in the number of second homes, holiday lets and Airbnbs.

The Council also notes with alarm the increasing incidences of eviction in South Lakeland District and the rising number of homelessness applications received by the District Council.

The Council recognises the importance of tourism and hospitality to Kendal's economy, providing jobs for locals and amenities to both locals and visitors. The Council also recognises that accommodation is a key requirement to sustaining a healthy tourism and hospitality sector.

However, without affordable housing, Kendal risks losing not only its local workforce but young people, families, and pensioners, who are being priced out of the community by rising housing costs. Fewer people using services like the Post Office, local transport, schools, and libraries, put those services at risk of closure and fewer workers damage Kendal's economy as local businesses struggle to recruit employees.

Current planning law is not sufficient to protect local homes for local people and, too often, developers are able to fall back on opaque 'viability' factors for reducing the affordability of their new housing.

We, therefore, call on the Secretary of State for Levelling Up, Housing and Communities to protect local homes for local people by adopting the following reforms:

- 1. Require property owners to obtain planning permission before converting their properties to second homes, Airbnbs and other holiday lets thereby handing local authorities the power to control the number and location of such properties in Kendal and the surrounding communities.*
- 2. Grant local authorities the power to charge a council tax premium on second homes in excess of the current 100% maximum.*
- 3. Grant planning authorities the power to demand more affordable homes from developers, up to 100% of a development.*

4. *Grant planning authorities the power to suspend a development if developers attempt to exploit viability assessments to reduce the number of affordable homes without the express consent of the planning authority.*

The Council, also urges South Lakeland District Council and Westmorland and Furness Council, when considering any planning application concerning a dwelling, to use any and all powers available to them to ensure that that dwelling becomes or remains a primary residence.

The Council also calls on South Lakeland District Council and Westmorland and Furness Council to join this Council and our Member of Parliament in lobbying Ministers to protect local homes for local people in Kendal and in our South Lakeland communities."

The Mayor having originally proposed the motion agreed to take the amendments on board.

Members spoke in support of the motion as amended, raising the importance of the provision of housing for young people in Kendal. Also raised was the issue of development of affordable housing on the edge of town which was felt to be speculative rather than needs assessed. The need to create affordable homes from existing buildings within the town was stressed. It was pointed out that other areas also suffered from similar problems, for example, Cornwall. The fact that Tim Farron MP was also keen to address the situation was highlighted.

A member pointed out that second homes were not always a bad thing, for example those in places such as Glenridding and, an amendment to the second proposed reform might reflect this. It was felt by others, however, that the current proposal as amended, which highlighted the issues within Kendal, would demonstrate that the Town Council was lobbying on the issue.

A vote was, therefore, taken on the motion as amended and moved and seconded above, and it was

Resolved: To carry the motion as amended and set out above.

Note – At 9.30 p.m., in accordance with Standing Order 3x, a meeting shall not exceed a period of 2 hours, Council voted to continue the meeting.

47/2022 Notice of Motion – Retained EU Law (Reform and Revocation Bill)

In September this year, the Government had introduced the Retained EU Law (Reform and Revocation) Bill. This Bill would result in existing legislation, which protected the environment, preserved wildlife, limited air and water pollution and regulated chemicals and food, being scrapped. Recently, in November 2022, the Government had restated its intention to push ahead, in spite of the universal condemnation voiced by national and local environmental and wildlife organisations. Locally, the effects of such revocation could be severe, impacting upon, and in some cases reversing, years of patient and vital work restoring habitats, balancing ecologies and protecting wildlife.

Council was asked to consider, therefore, a motion proposed by Cllr L Hendry and seconded by Cllr K Simpson, as follows:

"Kendal Town Council condemns the Retained EU Law (Reform and Revocation) Bill, which will reverse decades of progress on environmental and wildlife protection, and will express its opposition in a letter to the Secretary of State for the Environment, Food and Rural Affairs.

The Council invites spokespeople from key local environmental and wildlife organisations to come and update us on their activities in opposing the bill and to indicate how the council may assist their campaign. Suggested organisations could include the Cumbria Wildlife Trust, RSPB, Friends of the Lake District and South Cumbria Rivers Trust."

In proposing the motion, Cllr Hendry referred to the "attack on nature Bill" and pointed out that, if pushed through, this would result in existing legislation being scrapped, with years of work on the protection of wildlife and diversity being put at risk. She was keen to find out what other local organisations were doing with regard to opposing the Bill and to see how the Town Council could support them. Cllr Simpson, as seconder, referred to the Town Council having declared a Climate Emergency and to how the Town's livelihood was dependent on nature. She stressed the importance of cross-party support for the motion.

A number of Members spoke in support of the motion, keen to ensure that the Government did not trample on many years of work.

Following discussion, it was unanimously

Resolved: To carry the motion as read and set out above.

48/2022 Schedule of Payments

The Council was presented with the schedules of payments for September and October 2022. It was suggested that this item be placed further up the agenda for future meetings.

It was proposed by Cllr E Hennessy, seconded by Cllr A Blackman, and

Resolved: To receive the schedules of payments for September and October 2022.

The meeting closed at 9.40 p.m.

Full Council - Minute Action Sheet - as at 30-01-23							
Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
05/12/2022	44/2022	Minutes from Committees	Amendments outlined to be passed to receiving committees.	IJB		06/12/2022	
05/12/2022	44/2922	Minutes from Committees	Changes to be made to Committee Memberships	IJB		06/12/2022	Changes made and updated list of Committee Memberships to be sent to Members w/c 30 January 2023
05/12/2022	44/2022	Minutes from Committees	Members to be provided with a full copy of the up-to-date Committee Memberships List.	IJB			To be sent to Members w/c 30 January 2023
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
05/12/2022	47/2022	Notice of Motion – Retained EU Law (Reform and Revocation Bill)	Action as necessary	CB		Letter written to Secretary of State	Reply from Trudy Harrison MP circulated to members

Event Date	Time	Mayor or DM	Organisation	Event	Venue
02/12/2022	6pm	M	Westmorland Youth Orchestra	Christmas Concert	Kendal Leisure Centre
03/12/2022	11am & 3pm	M/DM	Whiskey Festival	Meet and Greet with Store holders	Parlour
03/12/2022	12 noon	M	Life Steps & Friends Clubs	Life Steps & Friends Clubs	Lads and Girls Club
03/12/2022	1pm	M	RSPB	Xmas Fair	Beezon Fields
05/12/2022	1pm	M	Spanish Mayor Visit	Parlour visit with Spanish Visitors	Parlour
08/12/2022	7.30pm	M	Kendal Community Theatre	Performance - A Christmas Carol	Kendal Town Hall
12/12/2022	6.30pm	M	Eden District Council	Carol Service	St Andrews Church, Penrith
16/12/2022	6.30pm	M	Unitarian Church	Carol Service	Unitarian Church
16/12/2022	7.15pm	DM	K-Shoes	Concert	St Thomas's Church
17/12/2022	9am	M	KTC	Mayor's Coffee Morning	Town Hall
18/12/2022	4pm	M	Kendal Parish Church	Service of Nine Lessons & Carols	Kendal Parish Church
19/12/2022	12 noon	M	Winter Warmer Session	Winter Warmer Lunch	Outside In
20/12/2022	9am	M	Homestead	Xmas present delivery with Fire Brigade & Santa	Various Venues
09/01/2023	7am	M	CAP	1 year of CAP Kendal. Head Office visit.	HQ Bradford
19/01/2023	11am	M	Waste into Wellness	Winter Warmer Session and cooking demo.	Stricklandgate House
28/01/2023	2pm	DM	Kendal Model Railway Club	Model Railway exhibition 60th anniversary	Kendal Leisure Centre

Event Date	Time	Mayor or DM	Organisation	Event	Venue
05/10/2022	10.30am	M	High Sheriff of Cumbria	Judges Service	Carlisle Cathedral
12/10/2022	11.30am	M	Alcedo	Opening of new office	Market Place
14/10/2022	10am	M	KTC	Mayor's Parlour Open Day	Parlour
14/10/2022	11am	M	Flood Scheme	Opening of new bridge	Gooseholme Bride
17/10/2022	2pm	M	KTC	Mayor's Parlour Open Day	Parlour
18/10/2022	2pm	M	Cumbria in Bloom	Cumbria in Bloom Awards	Town Hall
29/10/2022	10.30am & 3pm	M & DM	Wool Gathering	Wool Gathering Exhibition	Town Hall
04/11/2022	11.30am	M	The Well	10 Year Celebration - all day event	Castle Green
10/11/2022	9am	M	Anti-Racist Cumbria		
11/11/2022	9.15am	M	KTC	Remembrance Day	Memorials and Market Place
13/11/2022	8.00am	M	KTC	Remembrance Sunday	Town Hall, Market Place & Parish Church

14/11/2022	11.00am	M	Post Office	Re-Opening in Oxenholme	Post Office Oxenholme
16/11/2022	10.20am	M	SLEDP - Interfaith	Interfaith Forum	Quaker Meeting House
17/11/2022	3.30pm	M	KTC	Mountain & Sky Christmas Lights 22	Base Camp Abbot Park and Market Place
17/11/2022	6.45pm	M	Carer Support	Art Exhibitin Opening	Wainwright's Yard
25/11/2022	10am	M	United Reformed Church	Bible knitting	URC
28/11/2022	9.30am	M	NHS	World Aids Day	Kentwood Clinic for Sexual Health
29/11/2022	10am	M	Morrison's	Scones and Cream	Morrison's Kendal - Café
December Dates:					
02/12/2022	6pm	TBC	Westmorland Youth Orchestra	Christmas Concert	Kendal Leisure Centre next
03/12/2022		M	Kendal Lads and Girls Club	AGM?	
03/12/2022	11am	DM	Whiskey Festival	Meet and Greet with Store holders	Parlour
05/12/2022		TBC	Spanish Mayor Visit	TBC - Parlour visit with 10 x people. TBC	

08/12/2022	7.30pm	M	Kendal Community Theatre	Performance - A Christmas Carol	Kendal Town Hall
12/12/2022	6.30pm	M	Eden District Council	Carol Service	St Andrews Church, Penrith
17/12/2022	9am	M	KTC	Mayor's Coffee Morning	Town Hall

Kendal Town Council

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



Minutes of the meeting of the Allotments Committee held on Monday, 12 December 2022, in the Council Chamber at the Town Hall, Highgate, Kendal, at 7.00 p.m.

Cllr G Archibald (Vice Chair)	Present	Cllr J Cornthwaite	Present
Cllr L Edwards	Present	Cllr A Finch	Present
Cllr C Hardy	Apologies		

Site Representatives present

Castle Drive	E Kelly
Canal Head	Deborah Allison
Crow Tree	Bryan Williams
Underley Road	Chris Rowley

Also present: Cllr L Hendry

In attendance: Chris Bagshaw (Town Clerk), Janine Holt (Council Services Officer) and Pierre Labat (Townscape Officer).

A25/2022 Apologies

Apologies for absence were received and accepted from Cllr C Hardy and from Site Representatives Ros Taylor (Wattsfield), Gwen Tordoff (Castle Haggs).

A26/2022 Declarations of Interest

Cllr Finch reminded members of his previously declared interest as an allotment holder.

A27/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

A28/2022 Minutes of the Previous Meeting

Reference was made to the fact that Full Council had, on 5 December 2022, considered the minutes of the meeting of the Allotments Committee held on 31 October 2022. Attention had been drawn to an error contained within Minute No.A21/2022 (Canal Head Extension) and to the fact that "Head at Heron Hill School" should read "Head of Governors at Heron Hill School". This error had, therefore, been rectified within the hard copy due to be signed by the Chair and the electronic copy due to be published on the Council's Website.

It was noted that a query about asbestos at Underley had been answered at Full Council. The site was being reviewed in conjunction with Natural Kendal and colleagues from the Environment and Highways Committee.

Resolved: To receive the minutes of the previous meeting of the Allotments Committee held on 31 October 2022 and to authorise the Chair to sign them as a true record.

A29/2022 Review of Spend against 2022/23 Budget

The Council Services Officer presented a report reviewing spend against budget at October/November 2022. She explained that around £1,000 remained in the Revenue budget for the year and this would be spent before the end of March. The Canal Head project would require the full £30,000 to complete, which would leave £10,000 drawn from the reserve to develop the small new site at Town View. It was noted that the Finance statement didn't include a Reserve statement, but that this was included in the budget report.

Resolved: To note the report. Future finance reports to include a Reserves statement.

A30/2022 Canal Head Extension

The Council Services Officer presented an update report on development of the new allotments at Canal Head.

On the Castle side of the site, the boundary fencing had been completed and rabbit proofed. The gate had had mesh fitted to prevent rabbits entering the plots. The drainage plan and the plot division was delayed first by the very wet weather then by the very cold weather but would be completed as soon as possible. The additional drainage work had been agreed with the Chair, previously and would cost in the region of £1,200.

A site visit has been arranged with Cumbria Wildlife Trust to assess how the pond/soakaway and surrounding planting could best maximise the site's biodiversity.

She hoped that the whole site would be complete by 31 March 2023.

Resolved: To note the report.

A31/2022 Waiting List

The Council Services Officer reported that the waiting list currently stood at 140 individuals. The list had reduced by 32 individuals since the last meeting of the Committee. Four plots were vacant. 17 plots had been let since the last meeting. A breakdown of plots let by site was included within the report. There was some discussion concerning an un-listed plot at Underley Road which was formerly let by the District Council for a garden plot. This was now to be returned to the Town Council as a part of the larger allotment site. The Site Rep knew the history of the plot and had access to the large shed which occupied one side.

Resolved: The Council Services Officer will arrange a site visit with the Rep, to ascertain if volunteers could be found to manage the plot's fruit trees and re-purpose the shed.

Resolved: To note the report.

A32/2022 Site Representatives

The Rep from Canal Head asked if further information could be found on fruit trees and hedges at sites. The Council Services Officer confirmed this would be discussed with the Site Reps meeting. Developing policy on trees and hedges would enable issues to be responded to at Crow Tree and elsewhere. The Rep from Castle Drive reported that rats did not appear to be a problem anymore, though one or two plots looked a little ragged. The Council Services Officer confirmed that that these were on her reporting list. The trees at Underley and Canal Head were beginning to cause issues of shading. The Council Services Officer confirmed that some of these would be discussed with the district tree officer, but others were in private ownership.

It was confirmed that contractors were used for the bigger tree and hedge working and that when a plot become vacant, subdivision was usually considered.

Further work would be done on the importance of biodiversity on allotment sites, and how the Town Council could maximise their value in this regard.

Resolved: To note the reports.

Resolved: To develop a plan for the maximisation of biodiversity on allotment sites, which may include a baseline survey.

A32/2022 Budget 2023-24 and Rental Charges 2024

The Committee considered a proposed draft budget for the forthcoming financial year, 2023-24 and the plot rental charges for 2024. With regard to estimated rental incomes, although annual inflation for 2022 was running at around 11%, the Council had to balance this against the impact on Allotment Rents for 2024, by which time it was predicted that inflation would be significantly reduced. The proposed numbers represented the product of a 3% rise in rents in 2024, which was a compromise between necessary allowance for some rising costs and an acknowledgement by the Council that Allotments met a Climate Change priority and were subsequently required not to be prohibitively expensive.

Following discussion, it was suggested that the increase be quoted as price per square metre. This was currently 39p and about to rise to 40p in January. The Committee agreed that this should be limited to a penny increase on the square metre rate (the equivalent of 2.5%). It was noted that this would have little impact on the budget income, which also allowed for uncollected rents and the development of new plots.

It was noted that the projected Reserve spend was limited to the £10k earmarked for Town View. It was noted that the Committee had previously agreed a position that would see the Reserve drawn down to ensure a good level of investment in the estate. The Town Clerk observed that he would advise against spending capital on the sites the Council did not own as secure freehold, and that perhaps the Council should use this opportunity to seek the transfer of the remaining freeholds from the principal authority (currently SLDC but soon to be Westmorland & Furness). The Council Services Officer would report on the existing capital plan, with an additional draw down of £15,000 for the coming year to complete outstanding work on the Council-owned sites.

Item	2022-23	Est outturn	percentage	Proposed 2023-24	Notes
Capital work	40,000	30,000	75%	*25,000	30,000 drawn from Reserve for Canal Head. * Includes the £10k for developing community plot at Town View
Water	1,800	1,600	89%	1,800	
Rent	900	840	93%	950	Anticipated rental increase for Castle Hags Ext
Pest control	3,000	2,850	95%	3,000	
Maintenance	8,000	8,000	100%	8,800	
Total	53,700	43,290	81%	39,550	

	2022	2023	2024	Notes
Income	22,000	22,300	23,000	

	1 April 2022	Proposed 1 April 2023	Proposed 31 March 2024
Cash	68,119	38,119	13,119

Resolved: To recommend the above budget and spending proposals.

Resolved: To recommend a 1p (2.5%) increase in the rents for 2024.

Resolved: To contact the Chief Executive of the new Unitary authority (Westmorland & Furness) to initiate the process of returning the freeholds of the remaining allotment estate to the town.

Resolved: To distribute to members an answer to a query about the apportionment of interest on the allotment reserve.

The meeting closed at 8.07 p.m.

Kendal Town Council

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



Minutes of a meeting of the Audit, Grants and Charities Committee on Monday, 19 December 2022, at 6.00 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr S Coleman	Apologies	Cllr J Dunlop (Chair)	Present
Cllr L Edwards	Apologies	Cllr D Evans	Present
Cllr M Helme	Present	Cllr T Perkins	Absent
Cllr D Rathbone (Vice-Chair)	Present	Cllr C Russell	Present

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

AGC21/2022 Apologies

Apologies for absence were received and accepted from Cllrs S Coleman and L Edwards.

AGC22/2022 Declarations of Interest

Cllr C Russell declared an interest in Agenda Item No.6(a) (Grants Funding – Kendal Financial Resilience Network), as described at Minute AGC26.2022 below.

AGC23/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

AGC24/2022 Minutes of the Previous Meeting

A member queried the wording of Minutes Nos.AGC15/2022 and AGC16/2022. The Town Clerk explained that the minutes were written in accordance with best practice and drew attention to the fact that normal practice would be for the contents of the minutes to be questioned and improved upon prior to the commencement of the meeting. He apologised for the lack of a projected payroll costs spreadsheet on the Agenda, which he had not noted as a requirement. It was suggested that acceptance of the minutes of the meeting of the Committee held on 13 October be deferred to the next meeting of the Committee pending further informal discussion on potential changes to the wording.

Resolved:

- (1) To receive and accept the minutes of the meeting of the Audit, Grants and Charities Committee held on 28 September 2022 and to authorise the Chair to sign them as a true record.
- (2) Acceptance of the minutes of the meeting of the Audit, Grants and Charities Committee held on 13 October 2022 be deferred to the next meeting of the Committee pending informal discussion on potential changes to the wording.

AGC25/2022 Budget Monitoring

The Committee considered a budget monitoring report on the second quarter's expenditure in 2022/23, a copy of which had been circulated to Members prior to the meeting. The Town Clerk explained that the Council was mid-transfer of the finance system from SAGE to Rialtas and a number of challenges arose as a result, for example, in relation to nominal coding. Totals within the spreadsheet matched up and what was shown within the document was a realistic representation of the Council's performance. He stressed the fact that although there were many improvements to be made, the numbers within the system were correct, and he commended the figures as shown.

In response to a query on the dates shown on the report, the Town Clerk believed that the figures shown were as at the end of November 2022, although he recognised that the end of December was the end of the quarter. To this end, he pointed out the need for the Council to examine its audit process and Members offered their support in doing this. In response to a further query relating to figures shown for the Audit, Grants and Charities Committee, the Town Clerk explained that the expenditure to date regarding Kendal and District Lions should read £2,500 and not £5,000 as shown. Remaining funds, therefore, were £7,200 and not £4,700 as shown.

Resolved: To note the report.

AGC26/2022 Grants Funding

Note - Cllr C Russell declared an interest in Agenda Item No.6(a) (Grants Funding – Kendal Financial Resilience Network) by virtue of the fact that he was a Trustee of Stricklandgate House, and left the Chamber during consideration and voting on this grant application only.

The Committee considered five grant applications, as follows:-

- (a) Kendal Financial Resilience Network for a contribution of £3,000 towards publicity (£1,500) and venue hire and expenses for events, including Annual Lunch (£1,500).

Whilst Member expressed support for the organisation's ambition, there was concern with regard to the fact that this was not a formally-constituted body and nor did a Memorandum of Understanding exist. In addition, it was unclear as to whether the funding was to be in place for three years or not.

Grant offered - £1,500 over one year, with the organisation to be advised to apply again in a period of one year and providing clarification with regard to constitutional arrangements and terms for funding.

- (b) Lakeland Canoe Club for a contribution of £5,000 towards pool equipment.

Members raised the specialist nature of the Club.

Grant offered - £500.

- (c) North West Air Ambulance for a contribution of £5,000 for three years towards the cost of a consultant doctor who will provide support to Kendal.

Members discussed the fact that an application was awaited from the Great North Air Ambulance and the Town Clerk reminded them that air ambulance funding was treated as core funding.

Grant offered - £2,000.

- (d) South Lakes Action on Climate Change for a contribution of £500 towards hiring the Conference Room on nine occasions from November to March to open a warm space before the community food larder.

Members appreciated how specific the application was and recognised the massive need and how this was of benefit to people.

Grant offered - £500.

- (e) With Singing in Mind for a contribution of £500 towards rebuilding the Group to the successful organisation it was prior to Covid.

The Committee was keen to support the application, the work of the organisation being evident.

Grant offered - £500

It was pointed out that £2,200 remained for 2022/23 and so was suggested that the Great North Air Ambulance be recommended to apply for a grant of £2,000.

Resolved:

- (1) To offer the grants and/or appropriate feedback as listed above.
- (2) The Council to write to the Great North Air Ambulance to recommend that they submit an application for a grant of £2,000.

AGC27/2022 Dowker Bindloss Charity

To receive a report from Cumbria Community Foundation on the distribution of funds from the Dowker Bindloss Charity (see attached).

Resolved: To receive the report.

AGC28/2022 Financial Regulations

The Town Clerk reported that he had as yet received no feedback on his draft of the new regulations and suggested, therefore, that should Members wish to discuss the contents, then consideration of the matter be deferred to the next meeting of the Committee.

A desire for detailed consideration of the document was raised.

Resolved: To defer consideration of the new regulations to the next meeting of the Committee.

AGC29/2022 Budget 2023-24

The Committee considered proposals for its Budget Allocation for 2023-24.

The Committee's only budget line covered the value of the Council's allocation to general/community grants. Last year, these had been split between the Core funding budget and the Discretionary Community grants budget. Core funding had been earmarked for Brewery Arts, Citizens' Advice, Abbot Hall and the Air Ambulances.

The proposals were as follows:-

	2022-23	Est Outturn	Proposed 2023-24	Percentage of previous
Core Funding	22,500	25,000	25,000	111%
Discretionary Community Grants	18,500	16,000	20,000	108%
Total	41,000	41,000	45,000	110%

It was noted that the system for grant administration was still being improved by officers and that variances were normally expressed as a percentage of the previous total.

Resolved: To approve the proposals for the Committee's Budget Allocation for 2023-24, as set out above.

AGC30/2022 Audit Matters

The Town Clerk provided a brief verbal report on the progress made towards appointing Internal Auditors. He informed Members that the Town Council now had new external auditors, Moore, based in Peterborough, who had been appointed by Smaller Authorities' Audit Appointments for the next three years.

Resolved: To note the report.

The meeting closed at 7.00 p.m.

Kendal Town Council

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



Minutes of a meeting of the Christmas Lights and Festivals Committee held on Monday, 21 November 2022, at 7.09 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr M Helme (Vice-Chair)	Present *	Cllr H Ladhams (Chair)	Present
Cllr C Russell	Present	Cllr K Simpson	Present
Cllr R Sutton	Present	Cllr P Thornton	Absent

* Arrived at 7.11 p.m. during consideration of Agenda Item No.3 (Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)).

In attendance: Town Clerk (Chris Bagshaw), Council Services Officer (Janine Holt) and Democratic Services Assistant (Inge Booth).

CLF27/2022 Apologies

There were no apologies for absence, however, it was noted that Cllr M Helme would be late for the meeting.

CLF28/2022 Declarations of Interest

Cllr C Russell reminded Members that, as a Trustee on the Organisation, he had an interest in matters relating to Stricklandgate House, should issues concerning community engagement stray into matters concerning that organisation..

CLF29/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

CLF30/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Christmas Lights and Festivals Committee held on 26 September 2022 and to authorise the Chair to sign them as a true record.

CLF31/2022 Budget Monitoring 2022-23

The Committee considered a budget monitoring report for 2022/23.

In response to a query, the Council Services Officer undertook to look into the reason for the cancellation of the Firework Display for which Kendal Rugby Club had been granted £2,500.

A further query having been raised as to the nature of Kendal Micro Fest, the Town Clerk explained that this one-day, accessible, mini music festival had been organised by Music Links in response to concerns raised by carers that some groups were not able to attend a

full-scale festival. The Council Services Officer, in response to a request, undertook to invite a representative from Kendal Micro Fest to attend a future meeting of the Committee to provide feedback on the festival and plans for the future.

Resolved:

- (1) To receive the report.
- (2) The Council Services Officer to look into the reason for the cancellation of Kendal Rugby Club's Firework Display.
- (3) The Council Services Officer to invite a representative from Kendal Micro Fest to attend a future meeting of the Committee to provide feedback on that festival and plans for the future.

CLF32/2022 Christmas 2022 and Future Years

The Council Services Officer provided a brief verbal report on the Christmas Lights Switch On event which had taken place on Thursday, 17 November 2022. Members were being asked to make any necessary decisions or recommendations for future years. Whilst she had not yet had an opportunity to speak to the Events Officer about the event, the Council Services Officer informed Members that she had herself received positive feedback and that this year's event could be built on in coming years. She pointed out, however, that the feedback with regard to refreshments had been that more could have been done, through the provision of a tea and food kiosk. In addition, it had been raised that the Mountain Festival village had only been open to suppliers and exhibitors on that evening. Also drawn to the Committee's attention was the need for more to be done at Abbot Hall where the parade had commenced.

Some discussion took place as regards the day on which the event had been held. It was suggested that some people had indicated disappointment that this had taken place on a Thursday evening. Attention had been drawn to the fact that some people worked in the evening and to children having to attend clubs which had already been paid for. It was suggested that Outside In could open and run its own mini switch-on for people who could not make the main event.

The Town Clerk noted that Andrei Burton's performance had been very popular with local young people, and that he had still been signing posters when the event closed. He also felt that a lot of other or additional things could be done, for example, moving the stage further back into the Market Place in order to draw people forward. The Town Clerk pointed out that festivals were vital for the town and indicated that he was keen for partnership options to be examined for all events, with the Town Council taking a proactive role. He further drew attention to the opportunity in 2024 to change the style of the Christmas lights. He suggested that the Town Council's branding had not been visible enough at this year's event.

The Council Services Officers stressed the importance for planning to commence much sooner in 2023 and for the need for officer time to be taken into consideration. She informed the Committee that both Wainwright's Yard and the Westmorland Shopping Centre were keen to become involved. The Council Services Officer suggested, therefore, that the January meeting should include a small, focussed group of representatives from Kendal BID, the Mountain Festival, the Town Council, Kendal Futures, the Shopping Centre and the Yards. The Council Services Officer undertook to seek a date during w/c 23 January 2023 for a first meeting, details of which she would circulate. She further reported that a number of lights were not currently working and that she had taken this up with the contractor. In

addition, she had spoken with Kendal BID about the Christmas tree and the potential to purchase commercial grade decorations. Attention having been drawn to the fact that a light nearby to Boyes and Scope was not working, she also undertook to report this.

Members were asked to consider a day and date for the Switch On in 2023, and the Town Clerk suggested that this should, if possible, be carried out with the Mountain Festival again, but also ensuring that everyone felt included, potentially taking the Lions' Santa to Outside In on the Sunday.

Further raised was the potential for an ice rink, although not paid for by the Town Council. It was suggested that the Lakeland Arts Trust should come on board as a partner and that they may be interested in having a rink outside their building space, with the potential also for a German style market in that location, at the same time as the Mountain Festival. Some concern was raised with regard to the potential for people to be drawn to the wrong end of the Town and the need for good linkages along the riverside path between the Town and the Market. Further raised was the potential for local artists to display works within unused shops in Kendal.

Members expressed gratitude to those officers who had been involved in the event. The Town Clerk informed the Committee that the work involved was not to be underestimated.

Resolved:

- (1) To receive the verbal report.
- (2) The Council Services to arrange a suitable date w/c 23 January 2023 for an initial meetings of a small group of focussed representatives from Kendal BID, the Mountain Festival, the Town Council, Kendal Futures, the Shopping Centre and the Yards, to commence consideration on the Christmas Light Switch On event for 2023.

CLF33/2022 Festival Grant Applications

The Committee was asked to consider three applications for grant funding.

Lengthy discussion took place with regard to the application for a grant for £5,000 for Kendal Cycling Festival. Concerns were raised about the structure and timing of the festival, its proposed location and the relative chances of it succeeding against some ambitious targets. Cllr Russell had met the organisers and was sharing the benefits of his experience from Torchlight.

Members gave consideration to the actual application, and expressed strong support, also keen to make cycling an every day part of the Town. The Town Clerk suggested that the Town Council could provide complimentary details on cycle routes across the town and hints on how to cycle within and around Kendal. Some Members felt that £5,000 was a large amount for a festival in its first year. Others stressed the importance of ensuring that this festival succeeded and the need to empower the organisers to move forward. It was suggested that the festival had the potential to be massive, and a figure of £4,000 was therefore proposed. It was further suggested that an additional £1,000 was set aside for the Town Council to develop complimentary promotional ideas around the event.

Note - During consideration of the application, the fact that one of the festival directors was a Town Council employee was raised, and a potential conflict of interest acknowledged.

With regard to the application from the Anti-Racist Summit 2022 for a grant towards event running costs, it was noted that this event had already taken place and that the Council did not make retrospective grants. It was pointed out, however, that the application had been missed and that no further communication had been received, which raised the need for an appropriate procedure and deadlines for processing of applications to be put in place. Members wished to ensure that the applicant was informed that the Town Council was supportive of the anti-racism agenda, that this very professionally run event had put Kendal on the map and that the Town Council would be in favour of any further grant applications going forward.

Resolved:

(1) To make the following grants:-

(a) £500 to Charities Christmas Tree Festival towards advertising costs which will enable the group to reach a wider audience; and

(b) subject to sight of the Programme Vision, £4,000 to Kendal Cycling Festival
An additional £1,000 to be held by the Council for promotional material to complement the event.

(2) With regard to the application from the Anti-Racist Summit 2022, to write to the applicant to inform them that the Town Council is supportive of the anti-racism agenda, that this very professionally run event has put Kendal on the map and that the Town Council would be in favour of any further grant applications going forward.

(3) The Council Services Officer to establish an appropriate procedure and deadlines for the processing of grant applications.

CLF34/2022 Active Kendal

Cllr M Helme presented a report on a proposal to develop the Active Kendal programme, explaining that the paper had been presented to Management Committee on 7 November 2022, that Committee having assented to the proposal being considered by the Christmas Lights and Festivals Committee under the governance proposals outlined below.

In response to a query, Cllr Helme explained that the Committee was today simply being asked to establish a Working Group to give consideration to Active Kendal. The Town Clerk further explained that the Management Committee had expressed support for the Christmas Lights and Festivals Committee to create a budget line for Active Kendal, with a figure of £25,000, and that this was included within the Budget 2023/24 item to be considered later in the agenda, although the full Budget was not due to be approved by Full Council until 6 February 2023. Whilst support was expressed for the scheme, some concern was raised with regard to the mechanism for the proposal. A suggestion was raised for the £25,000 instead to be divided between the 509 Pupil Premium children, it being pointed out that this would avoid administrative costs and that the families were best placed to make choices on what was right for their children. The Town Clerk advised that this would have legal implications and pointed out the potential for risk. Supporters of the substantive approach questioned whether the Town Council should take on board and become too heavily involved in external projects and so stressed the need for involvement by partner organisations. Cllr Helme, however, felt strongly that this should remain the Town Council's outreach project and that it would demonstrate that the Town Council cared. Reference was made to the report which indicated that there could be other options and the fact that Members needed to be clear on the matter.

The Town Clerk suggested that three people from the Committee be chosen to form a Working Group to look into appropriate partnerships and to come back to Committee to report on plans to move forward. He would provide suitable Terms of Reference for that Group which would also allow the Group to bring in other individuals, as necessary.

Resolved: To establish a Working Group to look into plans with regard to Active Kendal, to be made up of the following Members:-

- Cllr M Helme;
- Cllr H Ladhams; and
- Cllr C Russell.

CLF35/2022 Christmas Dinner

Cllr C Russell provided a verbal report on a proposal to support a Warm Hub Christmas Dinner in Kendal Town Hall on 21 December 2022.

The Town Clerk pointed out that there were a number of prior stages required for the Council to support such a project, and it seemed unlikely that Christmas Lights and Festivals was the appropriate committee to take them forward. He suggested that Cllr Russell discuss this matter with the Chair of the Management Committee, the Mayor and the Chair of Audit, Grants and Charities to identify a suitable way forward.

Resolved: To note the verbal report.

CLF36/2022 Budget 2023-24

The Town Clerk presented a report asking Members to consider the budget recommendations for the Committee's planned expenditure in the next financial year (2023-24). The Council's final budget would be considered by the Management Committee in January 2023, before a recommendation was made to the Full Council in February 2023 for a precept to be set. The Christmas Lights and Festivals Committee had been proposing that the Committee assumed a wider brief than its current narrow Terms of Reference would imply. This approach had been sanctioned by the Council's Management Committee on a case by case basis so far, but for budgeting terms, the Town Clerk suggested that the Committee may wish to divide up its proposed expenditure between the 'traditional items' and those it was proposing under a new, enhanced role.

A proposal was made to raise the proposed budget for the Switch on event from £3,500 to £4,500.

The Town Clerk explained that the Infrastructure development and Maintenance budget had decreased from £10,000 to £3,000 and pointed out that the current contract would expire next year. He suggested that should there be an underspend in this area, then this could be used to fund new decorations for the Christmas Tree together with Kendal BID.

The Town Clerk reported that there had been no indication with regard to any price increase in bunting.

Members were asked whether this was the type of budget envisaged by the Committee for next year.

In response to a query as to how the increase in the total budget from £68,000 to £107,600 was to be funded, the Town Clerk explained that if the overall budget of the Council showed an increase of this nature, the Council may decide that the precept would have to be

increased, but a variety of factors meant that this did not necessarily mean that there would have to be an increase in the Council Tax.

The Committee considered a proposal relating to Community Engagement which included a budget allocation of £10,000 in 2023/24. It was suggested that this would enable the Committee to fulfil a wider brief, so that it could do for Culture and Community, what Environment and Highways was doing for Climate Change. Cllr Russell had prepared a report on this matter which he had circulated to Members. He asked that it be appended to the minutes in some way.

The Town Clerk suggested that the Management Committee would take a strategic view on whether such proposals were appropriate when it considered its report for the whole budget.

Resolved: To approve the proposals as attached to the agenda, with the inclusion of the amendment raised at the meeting and outlined above.

The meeting closed at 9.05 p.m.

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, 16 January 2023, at 7.09 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	Apologies	Cllr J Cornthwaite	Present
Cllr M Helme	Present	Cllr E Hennessy (Chair)	Present
Cllr S Long	Present *	Cllr C Russell	Apologies
Cllr K Simpson	Present **		

* Arrived at 7.15 p.m. between consideration of Agendas Items Nos. 5 (Presentation from Clean River Kent Group) and 6 (Minute Action Sheet).

** Arrived at 7.35 p.m. during consideration of Agenda Item No.8 (Project Update Report).

In attendance: Democratic Services Assistant (Inge Booth), Development and Delivery Manager (Helen Watson-Moriarty), Projects Officer (Anne-Marie Sanderson), Cllr P Thornton and one member of the public (Duncan Pollard from South Lakes Action on Climate Change).

E45/2022 Apologies

Apologies for absence were received and accepted from Cllrs D Brown and C Russell.

E46/2022 Declarations of Interest

No declarations of interest were raised under this item.

E47/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

E48/2022 Minutes of the Previous Meeting

Reference was made to Minute No. E35/2022 (Project Update Report) and the allocation of £7,500 towards the development of a project to develop the old Highways Depot at Mintsfeet. It was pointed out that the minutes read that this was contingent on support coming from Cumbria County Council, as well as other stakeholders, but that this had not been the case, with a Member simply having undertaken at the meeting himself to press for match-funding. The Development and Delivery Manager confirmed that this item was shown within the Budget under Green Spaces and Improvements and was not dependent on match-funding.

Further raised was the matter of the Committee's recent recommendations with regard to the apportionment of Community Infrastructure Levy (CIL) funding. Attention was drawn to the fact that the Budget had not yet been finalised due to a number of outstanding issues but was due to be considered by Full Council on 6 February 2023 and the importance of not missing an opportunity in relation to use of this money was stressed.

Resolved: To receive the minutes of the meeting of the Committee held on 14 November 2022 and to authorise the Chair to sign them as a true record.

E49/2022 Presentation from Clean River Kent Group

The representatives from Clean River Kent were not present at the meeting.

E50/2022 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings. The Development and Delivery Manager elaborated on a number of the items contained within the document.

Resolved: To receive the report.

E51/2022 Environment and Highways Budget 2022/23

The Committee considered a report on the Environment and Highways budget for the current year.

A concern having been raised in relation to the figures shown for Climate Change, which demonstrated that no money remained for New Projects, the Development and Delivery Manager provided a breakdown with regard to the figures shown. She was asked if money would be available for Climate Change New Projects within the 2023/24 Budget, however, she was unable to provide assurance in this regard, not having seen the draft Budget.

Resolved: To request the inclusion of a further £3,000 for Climate Change under the New Projects TBC heading within the 2023/24 Budget.

Further queried was the figure of -£350 shown as remaining regarding Jury Recommendations Sculpture and the Development and Delivery Manager explained that this figure should read as zero. She undertook to confirm this with the Finance and Administration Officer.

Resolved: The Development and Delivery Manager to confirm the remaining budget figure with regard to the Jury Recommendations Sculpture Budget.

The Committee discussed the remaining budget of £10,000 shown regarding the Town Centre Recommendations Hub, pointing out that £10,000 per year for three years had originally been authorised. The Development and Delivery Manager explained that £122,102 was the remaining Budget for 2022/23 and that this money remained earmarked as shown, this money having been allocated from the 2022/23 development fund. The Chair undertook to discuss the matter with the Town Clerk and to ensure that the items expected by the Committee in each year were shown within the 2023/24 Budget.

Resolved: The Chair to discuss with the Town Clerk the 2023/24 Budget and ensure that those items expected in each year by the Committee are included.

The Development and Delivery Manager provided a breakdown with regard to the River Connectivity and the FRSWG Scheme (Reserve Pot), again explaining that the document before Members showed only figures for 2022/23. It was, however, suggested that these particular Budget lines needed re-examining and that some confusion may have arisen therein.

Resolved: The Town Clerk be requested to re-examine the Budget lines with regard to River Connectivity and FRSWG Scheme (Reserve Pot).

A Member pointed out that she had recently put her South Lakeland District Council Members' locality allowance of £1,000 towards Kendal Town Council footpaths and explained, for the benefit of other District Council Members present at the meeting, how this could be done.

Resolved: To receive the report.

E52/2022 Project Update Report

The Committee was presented with an update of ongoing projects and offered the opportunity to ask questions.

First discussed was New Infrastructure and the handrail at Fountain Brow. Quotes having been sought for the work, a contractor had pointed out that the flags were unsafe. The issue had been reported to Cumbria County Council and assigned to a Highways team. It was suggested, therefore, that the matter be put to one side until April 2023, when Cllrs G Archibald and P Thornton would discuss the matter with the Highways Officer.

Resolved: Cllrs G Archibald and P Thornton to discuss the matter of the handrail at Fountain Brow with the CCC Highways Officer come April 2023.

Also referred to was the proposed handrail at Vicarage Drive, installation of which would require digging in proximity to electrical cables. It had been suggested that work at this site be passed on to the Highways Team, which was accustomed to carrying out this type of work.

Resolved: Work on the handrail at Vicarage Drive to be passed on to the Highways Team.

Consideration was next given to Infrastructure Maintenance and repainting of rusty handrails on Sepulchre Lane. Also discussed was painting the handrail on Stoney Lane. It was, however, pointed out that the Stoney Lane handrail is galvanized and that painting the structure would only create a maintenance issue. It was, therefore, suggested that the views of the Fellside Forum be sought on this matter.

Resolved: To paint the Sepulchre Lane handrail as per received quote.

Resolved: To seek the views of the Fellside Forum with regard to painting the Stoney Lane handrail.

The Development and Delivery Manager provided updates in relation to Climate Change projects.

The Projects Officer referred to Biodiversity Schemes and Grants and the Committee discussed the Living Roof at Blackhall Road Bus Shelter, details of which were provided within the report around the need for structural reinforcement. The options were to either obtain a structural survey at a cost of circa £1,000 or to use the agreed funding to add value

to bus shelters. Members discussed the matter at length and many expressed concerns with regard to the option of obtaining a structural survey, of the opinion that alternatives should be examined. Also discussed was the possibility of exploring other options for adding greenery to Blackhall Road.

Resolved: To pursue Option (b), to use agreed funding to add value to bus shelters which are currently planned/in development (e.g. on Kirkbarrow) and explore alternative greening options for Blackhall Road

The Projects Officer informed the Committee that quotes for wildflowers at Kendal Green had been more expensive than estimated, with an additional £800 being required in relation to turf costs. Whilst there were no other organisations that would be contributing, it was raised that there were people within the community who were willing to assist in preparing the site. The Development and Delivery Manager explained that it would be wise to ask Continental to deal with the removal of the turf, particularly with them being aware of the need to ensure that wildflower areas were maintained going forwards. The Projects Officer also pointed out the need for signage to remind both contractors and the public of this fact. Members expressed the wish for details of this project to feature in the Newsletter, together with before and after pictures.

Resolved: To allocate an additional £800 to the project for wildflowers at Kendal Green from the Biodiversity budget.

Resolved: Officers to arrange for details of the project for wildflowers at Kendal Green to feature within the Newsletter, together with before and after pictures.

The Delivery and Development Officer talked about Footpath Improvements, advising that quotes were being sought for three priority paths, as detailed within the report. With regard to the St. Thomas' School access footpath, she explained that the District Council was planning to make improvements here, so this no longer needed to feature as a Town Council matter. Members asked for this to be monitored to ensure that the work was carried out.

The quotes for Vicarage Drive to Echo Barn Hill were within budget; the Development and Delivery Manager would be meeting with Estates Officers at the District Council to work out the most suitable way forward. Members were keen for the adjacent area of land to be tidied up and the Chair suggested that there was sufficient interest in that area for local people to become involved. The current owners wanted to install a bench on the site and discussions were taking place. Attention was drawn to the fact that the Management Committee had suggested that the Town Council should propose the location for the bench at Vicarage Drive, together with an inscription regarding the Town Council's donation.

The Chair pointed out that the signs on the "happy to chat" benches had all gone and needed replacing as soon as possible, explaining that there had been positive feedback in this regard.

He also raised the fact that the Council's draft Biodiversity Policy, which had been in development for some time, had not come back before the Committee. The Development and Delivery Manager explained that it had been updated and that a staff training event had taken place.

The need to continue to monitor the footpaths following the recent audit was raised and, in addition, the need to prioritise the next batch for improvement. The Projects Officer suggested that suitable criteria could be developed in this regard and that, in addition, local communities could be asked for their views. The Chair stressed the need for a plan in the event that CIL money was being sought in this regard. Further suggested was the need for

footpaths to bring people into the Town Centre, setting out the time to walk there and making people more likely to walk. A query was raised with regard to the Jenkin Rise to Fowl Ing Lane path and the Projects Officer explained that this was scheduled for work by Cumbria County Council. Cllr Archibald also reported positive feedback received regarding the newly installed handrail at the Triangle Community Garden.

Resolved: Officers to produce a set of criteria regarding footpath improvement prioritisation as works are completed.

Resolved: Officers to action Vicerage Drive bench suggestions to speed up transfer.

Resolved: Officers to reinstall Happy to Chat signs

Resolved: To share the updated Biodiversity Policy.

E53/2022 Canal Head Wetland Area

The Committee considered a report which referred to the recent expansion of the allotment site at Canal Head. Following vegetation clearance, it had become apparent that part of this area was liable to flooding and that as this section of the site could not be let out for allotment purposes, it was being proposed that it be developed as a wetland area to enhance biodiversity. Cumbria Wildlife Trust had provided guidance on suitable wildflower species to include, and quotes had been obtained from wildflower suppliers. Kendal Conservation Volunteers had also expressed an interest in taking on the wetland as a community project.

The Development and Delivery Manager further informed Members that the cost of the project could be met from the Biodiversity Project. In addition, she raised the need for suitable signage to indicate to the general public that the wetland area was intentional and of its benefits to the biodiversity.

During discussion, the possibility of the inclusion of a sculpture was raised. The potential links to Kendal in Bloom were raised and the Development and Delivery Manager said that if the project was completed prior to Britain in Bloom, then it would definitely be included within the tour. Members expressed support for the submission by Kendal Conservation Volunteers to grow wildflowers from seed and to plant and assist with ongoing maintenance.

Resolved: To accept the submission from Kendal Conservation Volunteers, the total cost of the project to be £1,300 as set out within the report.

E54/2022 Finkle Street Benches

Note – During consideration of the item, those Members on the Committee who were also Members of South Lakeland District Council, Cllrs G Archibald, J Cornthwaite, E Hennessy and S Long, expressed conflicts of interest, and whilst taking part in the discussion on the item, took no part in the voting thereon.

The Development and Delivery Manager presented a report following a recent walkabout on Finkle Street by representatives from the Town Council, Kendal Futures, Kendal BID and the District Council following complaints from local businesses regarding the low quality public realm. The report referred to four benches located on Finkle Street, photographs of which were included. The benches were in need of repair, the ends rusting, repainting required and the settings loose, causing them to be unstable. Due to current Local Government Reorganisation priorities, neither the District Council nor the County Council were able to

address the issues, and the District Council had therefore recommended that the Town Council adopt the benches in order to speed up improvement progress.

During discussion, concern was expressed with regard to the Town Council taking on someone else's liability. Cllr P Thornton, whilst not a Member of the Committee, referred to the new Westmorland and Furness Council and suggested that there was an opportunity now to negotiate with that Council an annual payment for the Town Council to maintain all benches within the Town moving forward. Members supported a suggestion for the need for discussion on the bigger picture and the potential for the Town Council to provide better local input on this type of issue. In the meantime, it was felt necessary for the Town Council to adopt and improve the benches.

Resolved: To adopt the four benches and obtain improvement quotes to be funded in the next financial year via Public Realm funding allocations.

E55/2022 Serpentine Woods Support

The Development Manager reported that the Town Council had allocated £5,000 towards the creation of additional play opportunities around Fellside following the closure of the small play area at Nobles Rest Park. The report explained how engagement with the community had gathered ideas on how to improve the existing natural play provision at Serpentine Woods. The proposal would create both improvements and stronger promotion to enable more children in Kendal to enjoy the Nature Trail, Alphabet Trail and additional natural play points, details of which were provided.

Members expressed support for the proposals.

Resolved: To approve spending of the allocated £5,000 on the following enhancements, as detailed within the report:-

- (1) Fairy Gate (£500);
- (2) Fairy Green (£1,000);
- (3) Labyrinth (£600);
- (4) Alphabet Trail Leaflet (£1,000);
- (5) Nature Trail Leaflet (£1,000); and
- (6) Additional Natural Play Areas (£900).

E56/2022 Kendal Accreditation

The Development and Delivery Manager provided a verbal update on the revised approach with regard to Kendal Accreditation. She informed Members that costs had been investigated for the creation of an accreditation scheme in conjunction with Green Small Business, as had been agreed at the previous meeting. The Chair and Vice-Chair had, however, been of the opinion that the costs were too high. Alternative approaches were now being considered, including a network informed by conversations with the District Council, Kendal BID, Kendal Futures and CAfS Green Business Support Network. The advice had been not to create an alternative accreditation system in order to avoid reputational risk around greenwashing and instead create a positive, supportive network rather than an accreditation system that the Council could not regularly assess or maintain. It had been recommended to develop a network along the lines of the "Kendal Together Towards" idea

proposed at the last meeting and linking to Sustainability Hub developments, i.e. by hosting training events to kickstart the network and also linking into the existing Zero Carbon Kendal Website and social media. This was similar to the change in food recommendation from “Promote Plant Based Diets” to “Promote Low Carbon Diets” and the Development and Delivery Manager pointed out that the Jury accepted and, to an extent, expected recommendations to be adapted to enable delivery where possible. A full, researched proposal would follow at the March Committee’s meeting.

Members expressed support for this more aspirational idea. Duncan Pollard from SLACC, who was present at the meeting, indicated that he also welcomed the idea.

Resolved: To note the verbal update.

Resolved: For the Development Manager to develop the idea and present a proposal in March.

E57/2022 Kendal Yards Initiative

The Development and Delivery Manager reported that Kendal Futures had been hosting Place Making Groups with community members and Kendal Town Council as part of achieving the Kendal Vision. Various improvements had been discussed, with Kendal yards having been researched as an aspect of Kendal’s public realm that required improvements. Together with Rag Tag Arts, Kendal Futures had identified four priority yards, based on their proximity to the Town Centre, current condition and how many people used them as an entrance to their property or business. The total costs of the project would £10,000, approximately £2,500 per yard. Enhancements would be bespoke to each yard, but likely to include planting, bin storage, pop up/one off events, murals and hanging installations (where possible). Each enhancement would involve residents and community members to ensure that the designs were approved and supported by those who regularly interacted with the yards.

The Town Council had been asked for a contribution of £2,500, with the additional match funding being sourced by Kendal Futures. Designs would be shared with councillors as they developed. Public realm funding of £3,000 had been vired towards developing an accreditation system, and could be available to fund this initiative.

Members expressed strong support for the scheme, of the view that the Kendal Yards could be a great asset to the Town. A suggestion was raised for artwork to be brought before the Committee for authorisation prior to installation in order to ensure sensitivity, bearing in mind that the Town Council would be accountable. Further raised was the potential for other local artists to become involved in addition to Rag Tag Arts.

Resolved: To approve a contribution from Kendal Town Council of £2,500 towards the Kendal Yards Initiative via virement of Accreditation funding.

E58/2022 Cargo Bike Summary Report

The Development and Delivery Manager presented an update from SLACC in relation to the cargo bike project. The report provided details with regard to recent trials in which around 20 organisations had been involved. Since then, the Development and Delivery Manager advised that the organisation had provided a summary of nine potential options that could be researched further to assess their viability and need in the community, as follows:-

- (1) develop a network of self-employed cargo-bike riders;
- (2) bike library hub:-
 - (a) short term (based on Staveley Community e-bike model);
 - (b) and community café long term (part of the sustainability hub?);
- (3) provision of “try out” opportunities and buddy rides;
- (4) business/organisations trials;
- (5) shared bikes/trailers with businesses/organisations according to geographical locations;
- (6) facilitate businesses to buy their own;
- (7) invite existing cargo bike logistics companies to operate in Kendal and area;
- (8) researching the last/first mile delivery opportunities; and
- (9) carrying people by bike.

The Development and Delivery Manager undertook to circulate the list of options to Committee Members following the meeting.

Discussion took place on the pros and cons of cargo bikes. Cllr P Thornton, whilst not a Member of the Committee, suggested that a Kendal cyclist might travel by bike to a supermarket for their weekly shop, return home with shopping using a cargo bike, and then bring back the cargo bike to the store. He did not feel cargo bikes to be of use to businesses unless traffic was restricted within the Town. Concern was expressed in relation to the safety issue within the Town Centre, with cargo bikes being difficult to manoeuvre and, although some felt that cargo bikes were a good idea in theory, they felt they would not be suitable in Kendal until the Town became more cycle friendly. It was felt that cargo bikes may be a novelty idea and that they were too specialist and niche. Also pointed out was the existing option to use a trailer on a bike. Attention was drawn to the fact that the Staveley model worked well due to its pleasant cycling routes. The potential of holding discussions with fast food delivery companies regarding use of cargo bikes was, however, raised.

Members were informed that Kendal Futures were looking at an e-bike scheme and that an e-bike scheme was also on the Stricklandgate House agenda.

Resolved: To note the update and feedback to SLACC.

Resolved: The Development and Delivery Manager to circulate the list of options provided by SLACC to all Members of the Committee.

The meeting closed at 9.05 p.m.

Kendal Town Council

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



Minutes of the meeting of the Management Committee held on Monday, 9 January 2023, at 7.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

In attendance: Chris Bagshaw (Town Clerk) Helen Watson-Moriarty (Development Manager)

M55/2022 Apologies

No apologies were submitted.

M56/2022 Declarations of Interest

No declarations of interest were raised.

M57/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

M58/2022 Minutes of the Previous Meeting

Resolved: To receive the minutes of the previous meeting of the Management Committee held on 7 November 2022 and to authorise the Chairman to sign them as a true record.

M59/2022 Minute Action Sheet

Members considered a report on actions taken by Officers on resolutions or recommendations made at previous meetings.

It was agreed that the Minute Action Sheet was a useful process addition.

The Clerk outlined which actions were to be covered within the agenda and noted that negotiations with Kendal Community Theatre were underway and Brewery Arts were considering options.

It was highlighted that where actions are stated as complete additional detail would be appreciated.

Resolved: To note the report.

M60/2022 Council Activity Report

The Town Clerk reported that, at the November 2022 meeting of the Management Committee, Members had requested a different format for their monitoring of the Council's activities. One part of this process was the Review of Action Points, which now appeared on the agenda (Minute No.M59/2022 above refers).

The second part of this process was to report on the progress made against the Council's broad thematic aims. These could be loosely summarised as townscape, promoting Kendal, climate change, biodiversity, connectivity, local plan, council administration, community, events, communications and audit. Many initiatives in one area would have cross-cutting impacts on another, and the three dominant themes from the Climate Change Citizens' Jury – a modal shift, nature recovery, and promoting insulation and alternative generation – could be seen as over-arching themes, as well as aims in their own right.

Councillors focused discussions around Kendal Market, Visit Kendal and the Council's Website. Resolved actions outlined below.

Resolved: To complete the following actions in order to support Kendal market improvements;

- To confirm the Town Council's Market aspirations, ie what do Councillors want the Market to be and do in five years time?
- To monitor the results of the Levelling Up Fund bid submitted by SLDC
- To create an outline of potential timescales
- To outline potential liabilities, insurances, staffing and cost implications of running the Market, based on information from SLDC and similar Market Towns.
- To utilise Councillors' support to gauge Westmorland and Furness Market development aspirations
- To utilise existing data and research completed by Kendal Futures

Resolved: To complete the following actions in order to support Visit Kendal;

- Ensure Visit Kendal is considered in committee restructure proposals
- Confirm Kendal Futures no longer action signage initiatives

Resolved: To complete the following actions in order to improve the Council's website;

- Add the solar audit website link
- Add Mayoral and Community Events to the calendar
- Create a planning page with appropriate links and information to SLDC's My Account service
- Encourage Councillors to write short blogs about their achievements to feature on the news page
- Add meeting dates to committee drop down information

An update regarding the Sustainability Hub was also shared and Councillors were encouraged to join the Hub Shaping event at Stricklandgate House on 1 February between 5pm and 6.30pm.

It was noted that each theme is interconnected, ie footpath improvements and biodiversity and that this should not be lost via this reporting method. An additional theme of Kendal Transport should also be added to ensure the Kendal Futures work funded by the Council and supported by the Town Team approach is also captured.

Resolved: To add Highways Improvements to the Activity Report.

M61/2022 Land at Mintsfeet and Vicarage Drive

The Town Clerk provided a verbal update on the acquisition of land at Mintsfeet Riverside and Vicarage Drive.

Formal notification has been granted and a Management Plan for the area is nearing completion, aspects include a consideration report regarding tree liabilities, surveying access points conditions and an overview of nearby landowners to be engaged for support.

Members agreed a Management Plan for the Mintsfeet area that enables graffiti to be removed quickly and enables it to appear 'cared for' will have a positive knock-on effect.

The transfer of Vicarage Drive is progressing, a new bench will be installed in a location that complements Wildflower aspirations for the area.

Resolved: To complete the Mintsfeet Management Plan and progress associated tasks.

Resolved: To complete Vicarage Drive transfer and locate new bench.

M62/2022 Speakers at Full Council

The Committee reviewed the schedule of speakers proposed for Full Council meetings.

The South Lakes Poverty Truth Commission was currently scheduled to attend the 6 February 2023 meeting. The Town Clerk was suggesting that Kendal BID be invited to address Members at the 3 April meeting and the Westmorland & Furness Portfolio Holder for Communities on 5 June.

Councillors encouraged additional speakers to be invited, outlined below.

Councillors also asked that a brief be developed to guide speakers and maximise the benefit of their attendance. The brief needs to include an understanding of why the Council are interested in hearing from the speaker, what it is they need and agreed cut off times. It was agreed that this pre discussion is essential to focus presentations.

Resolved: To invite United Utilities, NHS integrated Care Community, Lakeland Arts Trust, The Well, Kendal College and SLDC or W&F regarding Kendal Market.

Resolved: To develop a Full Council speaker brief and to share with invited speakers as appropriate.

The importance of partnership working between Kendal Futures, Kendal BID and the Council was noted. Examples of current joint funded Visit Kendal were cited and Market meetings where all three bodies are working together. It was noted that Kendal Futures are arranging a meeting to further explore partnership working regarding public realm aspirations.

Councillors queried if two speakers could attend Full Council; it was agreed that two could be considered dependent on the subject and brief.

Resolved: To invite two speakers when appropriate.

M63/2022 Budget 2022-23

The Committee reviewed expenditure against budget in the current year.

It was noted that vehicle costs are high due to modifications and insurance consequences. Staffing overspend was noted and it was confirmed that reserves can cover the difference.

Resolved: To remove the 'remaining' column in the budget spreadsheet.

M64/2022 Budget 2023-24

The Committee reviewed a summary of budget requirements from each committee for the next financial year.

The Clerk highlighted two constraints regarding the Council Support Grant and Election Expenses, both of which could place an increased pressures on the budget. The Election costs represent a 122% increase and the loss of the Council support grant would reduce Council income by £35,000.

The Clerk confirmed the latest budget approval date is February's Full Council.

The cost-of-living crisis was raised regarding support for people who are unable to pay their Council Tax. The Clerk confirmed that as a collection authority the Town Council is not responsible for assessing who and how tax relief is accessed. The collection authority, SLDC are responsible. It was noted that the Council Tax base has risen by 2% which will also contribute to reduced collection rates.

The Royal Event was highlighted as a large proposal at £15,000. Councillors endorsed the idea of linking celebrations to Britain in Bloom via the creation of a Coronation Garden at Kirkland where the current flower bed requires improvements. The Garden could support a small Council led event which would see the Garden opened with refreshments.

Councillors expressed concern regarding potential low attendance at a Town Centre event considering King Charles has stated a low-key approach is preferred and it is a Bank Holiday when generally people make plans with family and friends. It was also noted, however, that there will be an expectation that the Council does organise something for residents to mark the occasion, the feedback from Jubilee celebrations was that Council led celebrations were not visible and therefore not accessible to all.

The idea to support existing community and resident groups with financial support to bolster existing street part plans was broadly supported.

Resolved: To continue gaining information regarding the Election expenses rise and Council support Grant.

Resolved: To change the variance budget title.

Resolved: To prepare a Royal Event overview for approval by Full Council. Proposal to include a transformational Coronation Garden and associated opening event at Kirkland and street party grants for interested resident groups.

M65/2022 Employment and Staffing Matters

There were currently no employment and staffing matters that required reporting to the Committee.

M66/2022 Items for the Next Newsletter

Councillors asked that details of Coronation events and Britain in Bloom information were included in the next newsletter.

Resolved: To include in the next Newsletter

The meeting closed at 9.20p.m

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 21 November 2022, at 6.00 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

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

Public Participation

Laura Miller, local Architect, spoke in detail on behalf of LAWSA (Lancaster and Westmorland Society of Architects) in relation to proposal by Story Homes to build a major housing development of 340 homes on land to the south of Kendal. The Society wished to highlight its views on the low ambition and standard of design for developments such as this, which would have a huge and long-lasting impact on the character and appearance of the Town. The environmental credentials of this type of development were also typically very poor, with a design that did not enable future changes, such as PV panels. The design of the houses was also unneighbourly. The Society also wished to point out that many developers put in place restrictive covenants preventing the retrospective fitting of panels to completed buildings. In addition, it was felt by the Society that the purchase prices of these developments were also contrary to efforts to address the affordability problems within the area, but under the guise of working to solve the housing crisis. The Society also wished to draw attention to, amongst many other comments, the house types being standard, “off the shelf” products, with a three bed house being scaled up rather than designing the larger houses with extra specific rooms to invite the enlarged price of over £700,000. Some were faced in brick, showing a complete lack of empathy with the Town and its history and, most importantly, there was no consideration with regard to employment or school or NHS places within the Town. Laura questioned the need for 350 highly priced homes in Kendal and suggested that smaller flats within the Town Centre would be more attractive for local buyers and felt that local people should be given the opportunity to take control of what was built in the area. Given the fact that the proposal was still at pre-application consultation stage, she suggested that the Society may wish to prepare a more coherent response and return to speak again at a future meeting of the Committee.

Laura answered a number of questions raised by Members who also thanked her for addressing the Committee.

P82/2022 Apologies

Apologies for absence were received and accepted from Cllrs D Evans and D Rathbone (Chair).

P83/2022 Declarations of Interest

No declarations of interest were raised.

P84/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P85/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 7 November 2022 and to authorise the Chair to sign them as a true record.

P86/2022 Planning Process and Issues

A report had been circulated to Members prior to the meeting.

The Town Clerk spoke to the Committee in relation to the South Lakeland Local Plan 2021 and the District Council's publication of another list of Call for Sites proposals, which although outside Kendal's parish boundary, had a material affect on the Town. A site at Burton Road was also the subject of a pre-application by Story Homes for a 340-house development. He drew particular attention to this proposal, suggesting that Members consider the purpose of this development at the southern end of the Town.

Members raised a number of comments, reiterating the above-mentioned ones raised by LAWSA and, in particular, expressed strong concerns in relation to the saturation point of local services and schools within Kendal, a point which they felt needed to be stressed. Also raised was the potential for development to continue further down the A590 all the way to Junction 36 and the fact that this was highly undesirable.

The Clerk undertook to collate the comments raised by the Committee, those drawn to Members' attention by LAWSA and comments raised by Cllr Suzanne Long and to forward a response to South Lakeland District Council.

Resolved:

- (1) To note the verbal update.
- (2) The Clerk to produce a response including comments raised by the Committee, those drawn to Members' attention by LAWSA and comments raised by Cllr Suzanne Long and to forward the document to South Lakeland District Council.

P87/2022 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, presented the notes of the meeting of the Working Group held on 26 October 2022. He informed the Committee that the next meeting of the Working Group would take place on 7 December 2022.

Resolved:

- (1) To note the verbal update.
- (2) The notes of the meeting of the Kendal Town Council Flood Relief Scheme Working Group held on 26 October 2022 be received.

P88/2022 Motion to Council

Cllr A Campbell presented proposed text for a Motion to the next meeting of Full Council on the Town Council's position on second homes and holiday lets within Kendal.

Members were keen to ensure that an appropriate press release was made following the meeting of Full Council, should the motion be upheld.

Resolved: To forward the following Motion to Full Council on 3 December 2022:-

"The Council believes that everyone in Kendal should be able to buy or rent an affordable home in town and notes with deep concern the growing shortage of homes in Kendal and the surrounding parishes thanks to the increase in the number of second homes, holiday lets, and Airbnbs in the community leading to increasing house prices, increasing rent costs and an increasing number of residents seeking social-rented housing.

The Council also notes with deep concern the increasing incidences of eviction in South Lakeland District and the rising number of homelessness applications received by the District Council.

The Council recognises the importance of tourism and hospitality to Kendal's economy, providing jobs for locals and amenities to both locals and visitors. The Council also recognises that accommodation is a key requirement to sustaining a healthy tourism and hospitality sector.

However, without affordable housing, Kendal risks losing not only its local workforce but young people, families, and pensioners, who are being priced out of the community by rising housing costs. Fewer people using services like the Post Office, local transport, schools, and libraries, put those services at risk of closure and fewer workers damage Kendal's economy as local businesses struggle to recruit employees.

Current planning law is not sufficient to protect local homes for local people.

We, therefore, call on the Secretary of State for Leveling Up, Housing and Communities to protect local homes for local people by adopting the following reforms:

- 1. Require property owners to seek planning permission before converting their properties to second homes, Airbnbs and other holiday lets thereby handing local authorities the power to control the number and location of such properties in Kendal and the surrounding communities.*
- 2. Grant local authorities the power to charge a council tax premium on second homes in excess of the current 100% maximum.*
- 3. Grant planning authorities the power to demand more affordable homes from developers, up to 100% of a development.*
- 4. Restrict developers' use of viability assessments to reduce the number of affordable homes built.*

The Council, also urges South Lakeland District Council and Westmorland and Furness Council, when considering any planning application concerning a dwelling, to use any and all powers available to them to ensure that that dwelling becomes or remains a primary residence.

The Council also calls on South Lakeland District Council and Westmorland and Furness Council to join this Council and our Member of Parliament in lobbying Ministers to protect local homes for local people in Kendal and in our South Lakeland communities."

P89/2022 Asset of Community Value Nomination – Kendal Mountain Search and Rescue Team Base, Busher Walk

The Clerk provided details with regard to the process relating to assets of community value and asked Members to consider any comments in relation to a nomination which had been submitted to South Lakeland District Council by Kendal Mountain Search and Rescue Team with regard to its Base at Busher Walk.

Resolved: The Town Clerk to express the Committee's support to South Lakeland District Council for inclusion of the Kendal Mountain Search and Rescue Team Base within its list of Assets of Community Value.

P90/2022 Planning Applications

The Committee considered the Planning Applications shown 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 7.00 p.m.

Kendal Town Council

Responses from Planning Committee: 21 November 2022

Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	SL/2022/0969	Unit 2, Mintsfeet Road South, Kendal Canopy enclosure.	Mintsfeet	22 November	No Material Objections.
2	SL/2022/0849	Pekora Nera One, 104 - 106 Stricklandgate, Kendal Removal of signage, repainting of building facade and erection of awning (Part Retrospective).	Fell	22 November	No Material Objections provided that the Conservation Officer is satisfied that the proposal does not compromise the visual amenity of the Conservation Area. The Committee expressed disappointment that this was a part retrospective application.
3	SL/2022/0955 & SL/2022/0956	64 Highgate, Kendal Replacement of the existing external ATM with new model, through new centred aperture. Surrounding stonework replaced to suit & match existing, with lime-based mortar used.	Highgate	23 November	No Material Objections provided that the Conservation Officer is satisfied that the proposal does not compromise the visual amenity of the Conservation Area.
4	SL/2022/0957	64 Highgate, Kendal Replacement of the existing external ATM, with associated aperture & internal plinth alteration works. Installation of 1No non illuminated ATM header sign. Replacement / removal of existing internal machines, with associated making good works. New wall & floor decorations.	Highgate	23 November	No Material Objections provided that the Conservation Officer is satisfied that the proposal does not compromise the visual amenity of the Conservation Area.

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
5	SL/2022/0972	15 Castle Oval, Kendal Proposed single storey rear and side extension.	Castle	22 November	No Material Objections provided that there is a contribution to meet net biodiversity gain as required by DM4.
6	SL/2022/0977	166 Valley Drive, Kendal Single storey front extension.	Heron Hill	24 November	No Material Objections provided that there is a contribution to meet net biodiversity gain as required by DM4 and the Planning Officer should check on the measurements of the building, details of which are unclear.
7	SL/2022/0987	9 Hawesmead Avenue, Kendal Demolition of existing garage & outbuildings and the erection of a detached single storey garage/workshop.	Stonecross	24 November	Material Objections on the grounds of scale, size and dominance of the proposed building in that plot.
8	SL/2022/0946	6 Lound Road, Kendal Change of use of ground floor office (Use class E) to a single apartment (Use class C3) with single storey rear extension.	Castle/Kirkland	24 November	No Material Objections provided that the Conservation Officer is satisfied that the proposal does not compromise the visual amenity of the Conservation Area.
9	SL/2022/0989	Unit 2 A - 3 South Lakeland Retail Park, Queen Katherines Avenue, Kendal High level sign to front elevation, replacement panels/vinyls to existing totem poles, loading bay sign to rear elevation, and vinyls/graphics/solar film to internal face of windows/doors.	Mintsfeet	24 November	No Material Objections

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
10	SL/2022/0971	37-39 Finkle Street, Kendal Change of use of 1st & 2nd floors of former retail and retail storage & ancillary accommodation (Use class E) to 4 flats (Use class C3) with bin, recycling store and bicycle park (Resubmission of SL/2022/0405)	Fell	28 November	No Material Objections provided that the problems in relation to the original application have been addressed.
11	SL/2022/0975	55 Finkle Street, Kendal Change of use of 2nd floor of former retail (Use class E) to a dwelling (holiday accommodation) (Use class C3) with roof terrace with glazed balustrade (Resubmission of SL/2022/0274)	Fell	28 November	No Material Objections provided that the problems in relation to the original application have been addressed.
12	SL/2022/0898	114 - 116 Kirkland Installation of 1 non-illuminated fascia sign to front elevations & 1 non-illuminated tray sign to side elevation	Kirkland	2 December	Material Objections due to the size and dominance of the proposed sign on the front elevation in that area; the Committee prefers the size of the existing sign on the front elevation.
13	SL/2022/1006	3 Spring Bank Two storey rear extension & front porch replacement	Strickland	2 December	No Material Objections provided that there is a contribution to meet net biodiversity gain as required by DM4.

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 5 December 2022, at 6.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

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

P91/2022 Apologies

Apologies for absence were received and accepted from Cllrs A Campbell and D Miles.

P92/2022 Declarations of Interest

No declarations of interest were raised.

P93/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P94/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 21 November 2022 and to authorise the Chair to sign them as a true record.

P95/2022 Planning Process and Issues

Further to Minute No.P86/2022 of the meeting of the Committee held on 21 November 2021, the Committee's response to the District Council's additional list of Call for Sites proposals in relation to the South Lakeland Local Plan 2021 had been attached to the agenda for information. The Chair thanked the Town Clerk for collating the comments raised and submitting the response.

The Chair informed Members that the Town Clerk had indicated to him that he was making progress on a checklist containing relevant points for discussion during consideration of large housing developments, as requested at the previous meeting. In addition, the Town Clerk had indicated that arrangements were shortly to be made with regard to planning

training for Members.

Resolved: To note the verbal update.

P96/2022 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, reminded Members that the next meeting of the Working Group would take place on 7 December 2022 at the Flood Hub.

Resolved: To note the verbal update.

P97/2022 Planning Applications

The Committee considered the Planning Applications shown 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 6.49 p.m.

Kendal Town Council

Responses from Planning Committee: 5 December 2022

Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	SL/2022/1016	Romleigh, Romney Road, Kendal Demolition of existing bungalow and erection of two semi-detached one bedroomed apartments (Resubmission of SL/2021/0566)	Kirkland	7 December	No Material Objections and the Committee commented favourably on the building of environmentally-friendly, affordable housing.
2	SL/2022/1018	21 Greenside, Kendal Remove the flat roof over garage and replace with a pitch roof extending the line of the existing house to create additional living accommodation	Fell/Highgate	7 December	No Material Objections provided that the roofing materials are consistent with those used on neighbouring properties, that the proposal does not compromise the visual amenity of the Conservation Area, that there is a contribution to meet net biodiversity gain as required by DM4 and that the decision is based on the premises not overshadowing neighbouring properties.
3	SL/2022/1024	Farley Health Products Ltd, Lake District Business Park, Mint Bridge Road, Kendal Erection of a single storey building to provide enhanced and expanded micro laboratory facilities	Mintsfeet	12 December	No Material Objections

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
4	SL/2022/1048	Unit 2 A - 3, South Lakeland Retail Park, Queen Katherines Avenue, Kendal Alterations to position of rear fire exit door & repositioning/reduction in size of existing rear opening to receive new roller shutter	Mintsfeet	13 December	No Material Objections provided that it conforms to regulations.
5	SL/2022/1051	35 Rinkfield, Kendal Proposed detached single garage	Stonecross	16 December	No Material Objections provided that there is a contribution to meet net biodiversity gain as required by DM4.
6	SL/2022/1052	93 Highgate, Kendal Change of use of 1st & 2nd floors (Use class E) to dwelling (Use class C3)	Highgate	19 December	No Material Objections however the Committee was disappointment that the proposal was not for affordable housing. In addition, the Committee expressed disappointment at the lack of useful information provided within the design and access statement given that the proposal does not conform to the aims of this document and that should be taken into consideration in any decision. The Committee would also like to see inclusion for the provision of a bin store and bicycle lock-up facility.

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 19 December 2022, at 7.00 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

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

P98/2022 Apologies

An apology for absence was received and accepted from Cllr L Edwards.

P99/2022 Declarations of Interest

No declarations of interest were raised.

P100/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P101/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 5 December 2022 and to authorise the Chair to sign them as a true record.

P102/2022 Planning Process and Issues

The Chair suggested that any outstanding actions on resolutions from previous meetings should be included on the action sheet which was being developed for inclusion on forthcoming agendas. He was keen for this to commence in the new year and, in particular, stressed the importance of the production of a checklist containing relevant points for discussion during consideration of large housing developments in order to simplify the Committee's work and enable it to be more cogent in its responses.

Resolved: To include an action sheet in relation to outstanding actions for inclusion on all forthcoming agendas for meetings of the Planning Committee.

P103/2022 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, informed the Committee that, the Environment Agency representative having been unable to attend the planned meeting on 7 December 2022, the Group had instead met in the Mayor's Parlour and had an enjoyable discussion on events which had taken place over the year and scheme management. The importance of reassurance that the rest of the work would be finalised by 2024/25 had been raised. No further meetings had yet been scheduled, however, in response to a query, Cllr Cornthwaite informed the Committee that future plans were to pursue connectivity between green spaces. In response to a further query, he confirmed that the Council had recently purchased riverbank land from Beezon Fields (north of the railway bridge) to Sandy Meadows nature area, and this formed a part of the whole scheme of riverside connectivity from Scroggs Wood to Shap Road, which was affected by the Flood Relief Scheme.

Resolved: To note the verbal update.

Members were further being asked to endorse a proposal that the Council suggested Chantry Gardens as its preferred re-location for the water fountain (disconnected) at the Aynam Road end of Jennings Yard Bridge.

Resolved: To endorse the proposal that the Council suggests Chantry Gardens as its preferred re-location for the water fountain (disconnected) at the Aynam Road end of Jennings Yard Bridge.

P104/2022 Planning Applications

The Committee considered the Planning Applications shown 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 7.28 p.m.

Kendal Town Council

Responses from Planning Committee: 19 December 2022

Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	SL/2022/1067	Westmorland General Hospital, Burton Road, Kendal Single-story extension with plant room at roof level to provide MRI & CT diagnostic facilities increasing the hospital capacity	Oxenholme	20 December	No Material Objections provided that there is a contribution to net biodiversity gain as required by DM4, for example a sedum roof.
2	SL/2022/1029	The Factory Brews Ltd, 5 Aynam Road, Kendal Proposed rear canopy / covered outdoor space	Mintsfeet	26 December	No Material Objections provided that there is a contribution to net biodiversity gain as required by DM4 and that the Conservation Officer is satisfied that the proposed glass roof does not compromise the visual amenity of the Conservation Area.
3	SL/2022/1081	7 Collinfield, Kendal Replacement single storey rear extension	Stonecross	27 December	No Material Objections provided that the issues raised by the neighbour response are addressed by a smaller rooflight over the living room and sound-proofing in the adjoining wall and that there is a contribution to net biodiversity gain as required by DM4

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
4	SL/2022/1077	Land off Brigsteer Road, Kendal Discharge of conditions 12 (Traffic Scheme), 13 (Footpath Link), 14 (Footpath Crossover), 15 (Emergency Vehicle Access) and 27 (Noise Level Report) attached to planning permission SL/2020/0783	Highgate	27 December	<p>No Material Objections with regard to Conditions 12, 13 and 14 provided that action has been taken to conform with South Lakeland District Council planning conditions, however, the Committee does not feel confident in passing comment owing to the inadequate nature of the map provided.</p> <p>No Material Objections with regard to Condition 15 from the plan shown.</p> <p>No Material Objections with regard to Condition 27 being discharged as per the report provided.</p>

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 9 January 2023, at 6.00 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

In Attendance: Chris Bagshaw (Town Clerk).

P105/2022 Apologies

None

P106/2022 Declarations of Interest

No declarations of interest were raised.

P107/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P108/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 19 December 2022 and to authorise the Chair to sign them as a true record.

P109/2022 Minute Action Sheet

Members considered a report on actions taken by officers on resolutions or recommendations made at previous meetings. The report format was welcomed by the Committee and a further column was requested indicating a likely timeline for updates.

The decision to support the relocation of the Aynam Road fountain was reiterated, and the need for further training was emphasised.

Resolved: To note the report, with the recommendation that future reports include a column for timeline updates. Incomplete actions would remain on the report until complete.

P110/2022 Planning Process and Issues

The Committee welcomed the rediscovery of help sheets on material considerations. The

Clerk reported that he was drafting a new version which would reflect better the Committee's particular attention to net biodiversity, flooding and design.

The Clerk also circulated mapping of the town's wards and the Conservation for member's reference.

Resolved: To request laminated versions of the Conservation Area map.

P111/2022 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, informed the Committee that there had been no further actions from the group since the last meeting. However, in the light of the Town Council's recent acquisition of the riverbank at Mintsfeet, he hoped that the situation with regard to the sitting licensee would be resolved as soon as soon as possible. The Town Clerk confirmed that he expected this to be actioned by the end of the current week.

Resolved: To note the verbal update.

P112/2022 Planning Applications

The Committee considered the Planning Applications shown 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 7pm.

Kendal Town Council

Responses from Planning Committee: 9 January 2023

Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
1	SL/2022/1092	Rear of 37-39 Finkle Street, Kendal Change of use of rear of 37-39 Finkle Street to 3 cottages with a bin/recycling store and bicycle parking (Resubmission of SL/2022/0406)	Fell	3 January	Noting that the Committee had supported this application initially, it considered what had been changed since the application was refused by Planning Officers. The Committee remained supportive in principle of the redevelopment, but did not consider that the latest application addressed the Reasons for Refusal sufficiently. Whilst it was satisfied that it should support the installation of solar panels on the development, and that the proposed installation may prove to be acceptable (part of Refusal 2), the remaining issues in Refusal 2 did not seem to be adequately addressed. Reasons for Refusal 1, 3, 4 and 5 were also unconvincingly addressed, leading the Committee to <u>Recommend Refusal</u>

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
2	SL/2022/0668	<p>Land adjacent to River Kent at Stockbeck and Gooseholme Park, Kendal</p> <p>Full Application for design changes to approved Phase 1 Kendal Linear Defences Scheme Ref: SL/2018/0925 to include construction of new pumping station including underground infrastructure, demolition of existing kiosk, erection of Motor Control Centre and electricity substation, linear defences in Reach F4, new outfall to River Kent and new hardstanding areas and associated landscaping areas incorporating SUDs within Gooseholme Park</p>	Nether / Mintsfeet	12 January	<p>The Committee welcomed the detail and clarity of this application.</p> <p><u>No material objections</u></p>

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
3	SL/2022/1023	Garage site to the rear of Castle Garth, Kendal Demolition of eight existing garages and erection of a single new domestic dwelling	Mintsfeet	9 January	<p>Whilst the Committee welcomed an attempt to tidy an area of unkempt property, they felt the proposed development fell short of the required standards in this sensitive location. They did not feel the development was sustainable, were concerned about access to the site and the affect on the Conservation Area. They noted the concerns of local residents about overlooking and other issues, and concluded on balance that the proposal represented an overdevelopment of a sensitive site.</p> <p><u>Recommend Refusal.</u></p>
4	SL/2022/1109	Town View Fields Hostel, Town View, Kendal Entrance ramp and accessible exit doors	Fell	16 January	<p><u>No material objections</u></p>

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
5	SL/2022/1120 & SL/2022/1121	Vestry at the United Reformed Church, 104 Highgate, Kendal Change of use of Vestry to a self contained holiday let (Use class C3) and associated works	Highgate	17 January	Although the Committee recognised the welcome renovation of surplus buildings and long term aims for this site, it felt duty bound to express how very disappointed it was that the developer was proposing the development as a short-term letting opportunity, instead of a much-needed addition to the town centre's housing stock. It recognised that the developer was making assumptions about the sustainability of the proposal and the Committee could not identify any current material planning considerations that would lead them to oppose the development, so assuming that the Conservation Officer was satisfied that it did not threaten the visual amenity of the Conservation Area had <u>No material objections.</u>
6	SL/2022/1134	18 Teal Beck, Kendal Detached garage to the side of the property	Heron Hill	17 January	The Committee would like to see some net biodiversity gain beyond the placement of a single bird box, otherwise it had <u>No material objections.</u>
7	SL/2022/1123	65 Serpentine Road, Kendal Installation of solar panels to the front & rear facing roofs	Fell	18 January	<u>No material objections</u>

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
8	SL/2022/1137	School House, 1 Castle Street, Kendal Replacement doors and windows	Mintsfeet	18 January	Providing the Conservation Officer is satisfied that the development does not compromise the visual amenity of the Conservation Area. <u>No material objections</u>
9	SL/2022/1150	27 Westwood Avenue, Kendal Alterations to include new hipped roof to existing garage & kitchen with small rear extension	Kirkland	18 January	The Committee would like to see some positive statement on net biodiversity gain. <u>No material objections</u>

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to SLDC	Observations/Recommendations
10	SL/2022/1146 & SL/2022/1147	Wetherspoons, The Miles Thompson, Allhallows Lane, Kendal Increase the capacity for outdoor seating by closing off a portion of the pub's car park at the rear of the property (Retrospective)	Fell / Highgate	19 January	<p>The Committee was disappointed that a company of this size was applying retrospectively for Planning Consent, and urged developers to be more cognisant of their local planning contexts - something they must have come across somewhere in the rest of their portfolio. The Committee noted the local objections to the development, and was very sympathetic to their issues. They considered the development to be flawed in several respects – overlooking, privacy, noise, smoke pollution, loss of parking – an overall creeping over-development which was detrimental to the neighbourhood. Additionally they felt the character and appearance of the development fell a long way short of being appropriate in the context of a Grade II listed heritage asset in the Conservation Area.</p> <p><u>Recommend Refusal</u></p>
11	SL/2022/1168	Brewery Arts, 118 - 120 Highgate, Kendal Essential replacement of 9 single glazed timber windows to Art rooms at first floor level & replacement of glazed timber screen and double doors at first floor level	Highgate	19 January	<p>Providing the Conservation Officer is satisfied that the development does not compromise the visual amenity of the Conservation Area.</p> <p><u>No material objections</u></p>

**Kendal Town Council
Full Council – 6 February 2023
Reports from Representatives on Outside Bodies**

Dementia Hub 2023 at Abbott Hall Social Centre - dates and some organisations attending

The dates of the Dementia Hub meetings in 2023 are – 10 January / 14 February / 14 March / 11 April / 9 May / 13 June / 11 July / 8 August / 12 September / 10 October / 14 November / 12 December

I attended the 10 January meeting, and noted the organisations attending. They included:

- the NHS Memory Matters Assessment Service, based at Murley Moss;
- the Fire Service which can assess people's homes for fire risk, safety measures, etc.
- Dignity in Dementia, a social enterprise offering free advice;
- Sight Advice;
- Wheels for All, based at the Leisure Centre - they are having a Cycle Jumble on Monday, 18 July, at 6-8.30 pm at Castle Street Community Centre in Kendal. They are looking for donations of anything cycling-related to raise funds for Wheels for All for a cycle jumble - contact chrisfisher@wheelsforall.org.uk ;
- Home instead and ProMedica 24 who provide live-in care and companionship services-to suit needs and budget;
- Alzheimers Society;
- Bela Day Centre in Milnthorpe, open Monday – Sunday, which provides support for older people with disabilities, including early onset dementia - transport can be provided if necessary.

The Hub would be grateful for any publicity to advertise the service it provides.

Cllr Richard Sutton

Kendal Town Council
Full Council – 6 February 2023
Reports from Representatives on Outside Bodies

Integrated Care Community meeting held in Kendal Leisure Centre - 30 November 2022
Theme - Working Partnerships

Manna House has obtained a solar-powered pod, 8ft by 6ft, to be placed in the Manna House garden. This is to help one person who might otherwise be sleeping rough for 1 night out of the weather, warm and safe. There is CCTV, on-call support and police partnership. This is a trial. An Open Pod Day will be hosted in January. Manna House is also on the County Council list of warm spots. A nurse is in attendance on Tuesdays and Fridays, and may soon be joined by another.

Active Cumbria continues its projects to help people age better through activity (65+). Funding is available to help people attend activities.

South Lakes Carer Support is trying to raise its profile to support young and adult carers. 1,600 carers are supported at present. The youngest is 5 years old.

Alzheimers Society provides 1-1 support for anyone affected by dementia. Also provides information about research and new drugs. There is a "Singing in Mind" group in Kendal. The Hub at Abbott hall Social Centre continues on the 2nd Tuesday of the month, 2-4p.m. Information is provided about dementia, loneliness, etc. Refreshments by ASDA.

Sight Advice offers a one-stop hub for all ages with any sight loss condition. Offers social groups, i.e. friends service and book at bedtime. Quiz every Friday morning.

The Health and Wellbeing coaching service continues to expand its football team (from ages 16 plus).

There are drop-in sessions on Thursdays at Kendal Library 9.30a.m. -12.30p.m.

The primary Mental Health Team work with anxiety, depression, stress, etc. It offers a mental health champions network to help with questions and queries for young people ages 15-18 years.

Growing Well continues to offer mental health support through the activities on an organic farm. Support is given for an average of 12 months. A free minibus service is offered from Kendal and Oxenholme. In 2023 this will be extended to Ambleside and Lancaster. A second farm may be opening in Tebay.

The Well provides housing for those who have suffered from drug and alcohol addictions but who are now "clean". Further projects may offer help for females, and also a day "hub" for people to drop in. The Well is also offering to provide a warm spot on certain days.

The James Cochrane Practice held a very successful "menopause cafe". Over 40 attended. Another event will be held on 30 January 2023.

The Family Health Day at the Leisure Centre went well - over 283 signed in (6 November). Primary age children were less evident on this occasion. In 2023, the "day" may last from 10a.m. -2p.m., and there may be 2 sessions.

Cllr Richard Sutton

**Kendal Town Council
Full Council – 6 February 2023
Reports from Representatives on Outside Bodies**

Report of Kendal Bid to Kendal Town Council

I attended the board meeting on 10 January.

The AGM will be on 1 March at Riverside Hotel for members of Kendal Bid.

The meeting began with a review of current projects which include:

- Town trails; these will resume in Spring 2023.
- Grants for improving shop fronts and training staff a good uptake but more businesses could benefit from improved shop fronts so these will be promoted at the AGM. BID to try and contact landlords of empty shops in order to sort out appearance and the Bid committee were looking at blown vinyls to decorate some of these. They are also planning to start mentorship training courses each quarter for the benefit of new shops.
- The DSCVR app (now known as 'Discover'), which assists in locating shops, cafés and so on will now have a community tile to show warm places and later to advertise events.

In 2022 the Christmas bazaar did not happen because the Market Place was not available, but is now planned to be on 9-10 December this year (with log cabins type stalls, Santa's Grotto and Reindeers).

Kendal TIC: They are also researching a screen on a stand for Kendal Tourist information and collating prices.

They are planning Kendal with several festivals this year to cover most months and in line with other planned festivals. These include:

- Food and drink and folk festival in June ('Kendal Folk & Food').
- A Family Festival in July.
- A Gaming Festival date TBC.
- The music festival in October which will also include open microphone nights around the town.

Cllr Helen Ladhams

**Kendal Town Council
Full Council – 6 February 2023
Reports from Representatives on Outside Bodies**

Kendal Community Theatre (KCT)

The KCT was very pleased with the positive feedback from the Christmas Carol for Kendal production. One comment from an audience member said how they were moved by the way that people with additional needs were right at the centre of the production. Another said they had never seen a performance where there was such diversity with regard to age, ability and disability which worked so well resulting in such a good show.

The KCT is wholly open access and welcomes all abilities. There are blind, hearing-impaired, ADHD and autistic members who regularly perform.

As part of this part of this production KCT secured funding from the D/Oyly Carte charitable Trust and the Stevenson Trust to support a project with Sandgate School. Members of KCT went into the school for weekly sessions for most of last term leading up to the show. Students attended Sunday afternoon rehearsals along with other young people. For the performances KCT was able to re-imburse school staff and carers who accompanied the students. The opportunity to work with around 10 SEN students and vulnerable young people further broadened KCT's inclusivity. The funding meant that KCT was able to offer heavily subsidised tickets through local schools and a Pay What You Can Afford performance for anyone who might not be able to come for economic reasons.

A student from Kendal College was able to work with KCT through a paid internship/placement scheme with young creatives, either at college or recent graduates.

Some of the grants were for technical development so KCT was able to hire equipment and train a year 9 student to run a snow, mist and smoke effects for the entire show.

The KCT recognises the generosity of statutory bodies and local businesses in grant support which shows the cultural value KCT provides for the community.

Cllr Richard Sutton

SLACC-tt**Trustees Meeting report****5 January**

Other matters arising;

- Shop doors. *Duncan reported that Helen Moriarty of KTC was following this up*
- Cargo Bike report. *Chris reported that Jo Haughton has now made both a full report and a summary available on our website (as seen E and H minutes 16/01/23)*
 - AGM. *Agreed to hold this on 20th April 2023 and there would be a briefing of members if required on 2nd Feb*

1. Governance issues:

- Safeguarding policy review
- Equality and Diversity- awareness raising with volunteers (brief update). *Carole presented the policy to two groups of WiW volunteers in November*

2. Treasurer's report (Alan and Chris) *An initial summary of 2022 accounts was presented.*

3. Future Direction for SLACC-tt (Carole)

- Update. *Feedback from the WiW oversight group was accepting of proposals to separate either as a CIC or a separate Charity if needed but would prefer to stay linked to SLACC at least initially. A meeting with accountants (Alan, Chris and Duncan) had suggested shades of grey between becoming a CIC or remaining a Charity. It was suggested that slacc could stay connected via the proposed "climate hub" development and that the term "wellbeing" could be added to our objects at the same time as SLACC transfers to a CIO*

4. Main issue;

Report from SLACC, including the Public Inquiry on Cumbria coal mine application (Duncan, Carole Chris and Maggie). *All had read the documentation including letter from Matthew McFeeley of Buxton's solicitor and an outline of the procedure for a legal challenge. Maggie showed a summary of the current costings and estimates of income.*

Estimated Costs of Statutory Review

stage	Commercial cost	Reduced cost
Pre action	10,152	6,678
Issuing claim	17,350	11,900
Up to permissions on paper	8,370	5,580
Permission hearing if req'd	11,650	18,000
Advice and correspondence	6,600	4,400
Hearing if 1 day	31,290	21,610
	85,412	58,258
+ Opponents Costs – probable Aarhus cap		10,000
Overall		70,000
- Our costs – if we win – paid by Govt	-35,000	
Overall	50,412	

SLACC
Coal Mine campaign

Funding to date:

• Crowd Justice	£28,220	£25,000
• Donations received		£ 7,000
• Donations promised		£ 5,000
• Grants under consideration		£ 30,000?
•		£67,000

If SLACC lost the challenge costs of £58,258 would be incurred plus opponents costs, but they would be capped under the Aarhus declaration if that is granted to most likely 10000 but could be 20000 depending on assessment of our funds. If we win our legal team would wish to claim a sum as close to their full costs as possible with our funding at the time.

Mhairi asked for the report prepared for funders to be emailed as she would like to circulate to relevant people. Report to follow asap.

5. Dates, times and venues for future meetings 2023: *Accepted though some dates (8th June particularly) may need changing later*

9 Feb

13 April

8 June

10 August

5 October

7 December

AGM: *20th April*

**Kendal Town Council
Full Council – 6 February 2023
Reports from Representatives on Outside Bodies**

South Lakeland Equality and Diversity Partnership (SLEDP)

The aims of SLEDP are:

- Seek to reduce inequality on the grounds of gender, race, disability, age, sexual orientation, rurality, and religion/ belief
- Celebrate diversity and reduce discrimination
- Improve the life chances and opportunities for people who live, work, and visit South Lakeland

SLEDP are very grateful for the support they have received from Kendal Town Council both financially and Councillor support at meetings, events and activities. The following is a summary of some highlights from 2022:

WIHW The World Interfaith Harmony Week February 1-7 2022

Wednesday 2nd February Event led by Monsignor Francis Slattery a 92 year old retired Roman Catholic Priest who led an afternoon session of meditation/prayer and study. Monsignor Slattery commented "Every year this is an occasion to celebrate our differences and richly varied beliefs. It was a joy to be able to come together and just express what we do have in common, even if we do have differences of expression. What we did was share a time of meditation or prayer, of reading the Psalms and a Blessing. This we did in our own homes. It was a simple reminder of our togetherness, a fact we share a common language when speaking of our faiths and a joy in knowing others have similar expressions. We have to be thankful at this time for this simple act of faith which hopefully binds us more closely together."

Thursday 3rd February 10-12 Event in The Mayors Parlour Kendal Town Hall. The Mayor of Kendal Councillor Douglas Rathbone invited guests to an event an event to celebrate WIHW. The guests included the SLEDP South Lakeland Equality and Diversity Partnership Lead on Interfaith and Multifaith and the Chair and members of the SLIF South Lakeland Interfaith Forum Committee. Explanations of the role and activities of SLEDP and SLIF were given.

SLEDP is honoured that the booklet Cumbrian Supplement for the national booklet by South Lakeland Equality and Diversity Partnership (SLEDP) (Second Edition 2019), is on the WIHW website resources page and will have been used in WIHW 2022.

WIHW webpage Resources <https://worldinterfaithharmonyweek.com/resources/>

Guides

https://worldinterfaithharmonyweek.com/wp-content/uploads/2020/03/Cumbrian_Supplement_for_the_National_Booklet-2009.pdf

8 Day Interfaith Week 13 - 20 November 2022 - <https://www.interfaith.org.uk/>

Wednesday 16th - Talks on Interfaith at the Quaker Friends meeting house in Kendal.

AWAZ Cumbria and SLEDP presented talks on interfaith by Dave Bullard who has been a Quaker all his life and he spoke about the Quaker peace tapestry which originated in South Lakeland. Imam Abdur Rashid who was born in Cumbria and is the Imam at the Carlisle Islamic centre. He has been active in interfaith dialogue and events as the Imam there and intends to continue to build bridges with all communities on humanitarian grounds of peace, collaboration and education. The Mayor of Kendal Councillor Douglas Rathbone also spoke.

Ongoing projects:

Leading a working group which is focused on dealing with the housing issues which refugees are facing in the South Lakeland area.

Leading a working group which is looking at developing a Faith Covenant for the new Westmorland & Furness Council.

Cllr Guy Tirvengadam







Kendal Town Council

Nov 2022 - Payment Schedule

<u>Date Paid</u>	<u>Details</u>	<u>Amount Paid</u>
01/11/2022	FTS Fire & Security Ltd - Fire Ext Service	£45.60
01/11/2022	Vanguarder Ltd - Tracking Fee	£9.60
04/11/2022	Barclays Bank - Bk Charges	£8.50
07/11/2022	Absolute Digital Print Ltd - Newsletter	£2,995.00
07/11/2022	RFM Ulverston Ltd - Payroll Services	£123.60
07/11/2022	Designworks - 12 mths Web Maint	£432.00
07/11/2022	Lound Road Garage - Fuel	£128.77
07/11/2022	Thompson Hayton Winkley Ltd - Deposit Land Purchase	£2,500.00
07/11/2022	Bravo Benefits Ltd - Childcare Vouchers	£104.20
08/11/2022	Waterplus - Allotments	£213.20
09/11/2022	Rinteln Visitors Exps	£258.00
14/11/2022	Naturescape.co.uk - Fletcher park Trees	£476.49
14/11/2022	Marquees & Teepees Killington - Torchlight	£4,255.16
15/11/2022	Staff Exps	£45.00
15/11/2022	WHDarby Ltd - Mayoral Chain Repairs	£4,556.40
15/11/2022	iTek Computer Solutions Ltd - Mthly Support	£365.76
15/11/2022	Lakes Medics - Christmas Switch-on	£295.00
15/11/2022	iTek Computer Solutions Ltd - IT Costs	£1,612.80
16/11/2022	Sage UK Ltd - Mthly Support	£33.00
20/11/2022	Nov Staff Salaries	£17,798.58
21/11/2022	Tech 4 Office Equip - Photocopies	£49.35
21/11/2022	SLDC - Street Lighting	£3,750.08
21/11/2022	SLDC - Parish Election Costs	£2,776.66
21/11/2022	Lions Club International - Christmas Switch-on	£28.00
23/11/2022	Allotment Refunds	£48.51
23/11/2022	Staff Mileage	£147.60
23/11/2022	Staff Exps	£54.70
23/11/2022	JT Atkinson & Sons Ltd - Allotment Repairs	£13.74
23/11/2022	MD Hanafin and Sons Ltd - Allotment Repairs	£384.20
23/11/2022	The Sign Man - Event Boards	£240.00
23/11/2022	Adobe Systems Software	£30.34
23/11/2022	HMRC - Nov Payroll	£7,106.76
23/11/2022	Thompson Hayton Winkley Ltd - Land Purchase Costs	£1,438.87
25/11/2022	Cumbria LG Pension - Nov Payroll	£6,502.48
28/11/2022	JJC Hire Ltd - Allotments	£290.00
28/11/2022	JJC Hire Ltd - Allotments	£290.00
28/11/2022	Woodhouse Plant - Christmas Tree Delivery	£780.00
28/11/2022	Continental Landscapes - Trees/Bushes	£1,191.00
28/11/2022	Continental Landscapes - Allotments	£216.00
28/11/2022	Oceans 12 Ltd - Van Repairs	£227.69
28/11/2022	JT Atkinson & Sons Ltd - Allotments	£14.23
28/11/2022	Forty Two Creative Think - Newsletter	£240.00
28/11/2022	Lakeland Thinning's Christmas - Christmas Tree	£620.00
28/11/2022	Blackburn IT Services Ltd - Allotment Software	£180.00
	<u>TOTAL</u>	<u>£62,876.87</u>



Kendal Town Council

Dec 2022 - Payment Schedule

<u>Date Paid</u>	<u>Details</u>	<u>Amount Paid</u>
01/12/2022	Waterplus - Allotments	£8.44
01/12/2022	Waterplus - Allotments	£3.29
01/12/2022	EE Ltd - Mobile	£13.12
01/12/2022	Childcare Vouchers - Bravo Benefits Ltd	£104.20
01/12/2022	SKU Consultancy and Training - Coffee Morning	£45.00
01/12/2022	Vanguarder Ltd - Tracking Fee Van	£9.60
01/12/2022	Sage UK Ltd - Mthly Support	£33.00
01/12/2022	Adobe Systems Software	£30.34
01/12/2022	Adobe Systems Software 12 Mths	£396.00
05/12/2022	Kendal Conservation - Serpentine Woods Maint	£1,000.00
05/12/2022	Thompson Hayton Winkley Ltd - Solicitors Fees	£212.79
05/12/2022	WHDarby Ltd - Mayoral Chain Repair	£614.57
05/12/2022	Thompson Hayton Winkley Ltd -Purchase of Land	£24,467.61
05/12/2022	Christmas Plus Ltd - Festive Display	£10,448.70
05/12/2022	Bank Charges	£8.50
07/12/2022	The Creative Branch - Christmas Lights Poster	£270.00
07/12/2022	MD Hanafin and Sons Ltd - Allotment Materials	£39.78
07/12/2022	Quaker Tapestry Ltd - Interfaith Week Refreshments	£94.50
07/12/2022	Lound Road Garage - Fuel	£131.60
07/12/2022	South Lakeland District Council - Rent	£2,850.00
07/12/2022	Continental Landscapes - Spring Planting	£4,764.00
07/12/2022	Anna Bailey - Visit Kendal Website	£960.00
07/12/2022	Cumbria County Council - Grounds Maint	£1,115.10
07/12/2022	Pennington's Quarry Ltd - Materials	£77.09
07/12/2022	Travis Perkins Ltd - Equip Hire	£37.37
07/12/2022	Art in Motion - Stilt Walkers (Christmas)	£600.00
07/12/2022	Joanne Nicholson - Remembrance Sunday Expenses	£70.00
07/12/2022	Stay Secure Security Ltd - Christmas Switch-on Security	£210.00
07/12/2022	MJW Audio - Christmas Switch-on	£1,550.00
07/12/2022	Staff Reimb - Expenses	£47.30
07/12/2022	Royal Mail - Vouchers Volunteers	£250.00
07/12/2022	Staff Reimb - Expenses	£19.80
07/12/2022	Royal Mail - Stamps	£95.00
07/12/2022	Festival Grants	£500.00
07/12/2022	Staff Reimb - Expenses	£77.60
07/12/2022	Royal Mail - Stamps	£421.00
07/12/2022	Petty Cash - Float Coffee Morning	£60.00
07/12/2022	Kendal College - Museum 3 Years	£6,000.00
20/12/2022	Dec Staff Salaries	£13,238.51
21/12/2022	CN Metalworks - Railings Kirkbarrow/Triangle Comm Garden	£1,092.00
21/12/2022	Gaita band - Mountain Festival	£275.00
21/12/2022	Tech 4 Office Equip = Photocopies	£47.78
21/12/2022	Waterplus - Allotments	£30.42
22/12/2022	iTek Computer Solutions Ltd - Mthly Support	£365.76
22/12/2022	SLDC - Road Closure Admin	£275.00
22/12/2022	Screwfix - Tape and Staples	£32.98
22/12/2022	Royal British Legion - Poppy Wreaths	£100.00
22/12/2022	Absolute Digital Print Ltd - mayoral Christmas Cards	£147.60
22/12/2022	Dan Quiggin and Son Ltd - Mint Cake Coffee Morning	£29.41
23/12/2022	Dec Cumbria LG Pension	£4,535.37
23/12/2022	Dec HMRC	£3,791.38
29/12/2022	Siemens Financial Services - Photocopier Lease	£374.40
30/12/2022	Waterplus - Allotments	£25.41
TOTAL		£81,996.32

Kendal Town Council

Agenda Report

Committee: Full Council	Meeting Date: 6 th February 2023
From: Development Manager	Agenda No:11
Description: Coronation Celebration Plan	

Background

Christmas, Lights and Festival Committee proposed £15,000 to mark the Coronation of King Charles.

Management Committee discussed utilising the funding to fund a series of street parties via community organisers rather than developing and delivering a heavily resourced, one-off event that might not be well attended.

Officers have identified the Kirkland Bed as an area that needs attention ahead of Britain in Bloom and could be improved as a sustainable legacy to the Coronation. In order to keep improvements within budget, corporate sponsorship has been secured from Lakeland Gardens who will design and plant the space at a reduced rate.

Proposal

1. Support community led 'Coronation Big Lunch' events.

To take place on Sunday 7th May in;

- Kirkbarrow
- Heron Hill
- Fellside
- Hallgarth
- Sandylands

Kendal Town Council to provide community grants of up to £750 to fund additional food, equipment and decorations and cross promote the events to ensure all celebration options are available to all Kendal residents regarding where Big Lunch events are taking place, please see additional information below. Officers are currently liaising with community representatives to test appetite and raise awareness.

Cost: £3,750

2. Support the 'Coronation Garden' at Kirkland.

Working in partnership with Lakeland Gardens design and create a Coronation themed garden complete with the King Charles's favourite flowers, Delphiniums, and a commemorative stone (like the Coronation stone at the improved Aynham Road bed) to mark the occasion.

Lakeland Garden's professional design will be approved by the Kendal in Bloom Committee.

The bed is owned by Kirkland Parish but managed by South Lakeland District Council who are happy to confirm permission on receipt of professional design.

Cost: £5,000 (Additional £5000 secured via corporate sponsorship)

3. Support a Coronation Garden opening event

On Saturday the 6th of May the Mayor of Kendal Town Council will officially open the Coronation Garden. Residents, sponsors, and partners will be invited to the opening where tea and cake will be served from the Town Council's gazebo which we will set up nearby.

Cost: £1000

Total Budget required: £10,000 (£250 contingency)

Additional information regarding Big Lunch concept, available at [Coronation Weekend plans announced | The Royal Family](#)

The Coronation Big Lunch

Neighbours and communities across the United Kingdom are invited to share food and fun together at Coronation Big Lunches on Sunday 7th May 2023, in a nationwide act of celebration and friendship. From a cup of tea with a neighbour to a street party, a Coronation Big Lunch brings the celebrations to your neighbourhood and is a great way to get to know your community a little better.

The Coronation Big Lunch will be overseen and organised by the Big Lunch team at the Eden Project. The Big Lunch is an idea from the Eden Project, made possible by The National Lottery, that brings millions of people together annually to boost community spirit, reduce loneliness and support charities and good causes. Her Majesty The Queen Consort has been Patron of the Big Lunch since 2013.

Thousands of events are expected to take place in every corner of the United Kingdom this May as people take to their streets, gardens, parks and community spaces to join the Coronation celebrations and mark this historic occasion.

Free downloadable resources will also be made available online by the Big Lunch team at CoronationBigLunch.com, to help people and communities start their Coronation Big Lunch planning.

Kendal Town Council Full Council Meeting 6th February 2023

Proposed Budget 2023-24

	Budget 22-23 (with authorised changes)	estimated outturn	Proposed budget 2023-24
Committee Management			
Staffing	245,000	262,389	280,000
Premises	19,000	21,041	21,500
IT	17,500	21,292	14,000
Newsletter	11,500	11,500	12,500
Insurance and Finance	12,000	10,844	12,000
General office & Contingencies	15,000	13,550	12,000
Vehicle	2,500	3,468	5,000
Elections	7,777	7,777	30,000
Equality and Diversity	150	150	150
Kendal Futures	15,000	15,000	15,500
Visit Kendal	16,750	16,750	16,600
Total	362,177	383,761	419,250
Mayoralty & Arts			
Allowance	5,250	5,524	5,524

Travel	800	500	800	
Functions	7,500	7,500	7,500	
Twinning	2,500	1,800	1,500	
Exhibition	2,000	2,000	1,000	
Museum	2,000	2,000	2,000	
Regalia	-		-	From Reserves
Total	20,050	19,324	18,324	

Audit, Grants and Charities

Community Grants Core	22,500	22,500	24,000	
Community Grants Discretionary	18,500	18,500	19,000	
Total	41,000	41,000	43,000	

Christmas Lights and Festivals

Lights & Electricity	18,250	18,250	18,850	
Infrastructure & Maintenance	10,000	10,000	3,000	
Switch on	3,500	3,524	4,500	
Bunting	1,250	1,137	1,250	
Coronation	5,000	3,283	10,000	
Festival Grants	30,000	23,000	25,000	
Total	68,000	59,194	62,600	

Kendal in Bloom

Floral Displays	21,500	21,526	26,500	
Projects and Grants	8,700	6,500	8,500	
Total	30,200	28,026	35,000	

Allotments

Capital expenditure	*	*	*	From Reserves
Revenue Expenditure	8,000	8,000	8,800	
Water	1,800	1,800	1,800	
Rent	900	840	950	
Pest control	3,000	3,000	3,000	

Total		13,700	13,640	14,550	
Environment & Highways					
New infrastructure		8,156	1,307	-	From Reserves
Infrastructure maintenance		3,000	3,639	3,700	
Footway maintenance		-	-	-	From Reserves
Footway lighting		3,751	3,751	4,200	
Bins		2,650	2,650	3,000	
Town Centre		-	-	*	From Reserves
Climate Change	*	*	*	*	From Reserves
Footpath Development		-	-	*	From Reserves
20mph	*	*	*	*	From Reserves
Total		17,557	11,347	10,900	
Planning					
FRSWG		40,000	40,000	20,000	
Total		40,000	40,000	20,000	
Revenue Budget Total		592,684	596,292	623,624	

Kendal Town Council**Draft Proposed Reserves Budget 2023-24**

Version 5 27 January 2023

Reserve			Fund at 1 April 2022	Paid in	paid out	Estimated Fund at 1 April 2023	Paid in	paid out	Estimate Fund at 31 March 2024		"24/25 paid in
Wainwright Fund			11,600		250	11,350	-	250	11,100	250	
Allotments			68,119		30,000	38,119	-	25,000	13,119		
CIL			34,805	68,176	20,000	82,981	8,000	32,500	58,481		
Arts			17,888		6,800	11,088			11,088	-	
Development			155,016	22,000	86,817	90,199	20,000	87,495	22,704		
E&H			7,349	800	8,149	-	-		-	-	
FRSWG			70,000	40,000		110,000	20,000		130,000	-	20,000
River Connectivity			31,000		31,000	-		-	-		
Elections			12,037	5,000		17,037	30,000	36,327	10,710		
General Reserves			13,973	47,076	41,029	20,020	20,000		40,020		
Balance			421,787		224,045	380,794		181,572	297,222		

Kendal Town Council**Budget 2023-24****Council Tax and Precept Estimations**

Revenue Budget 2023 (from page 1) Total 623,624

	2022	2023
Council Tax Base	10730.14	10785.7

	2022-23 Budget	2022-23 Est Outturn	Proposed 23-24
Income			
Precept	502,285	502,285	567,997
SLDC Grant	34,147	34,147	33,046
Bank interest	1,320	320	1,500
CIL Receipts	30,000	68,176	
Allotment Rent	22,000	22,000	22,500
Other income	10,000	100	1,000
		Total	626,043

Receipts to reserve

How much will it cost Council Tax Payers?

	Council Tax in 22-23	Proposed Council Tax 23-24	Percentage increase	equivalent in pence per week
Band A	31.21	35.11	12.5%	8
Band B	36.41	40.96	12.5%	9
Band C	41.61	46.81	12.5%	10
Band D	46.81	52.66	12.5%	11
Band E	57.21	64.36	12.5%	14
Band F	62.41	70.22	12.5%	15