

Kendal Town Council

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



28 November 2022

Dear Councillor

You are summoned to attend a meeting of the Council commencing at **7.30 p.m.** on **Monday, 5 December 2022**, 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.

After the meeting the Mayor will host informal drinks in the Parlour.

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.

Kendal Museum

To receive a presentation from Kendal Museum 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 3 October 2022 and to authorise the Chair to sign them as a true record (see attached).

5. Mayor's Communications and Announcements

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

6. Reports and minutes from Committees

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

- (a) Allotments Committee on 31 October 2022
- (b) Audit, Grants and Charities Committee on 28 September and 13 October 2022
- (c) Christmas Lights and Festivals Committee on 26 September 2022
- (d) Environment and Highways Committee on 14 November 2022
- (e) Kendal in Bloom on 17 October 2022
- (f) Management Committee on 7 November 2022
- (g) Mayoralty and Arts Committee on 24 October 2022
- (h) Planning Committee on 3 and 17 October and 7 November 2022

6.2) To accept the following proposed amendments to Committee membership and to note any other changes:

Allotments: add Cllr L Edwards, to replace Cllr S Coleman

Audit, Grants and Charities: add Cllrs S Coleman and L Edwards

7. Reports from Representatives

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

- (a) Carer Support South Lakes (a written report from Cllr R Sutton)
- (b) Kendal Rinteln Association (a written report from Cllr A Blackman)
- (c) Lakes Line Rail Users Group (a written report from Cllr S Coleman)

8. Notice of Motion – Short Term Holiday Letting and Housing Supply

To consider a Motion proposed by Cllr A Campbell, and seconded by Cllr H Ladhams (Vice Chair of Planning).

Background

The Town Council's Planning Committee has been working on the issue of short-term holiday letting and its impact on the local housing market. Following research and consideration it has proposed the following Motion to address the issue.

Proposed Motion

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.

9. Notice of Motion – Retained EU Law (Reform and Revocation) Bill

To consider a Motion proposed by Cllr L Hendry and seconded by Cllr K Simpson.

Background

In September this year the government introduced the Retained EU Law (Reform and Revocation) Bill. This bill will result in our existing legislation, which protects the environment, preserves wildlife, limits air and water pollution and regulates chemicals and food, being scrapped. Recently, in November 2022, the government 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.

Proposed Motion

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.

10. Schedule of Payments

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

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED
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Minutes of a meeting of Kendal Town Council held in the Council Chamber at the Town Hall, Highgate, Kendal, on Monday, 3 October 2022, at 7.30 p.m.

| | | | |
|---------------|-----------|-------------------------|-----------|
| G Archibald | Present | A Blackman | Apologies |
| K Blamire | Apologies | S Blunden | Present |
| J Brook | Present | D Brown | Present |
| A Campbell | Present | S Coleman | Present |
| J Cornthwaite | Present | J Dunlop (Deputy Mayor) | Present |
| L Edwards | Present | D Evans | Present |
| A Finch | Apologies | C Hardy | Apologies |
| M Helme | Present | L Hendry | Present |
| E Hennessy | Present | H Ladhams | Present |
| S Long | Present | D Miles | Apologies |
| T Perkins | Present | D Rathbone (Mayor) | Present |
| C Russell | Present | M Severn | Absent |
| K Simpson | Present | R Sutton | Present |
| P Thornton | Present | G Tirvengadam | 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 Sergeant Suzanne Scott-O'Neill from **Cumbria Constabulary**. Sergeant O'Neill explained that she had not attended a Town Council meeting since before the start of the Covid-19 pandemic and informed Members of a number of changes which had taken place in Kendal's Police Team since that time as a result of a decrease in resources. She introduced David House and Ben Lawson, two new Community Beat Officers, also advising that a third Beat Officer was shortly due to join the Team covering Kendal. She explained that the three Beat Officers' email addresses would be provided to all Town Councillors via the Town Clerk in due course and that Members would be able to contact them at any time. In addition, three Police Community Support Officers would shortly be recruited to work alongside the three Beat Officers.

Sergeant Scott-O'Neill informed Members that the Police were aware of the current issues at Gooseholme. She acknowledged that the new bridge would soon be opening and explained that Police footfall and patrols would be increased in this location. She also advised that Police crime statistics would no longer be reported to the Town Council as Members would have direct contact with Beat Officers and so there would be no need to report statistics at meetings. She further drew attention to a link that she would send to the Town Council via which Members could find out detailed, localised information relating to crime and trends within Kendal. She reassured Members that the Policy Team continued to carefully examine their own statistics on a daily basis and at multi-agency meetings.

Members expressed strong appreciation to Sergeant Scott-O'Neill and the Police Force for their work in the community. Sergeant Scott-O'Neill answered a number of questions raised by Members.

There was a further detailed presentation by Miriam Randall, Chief Executive and Artistic Director from **Brewery Arts**. She introduced Heather Askew, the recently-appointed Director of Finance and Business Development whose key role was to assist the organisation to recover as it came out of the Covid-19 crisis. Ms Randall referred to the documents circulated to Members at the start of the meeting and the Guide covering September to December 2022 which demonstrated the events put on by the organisation around live music, theatre, cinema, comedy, dance, exhibitions, international festivals, outreach programmes and creative learning. She offered any Members who were interested to contact her for a tour of the site.

Ms Randall informed Members that Brewery Arts was celebrating its 50th Anniversary in 2022, that the organisation was firmly established in the region and also had national significance and international reach. It worked in partnership across the arts, education and community sectors, and engaged almost 200,000 people each year in its programmes. The organisation's vision was for Kendal to be known internationally as a destination for world-class culture and creativity, an attractive and stimulating location for creatives to develop their practice and build careers, and for audiences to build a lifelong love of the arts. The organisation did this through accessible programmes developed in tandem with the communities it served. Its work reflected global issues, but had people and participation at its heart. Ms Randall spoke to Members about Brewery Arts' values and aims, its impact, partnerships, company structure, and business and financial models. She further talked about learning and community engagement and provided an activity plan overview for 2023-26, which stated that during this period, the organisation would increase its social impact in creative people, cultural communities and a creative and cultural county. Ms Randall further provided information on the Brewery Arts Strategy and details in relation to income and core grants, also taking the opportunity to thank the Town Council for its support and contribution which, she said, made a massive difference.

Ms Randall and Ms Askew responded to a series of questions raised by Members.

30/2022 Apologies

Resolved: To receive and accept apologies for absence from Cllrs A Blackman, K Blamire, A Finch, C Hardy and D Miles.

The Chairman advised Members that Cllr K Blamire, due to personal circumstances, had requested leave of absence from Council meetings for a six month period.

The Clerk provided clarification with regard to the relevant legislation under Section 85 of the Local Government Act 1972, advising that Council needed to consider accepting Cllr Blamire's apologies for a six month period. In response to a query, he informed Members that the Chairman of the Management Committee had been made aware of and was in

agreement with the situation, and he undertook to explain Cllr Blamire's circumstances to Members confidentially outside of the meeting.

Resolved: To authorise a six month leave of absence from Council meetings for Cllr K Blamire, with immediate effect.

31/2022 Declarations of Interest

No declarations of interest were raised.

32/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

33/2022 Minutes of Last Meeting

Resolved: To receive the minutes of the meeting of the Council held on 8 August 2022 and to authorise the Chairman to sign them as a true record.

34/2022 Mayor's Communications and Announcements

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

The Mayor further referred to his recent visit to Rinteln to attend its Alstadfest and of the return visit to Kendal by representatives of Rinteln. These visits had been arranged in order to celebrate the 30th Anniversary of and to re-affirm the Kendal and Rinteln twinning. The Mayor called upon any Member with a keen hobby to come forward and establish if they might be able to link up with someone with a similar enthusiasm in Rinteln.

Resolved: To receive the report.

35/2022 Minutes from Committees

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

- (a) Audit, Grants and Charities Committee on 25 July and 8 August 2022 – Cllr J Dunlop as Chair of the Committee expressed strong disappointment at both the meeting of 25 July and a more recent meeting on 28 September having been inquorate, with both having had to be reconvened. She pointed out that the agendas for these meetings had included items of business importance which required discussion and decision. She further referred to the lack of apologies prior to the last meeting and the fact that, had they been received in a timely manner, then this could have avoided time and expense being wasted.

A query was raised regarding grant applications for £50 and as to whether the Committee continued to offer these small amounts. Cllr Dunlop explained that the

Town Council was there for both small and large organisations and that administration of the small grants did not take up a large amount of officer time.

A further query was raised regarding inquoracy of meetings and the potential for consideration of protocol to enable meetings to continue to discuss agenda items and to pass on the actual decision making to the next meeting of the Committee. Cllr Dunlop explained that the option to make recommendations to Full Council had indeed been considered on 28 September, however, that as the meeting was to be rescheduled and held prior to the next meeting of Full Council, this had been felt to be unnecessary. The Chair asked the Clerk to investigate the potential for appropriate protocol in this regard.

Resolved: The Clerk to investigate the potential for appropriate protocol regarding inquoracy of meetings and recommendations to be made to Council.

(b) Christmas Lights and Festivals Committee on 25 July 2022 –

Cllr K Simpson advised that whilst she was marked as having been absent and her apology having been received and accepted, she had, in fact, been present at the meeting.

Reference was made to CLF17/2022 and the potential for a reduction in the hours that the Christmas lights were lit in Kendal. This suggestion was supported by a Council Member who felt that support would demonstrate the Council's commitment to addressing the Climate Emergency. Cllr H Ladhams, Chair of the Committee, informed Council that a decision had already been made on 26 September in relation to the hours of lighting the Christmas lights.

Clarification was sought regarding CLF18/2022(b) and the grant to Kendal Torchlight. The Clerk explained that the Christmas Lights and Festivals Committee and the Audit, Grants and Charities Committee had different policies in respect of making grants. Cllr M Helme, Vice-Chair of the Committee, advised that two separate grants had been made by the Committee to Kendal Torchlight, one of £5,000 and one of £3,000 and the Clerk confirmed that this was appropriate and within the Committee's guidelines. He further explained that he planned to look into the Council's grants policies, explaining that he had previously hoped to draw together the Council's grant giving functions and of his intention to bring this proposal back to Council in a few months' time.

(c) Environment and Highways Committee on 12 September 2022 – Cllr E Hennessy, Chair of the Committee, advised that the Committee remained busy.

A Member queried whether he should raise an amendment at this stage and was advised to leave this until the Committee itself gave consideration to the minutes. Discussion took place on the process of Council receiving minutes and as to whether it was suitable for Council to make amendments to the minutes of Standing Committees. Discussion also took place regarding the process of recording late arrivals and early departures of Members attending meetings, which, it was felt, had

been formally abandoned some time ago. The Clerk explained of the need for the Council to follow guidance and of the need for it to be recorded where Members were present for decisions being made. He further pointed out that he felt that a number of the previous processes followed by Council may be ultra vires and suggested, therefore, that a number of protocols should be examined afresh.

Resolved: The Clerk to bring a report on Council meeting protocols to a future meeting of the Management Committee.

Cllr E Hennessy was asked if he agreed with an earlier comment by the Police that Kendal was a haven for cyclists, no bicycles ever going missing. Cllr Hennessy explained that he had also been surprised by this statement, as did other Members. Some, however, did not agree, and were of the opinion that locked bicycles were unlikely to be stolen in Kendal.

- (d) Kendal in Bloom on 27 July 2022 – Cllr R Sutton, Vice-Chair of the Committee, reported that Kendal in Bloom 2022 had been a great success.
- (e) Management Committee on 5 September 2022 – Cllr S Coleman, Chair of the Committee, advised that much consideration had been given to the office move to South Lakeland House and that the Committee was doing all it could to support staff. Cllr Coleman awaited an email from the Clerk in this regard.

A great deal of attention was drawn to a typographical error in Minute M36/2022 where “head” should have read “heat”.

- (f) Planning Committee on 1 and 15 August and 5 September 2022 –

A query was raised with regard to the minutes of the meeting of 1 August and Planning Application No.SL/2022/0663 (6 Giltwhaiterigg Lane, Kendal) and the Committee’s recommendation for refusal of solar panels. Cllr H Ladhams, Vice-Chair of the Committee, explained that this had been due to the fact that the proposed panels were to be installed on the side of the building resulting in impingement on the visual amenity of the area.

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

36/2022 Reports from Representatives

The Council received the following reports:-

- (a) Kendal BID (a written report from Cllr H Ladhams) – Members welcomed the report and acknowledged the new focus on getting things done. Members’ attention was drawn to the Kendal Music Festival which was due to take place on Saturday, 8 October.

- (b) Kendal Integrated Care Community - Cllr Sutton gave a brief verbal account of the informative sessions he had attended in the week prior to the meeting. These had focussed mainly on the cost of living crisis, and Cllr Sutton undertook to provide Members with a full written report in due course. Members felt that this was vital information and it was suggested that the Christmas Lights and Festivals Committee might pick up on some of the issues raised.
- (c) Kendal Rinteln Association (a written report from Cllr A Blackman) – It was acknowledged that the twinning weekend had been a great success, with attendance by both the Mayor of Rinteln and a representative of the German Consulate in Edinburgh.
- (d) SLACC Trustees Meeting (a written report from Cllr M Helme) – Cllr Helme commended the current work being carried out by the Group.

The Chair thanked representatives for their reports.

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

37/2022 Property Transfers

Council was asked to consider authorisation of the sealing of contracts for the purchase of land by the River Kent at Mintsfeet for £25,000, plus a contribution to the vendor's legal costs, and for land at Vicarage Drive, for £1, plus a contribution to the vendor's legal fees.

The Clerk explained that the Council had previously approved both acquisitions, though this was the first public agenda item confirming this fact and formally authorising the completion of contracts. The contracts had been prepared by the Council's solicitors, Thompson Hayton Winkley.

Resolved: To authorise the sealing of contracts for the purchase of land by the River Kent at Mintsfeet for £25,000, plus a contribution to the vendor's legal costs, and for the land at Vicarage Drive, for £1, plus a contribution to the vendor's legal fees.

38/2022 Additional item - Schedule of Payments

The Clerk explained that the Schedule of Payments for the period to September 2022 had been omitted from the Agenda in error. Standing Orders required Council's attention to be drawn to payments over £10,000, and during that period, there had been a request from the Allotments Committee for a sum of £23,823 for work in relation to Canal Head which had already been carried out and paid for.

The Clerk, therefore, suggested that, with Council's leave, he would bring this issue before the meeting of the Audit, Grants and Charities Committee's reconvened meeting on 13 October and report on to the November meeting of the Management Committee.

Members, however, expressed appreciation for the work that had been carried out resulting in the need this payment and felt that due process had been followed prior to this meeting.

Resolved: To note the payment of £23,823 and proposals for onward reporting as outlined above.

The meeting closed at 9.24 p.m.

| 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 |

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Minutes of the meeting of the Allotments Committee held on Monday, 31 October 2022, in the Council Chamber at the Town Hall, Highgate, Kendal, at 7.00 p.m.

| | | | |
|-------------------------------|---------|--------------------|-----------|
| Cllr G Archibald (Vice Chair) | Present | Cllr K Blamire | Apologies |
| Cllr S Coleman | Present | Cllr J Cornthwaite | Present |
| Cllr A Finch (Chair) | Present | Cllr C Hardy | Absent |

Site Representatives present

| | |
|---------------|--------------|
| Underley Road | Chris Rowley |
| Wattsfield | Ros Taylor |

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

A13/2022 Apologies

Apologies for absence were received and accepted from Cllr K Blamire and from Site Representatives Deborah Allison (Canal Head), Jon Cox (Castle Haggs Ext), Paul Huggonson (Sedbergh Road), Gwen Tordoff (Castle Haggs) and Brian Williams (Crow Tree).

A14/2022 Declarations of Interest

No declarations of interest were raised.

A15/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

A16/2022 Minutes of the Previous Meeting

Resolved: To receive the minutes of the previous meeting of the Allotments Committee held on 18 July 2022 and to authorise the Chair to sign them as a true record.

A17/2022 Review of Spend against Budget

The Council Services Officer presented a report reviewing spend against budget at August 2022. It was raised that in previous reports, details on capital funding and exactly how much had been drawn down had been shown separately which had enabled the Committee to keep track on the situation. As currently displayed, it was felt to be unclear. The Town Clerk provided an explanation in relation to the figures as shown and the Council Services Officer undertook to ask for the details to be presented as requested to future meetings.

Resolved:

- (1) To note the report.
- (2) Officers to provide budget information to future meetings in the format as outlined above.

A18/2022 Allotment Management Software

Members were asked to consider a proposal to extend the functionality of the current Allotment Management Software to include mobile reporting.

The Council Services Officer explained that the Council currently used Rialtas software to manage the allotment database. Last year, the company had teamed up with a mobile technology company to offer an integrate app that could be used to make allotment inspection reports on site. This would mean that the Council Services Officer would be able to record her inspection visits as she made them, rather than taking notes to write up once she was back in the office. The app included the ability to attach pictures for the file, which meant that on return to the office, reports were generated almost instantaneously (the app downloaded and synced to the Rialtas system). The cost of the app was £150 per annum.

The Underley Road Site Representative indicated that he felt that he could be more active in his role if he had more information about the tenants on that site, for example when plots became vacant, although also aware of data protection regulations. The Council Services Officer advised that she could easily provide information on vacant plots and also that the Council was looking into sharing of information and had plans to seek authorisation from tenants in this regard. Members were keen to ensure that General Data Protection Regulations were adhered to.

Resolved:

- (1) To approve extension of the functionality of the current Allotment Management Software to include mobile reporting, as a cost of £150 per annum.
- (2) Officer to give further consideration to General Data Protection Regulations and the potential for sharing information with site representatives.

A19/2022 Asbestos Site Investigation – Underley Hill Allotment Gardens

The Town Clerk provided a brief update on the current situation following research tasks set at the last meeting (Minute No. A7/2022 refers) and referred to site visits carried out in early summer 2022 which had suggested that residents from adjacent properties had continued to trespass on the site, with some evidence of attempts at cultivation and residents having appeared to have made their own access points from their gardens.

The Town Clerk provided details of the history of the site and explained that the Town Council recognised the hazard to health presented by the disturbance of the asbestos deposits. On the site's Asbestos Register, none of the deposits scored for hazard in their existing undisturbed state. The site was outside and not frequented by staff, tenants, or the landlord. However, the presence of unlawful occupancy also had to be factored in, and it was this impetus, along with the Town Council's own policies to remove contaminants from its estate, that had caused a revised position and management plan which was attached to the report for information.

The Town Clerk informed the Committee that the Town Council should never have taken on this part of land, however, that it had been a numbered allotment at the time. He explained that the contamination would be very expensive to remove and cheaper to control as had been done for the last 12 years. Environmental Health had logged the land as an area of open space with contaminants and had indicated that it would be left to grow wild. The management plan indicated a need to inform residents that the land contained brown asbestos and that no digging, planting or trespassing should take place. This had been done and the land had been fenced off. The Town Clerk sought the Committee's opinion on whether this was enough and whether to move forward with decontamination or simply to leave alone.

Members expressed agreement with what had been done to date with regard to putting measures in place, stressing the need to write to residents on an annual basis to ensure that this remained in their minds.

In response to a query with regard to potential costs for work, the Town Clerk explained that an initial survey alone would cost around £3,500. Remediation to remove top soil and replace would cost tens of thousands. Another question was raised regarding the potential for the asbestos to leach out and the Town Clerk advised that, in particulate form, it was inert and remained in position.

Members were interested to hear feedback provided by residents and the Council Services Officer reported that she had written to them, however, had received no response. She acknowledged, though, that ownership of houses changed and the need to reiterate the situation from time to time.

As regards insurance, the Town Clerk undertook to check up on this, advising that the Council was covered for all risks however that this did not normally include land contamination and so there would be no insurance for the consequences of land contamination. He drew attention, however, to the District Council's contaminated land policy which stated that polluters must pay; he reminded the Committee that the District Council was the landowner and that this was, therefore, their responsibility.

Discussion took place with regard to the best way in which to rewild the site, using low growing shrubs such as Juniper, planted by someone suitably attired, and it was suggested that Natural Kendal be contacted for advice in this regard. The Committee was keen for a report to be brought back to a future meeting following officers having investigated options.

Resolved:

- (1) To note the report.
- (2) To commit to a survey and effective communications being carried out on an annual basis, as well as signage and fencing.
- (3) To approach Natural Kendal for advice with regard to suitable options for rewilding.

A20/2022 Cockerels on Coley Barn Allotments

Further to A8/2022, the Council Services Officer provided a verbal update. The noise nuisance from the cockerels at Coley Barn had abated and all parties were now content. She drew attention, however, to the fact that the nights had drawn in and of the need to re-assess the situation when it became lighter in the spring. The two tenants that kept rare breed birds remained and all the other cockerels had gone.

Resolved: To note the verbal update.

A21/2022 Canal Head Extension

The Council Services Officer introduced a report on the extension of the available plots at Canal Head, the available land to let on the site having been extended to create over 30 new plots.

The report indicated that the current signage was inadequate, with new signs required at the entrances to the site. Troughs had been installed to a high standard, but there was a slight but perceived risk to the general public through drowning and foul water, mitigations for which were outlined. Since the contractors had left the site, there had been heavy rain, enabling the Town Council to identify where the issues might be with poor drainage, details of which were provided, together with details on work required to address the situation, including the creation of a small wetland feature with appropriate planting, at the expense of half of one new plot. This was a high priority task to be completed in the next six to eight weeks to avoid damage to the new paths. The gates were not fitted to the highest standard, but the rabbit proofing had always been agreed to be an aftersale installation by the Town Council. The perimeter fencing had been installed by the contractor, but due to various reasons dealt with elsewhere in the Council's review of the project, the rabbit proof element had been left incomplete. The Townscape Officer would complete this as a matter of high importance, burying the existing rabbit mesh, and installing fresh mesh around the gates. This should be completed in the next six weeks. The triangle on the canal side between the existing plots and the access path from the canal had been identified as being an area suitable for letting to a community garden project. Cllr A Blackman would speak to the Head at Heron Hill school who was keen to extend an existing scheme at the school. Other issues related to debris from the initial timber clearance left at the north, undeveloped, area of the site. This included old fencing, cut wood and brash. The area continued to attract anti-social behaviour in the form of fly-tipping and perhaps unauthorised camping, but there was no obvious sign of drug use. Officers would speak to the District Council about picking up the fly-tipping and about the timber piles. It was raised that the Town Clerk had recently encountered two men taking wood from the site. They had not sought permission, neither did they know who this might be gained from, and they were in a vehicle, suggesting that the gate by the tip end should now be locked to prevent further unauthorised access.

The report indicated that the total cost of the project to date was £24,626 and confirmation of costs on site signage, trough warning signs and planting for the wetland area was awaited.

The Council Services Officer informed Members that the work had been completed to a satisfactory level. She felt, however, that the Council had not been good with regard to communication on the project with the public and allotment holders and stressed the need in future for appropriate liaison with all partners. However, public feedback had been good, with a couple of tentative enquiries having already been received.

The Townscape Manager provided a further update on the project, explaining that the reason for flooding had been due to grass seed having been sown to prevent weeds from appearing on the new plots. This had included compacting of the soil which had resulted in flooding, with the water having nowhere to go. He informed the Committee of how this could be addressed by installing soakaways as described within the report and that this work would not be obstructive or take up any land and would not cost a huge amount of money, although the Council Services Officer indicated that a quote would be required. It was suggested, therefore, that a quote be sought and for the expenditure to be agreed by the Chairman of the Committee once received.

A query was raised as to when the allotments would be let and the Townscape Officer indicated that he had first to complete the fence at Wattsfield but aimed to have carried out the remaining work by December. The Council Services Officer reiterated the need for rabbit proof fencing and suggested that the plots would be ready to let in time for the next growing season.

Discussion took place on the rental fee and the extra work required by tenants to dig over the grassed plots, however, it was acknowledged that any plot required work when initially let, that a precedent should not be set and that there was a demand for allotments, so people would not be put off. Also raised were other problems faced by existing tenants on other sites.

It was suggested that the Council should have the right to move people on after one year's tenancy, if necessary, and the Council Services Officer agreed that there was a need to make improvements to the letting system during the next year in order to address unworked plots.

The Town Clerk updated Members with regard to the funding which had been allocated to the project, advising that £38,119 remained available in the Allotment Reserve for future projects. Officers further indicated, in response to a query, that the District Council had been approached with regard to recent fly tipping and on the stealing of wood referred to above.

Resolved:

- (1) To note the report.
- (2) Quotes to be sought regarding the drainage work outlined within the report and detailed above, with expenditure to be agreed by the Chairman of the Committee once received.
- (3) The Council Services Officer to look at making improvements to the Allotments letting process during the forthcoming year.

A22/2022 Waiting List

The Council Services Officer reported that she continued to struggle to let allotments, although a lot of names remained on the waiting list. She was finding that when she was offering plots to people who had joined the list during lockdown, they had either disappeared or no longer wanted an allotment. Whilst there were 172 people on the waiting list, she did not feel that this figure was representative of people wanting allotments.

The Council Services Officer informed Members that she was now inspecting allotments every six weeks. She had initially found a lot of plots which were not being worked and had sent out 74 letters to tenants of unworked plots. 13 plots had been handed back as a result of this. Her next visit had seen a big improvement, with only 25 needing to be contacted. 19 plots remained vacant and the Council Services Officer remained active in working on the list. She explained that people were still interested but that she needed to ensure that the right people were given the right plot. She further indicated that it was her intention to revisit allotments next year and to get to grips with the process.

The Council Services Officer raised the fact that some people were keen for a support mechanism and education on allotments and that she need to pick this up with site representatives. A suggestion was raised for the Council to reach out to New Beginnings and to find out if refugees living in Kendal were aware of the existence of allotments. The Town Clerk referred to another local council where refugee families provided assistance to allotment holders and that this was especially beneficial to asylum seekers who were unable to work.

Members asked for information on where the 19 vacant plots were, and the Council Services Officer undertook to include this within future reports.

The Council Services Officer lastly referred to a recent decision to locate areas for community allotments. She reported that three locations were currently being looked at, one on the triangular area at Canal Head regarding which discussions were taking place with South Lakes Housing and a Governor at Heron Hill School, another at Town View Fields Allotments and a third at Canal Head allotments.

Resolved:

- (1) To note the report.
- (2) The Council Services to discuss with site representatives options for a support mechanism and education on allotments.
- (3) The Council Services Officer to reach out to New Beginnings to make refugees living in Kendal aware of the existence of allotments.
- (4) The Council Services officer to include details in future reports on the location of vacant allotments.

A23/2022 Site Representatives

Ros Taylor, Wattsfield Site Representative, reported that this site was doing well and thanked the Town Council for the new fencing along the field and which was soon to be completed. She raised the fact that the Council's Allotments Waiting List system was somewhat cumbersome and that this was the right time of the year to move people on. She further drew Members' attention to the recent attack of a dog by another on a path nearby to the allotments which had resulted in the dog that had been attacked having to be euthanised. In response to a query, Ros Taylor and the Council Services Officer explained that the Horsetail weed infestation had been resolved on one of the allotments and that the tenant of the other allotment affected by this problem was on notice to quit. Ros Taylor believed that this was how problems continued and it was suggested that, for these types of reasons, an improved link between the Council and Site Representatives was required, particularly due to the fact that the non-working of plots could potentially be due to sensitive reasons. The Council Services Officer acknowledged the need to strengthen links between the Council and Site Representatives and to fill vacant plots.

Chris Rowley, Site Representative for Underley Road, thanked the Townscape Officer for finishing the plots on this site, however, expressed disappointment that one was not in use. The Council Services Officer confirmed that this was being looked into. Chris Rowley further expressed disappointment with regard to the orchard at the end of the Underley Road allotments which seemed to have deteriorated, once having been very well tended. He pointed out the speed at which it was deteriorating and wondered whether this could be used as a community plot. The Council Services Officer explained that this site belonged to the District Council and undertook to contact officers there in response to a suggestion by Members of the Committee for the Town Council to take over the orchard. Chris Rowley indicated a willingness to work on the site together with others. Chris Rowley also drew attention to a number of unused plots at Underley Road and the Council Services Officer explained that she had let some in the previous week. Chris Rowley raised the fact that Waste into Wellbeing had received around a tonne of food from allotment holders this year. He believed that there was more available and asked for boxes to be placed at the plots. He suggested that the cargo or trailer bike recently considered by the Town Council could be a

good method by which to collect the filled boxes for delivery to Waste into Wellbeing. Chris Rowley lastly referred to the issue of composting and difficulties with regard to moving food waste. Discussion took place on options, including potential use of aerobic and anaerobic digesters. It was suggested that research be carried out for the potential of the Town Council removing food waste and taking it to existing digesters within the area.

Resolved:

- (1) To note the reports.
- (2) Officers to work to strengthen links with Site Representatives.
- (3) The Council Services Officer to contact the District Council regarding the potential for the Town Council to take over the orchard at the end of the Underley Road allotments site.
- (4) Research be carried out for the potential of food waste to be taken by the Council to existing aerobic/anaerobic digesters within the area.

A24/2022 Project Updates

The Townscape Officer reported that he planned next to complete work at Wattsfield, followed by work at Canal Head and then on maintenance and tree work. He informed the Committee that the fence at the rear of Castle Haggs was in a very poor state and of his intention to look at this over the winter.

The Council Services Officer referred to the ongoing issue of rats and advised that the Council was working on this with a contractor based in Wigan. The problem was worst at Castle Haggs, with rats coming in from Fletcher Park, and there were now also rats at Sandylands. The Townscape Officer explained that the problem existed throughout the country, that traps were not proving to be successful and of the cons of using poison as a last resort, as well as the fact that there was a legal process to be followed before poison could actually be used. In response to a query with regard to contamination of water by rat poison, Members were advised that this was the contractor's and not the Council's responsibility. The Council Services informed Members that poison was now being used at Castle Haggs and at Coley Barn and that it would soon also be put out at Sandylands. Discussion took place on this issue, during which it was noted that whilst the current contractor was doing a good job, they only visited to check traps on a monthly basis, which was felt to be somewhat inhumane. In response to a concern regarding the checking of traps, the Council Services Officer undertook to check up on this, although she believed that this was being carried out as expected. She also raised the fact that she had been approached by a local contractor based in Kendal. Members raised that a local contractor would be able to check on traps more regularly and that there would be less travel involved which would be more environmentally sustainable.

Resolved:

- (1) To note the project updates.
- (2) The Council Services Officer to ensure that the current pest control contractor is checking on rat traps on a monthly basis.
- (3) The Council Services Officer to seek a quote from the Kendal-based pest control contractor.

The meeting closed at 8.22 p.m.

Kendal Town Council

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



Minutes from the Audit, Grants and Charities Committee meeting held at 7.15 p.m. on Wednesday, 28 September 2022, in the Council Chamber at the Town Hall, Highgate, Kendal.

| | | | |
|----------------|-----------|-----------------|---------|
| Cllr K Blamire | Apologies | Cllr J Dunlop | Present |
| Cllr D Evans | Absent | Cllr M Helme | Absent |
| Cllr T Perkins | Absent | Cllr D Rathbone | Present |
| Cllr C Russell | Absent | | |

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

The meeting was inquorate and, therefore, adjourned at 7.16 p.m. Arrangements would be made for the meeting to reconvene on Thursday, 13 October 2022, at 7.00 p.m.

Kendal Town Council

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



Minutes from the Audit, Grants and Charities Committee meeting held at 7.00 p.m. on Thursday 13 October 2022, in the Council Chamber at the Town Hall, Highgate, Kendal. This was a reconvening of 28 September's meeting which had been adjourned due to the Committee having been inquorate.

| | | | |
|----------------|-----------|------------------------------|---------|
| Cllr K Blamire | Apologies | Cllr J Dunlop (Chair) | Present |
| Cllr D Evans | Present* | Cllr M Helme | Absent |
| Cllr T Perkins | Absent | Cllr D Rathbone (Vice-Chair) | Present |
| Cllr C Russell | Present | | |

* arrived at 7.05

In attendance: Chris Bagshaw (Town Clerk)

AGC 11/2022 Apologies

Apologies were received and accepted from Cllr Blamire, whom it was noted had been given leave of absence.

AGC 12/2022 Declarations of Interest

No declarations of interest were raised.

AGC 13/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

AGC 14/2022 Minutes of the Previous Meeting

It was noted that the Full Council had commented on the apparent absence of full accounts from grant applicant circulated to members of the committee.

Resolved: To receive and accept the minutes of the previous meetings of the Audit, Grants and Charities Committee held on 25 July and 8 August 2022 and to authorise the Chair to sign them as true records.

AGC 15/2022 Budget Monitoring

The Committee considered a budget monitoring report on the second quarter's expenditure in 2022/23. The Clerk drew the Committee's attention to a number of projected underspends and overspends. Payroll costs were difficult to predict, currently, due to the impact of the

NJC salary negotiations, for which the major unions were being balloted. The Council had incurred a few increases in staff hours and conditions, which were likely to impact on the final total, but the precise final extent would not be known until the NJC decision and any changes to NI. Premises bills from SLDC were under investigation and subject to review, following the move to the new office. IT costs continued to run high, due to software subscriptions and equipment failures over the year. Insurance and audit costs were likely to be below original estimates, but vehicle costs would exceed them. The council's vehicle was due for consideration of replacement in the coming year, and any new vehicle would hopefully bring down some of the running costs associated with the large modified panel van.

Resolved: To note the report. The Clerk will circulate a more detailed breakdown of staffing costs for members' information.

AGC16/2022 Grants Funding

The Committee considered the following grant applications:-

- (a) Grant from Kendal and District Lions
Sum applied for - £5,000
Purpose - towards the Kendal and District Lions Charity Bookshop
Committee Comment – The Committee noted that this application was returning after a request for further information. Whilst being very supportive of the Lions and their work, the Committee were concerned that they were being asked to contribute to what amounts to revenue costs for a fund raising activity, and further noted that the applicant did not appear to have applied for funding from anywhere else. In the light of this, they did not feel able to support the application for the full amount, but wished to show their ongoing support for the organisation.
Grant offered - £2,500
- (b) Kendal Brewery Arts
Sum applied for - £40,000 (Year 1 2022 - £10,000; Year 2 2023 - £15,000; and Year 3 2024 - £15,000)
Purpose - toward core costs and overheads, venue and technical infrastructure
Committee Comment – The Committee noted with appreciation that the applicants had given a presentation to Full Council the previous week which had been well-received by Councillors. It was noted that the Brewery would normally be considered to be amongst the Council's 'core' funding organisations and that their needs should always be considered in setting the Council's budget for funding. However, they also noted that the current limit on discretionary grant funding from the council was set at £10,000 pa. There was some discussion as to whether this meant it could not be ever breached, but the Committee was content that it shouldn't be done this year, without further guidance from the Council, and that in subsequent years, further funding could be applied for, or the Council could review its upper limit of annual support. These would be issues for further debate elsewhere.

Grant offered – £10,000 in 2022-23, £10,000 in 2023-24 and £10,000 in 2024-25.
Any additional funding would be subject to consideration of Council policy in this sphere.

Resolved: To offer the grants and/or appropriate feedback as listed above.

Resolved: To circulate more financial details, to committee members only, from the applicants.

Resolved: That a subsequent meeting of the Committee consider the criteria for grant giving in more detail.

AGC 17/2022 Finance System

The Clerk provided a verbal update on the Council's new finance management system. Rialtas Business Systems Ltd have just been acquired by a Canadian IT specialist, Harris Computer Corporation, part of Constellation Software, Inc. It was not clear whether this would have any material impact on the company or the support they gave the council in establishing their new finance software. The new software itself was bedding in appropriately with the purchase ordering system becoming more fluid and the appropriate budget allocations becoming clearer.

Resolved: To note the report

AGC18/2022 Financial Regulations

The Clerk provided a brief verbal report on progress made towards updating the Council's Financial Regulations. He explained that he had completed a first draft of the new regulations but they now required some council decisions, particularly on appropriate trigger step values. The Committee expressed a desire to see more information on the overall budgeting process.

Resolved: The Clerk will circulate an annotated version of his draft with proposed values for members to give feedback. A final draft would be presented to the committee at its next meeting, for onward recommendation to the full council. Notes on the budgeting process will also be circulated.

AGC19/2022 Internal Audit

The Committee was asked to consider the arrangements for the Internal Audit of the council's governance and accounts. The Clerk reported that the Council had to regularly review its Internal Audit arrangements. The Internal Auditor's role was specified in the Practitioners' Guide from the Joint Panel on Accountability and Governance (JPAG). The relevant chapter from the latest (June 2022) edition of the Guide was appended to the agenda. Internal Audit was currently carried out by RFM Ulverston Ltd and had cost £900 in 2022. RFM had been auditors since at least 2014.

Resolved: That Clerk initiates the process for the Council to appoint an Internal Auditor (which may be the existing internal Auditor) for a three-year period, from the next financial year.

AGC20/2022 Other Audit Matters

The Clerk provided a brief verbal report on the current auditing of Council Assets and the external audit. The External Auditors' report had just been received (too late to be included in the paperwork for this meeting). It would be presented to a subsequent meeting. It was a

clean audit with no qualifications. The only 'except for' related to the response to the previous year's audit timetable, which had been affected by the Council's response to the Covid pandemic, and subsequently delayed for a fortnight beyond the statutory time limit for submission. Although this was accounted for in the External Auditor's report last year (for 2020-21), the timetable for submission crossed over into the current year submission (for 2021-22) and this should have been reflected in the Council's responses in the Annual Governance Statement, notwithstanding that the Council set out a plan to deal with 'except fors' in the submission.

Resolved: To note the report.

The meeting closed at 8.40p.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, 26 September 2022, at 7.00 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 | Apologies |

* Arrived at 7.30 p.m. during consideration of Agenda Item No.5 (Budget Monitoring 2022-23).

In attendance: Council Services Officer (Janine Holt), Events Officer (Flo McMahon) and Democratic Services Assistant (Inge Booth).

Public Participation

Two representatives of Kendal Community Theatre addressed the Committee.

Chris Taylor, Artistic Director, first thanked Kendal Town Council for its support to the Theatre over its last ten years of existence. He informed the Committee that, to mark the Theatre's ten-year anniversary, the company would be putting on a show in the Town Hall, "A Christmas Carol for Kendal", a re-write of the Dickens story involving a cast of 30 to 40 people. Mr Taylor explained that the Theatre was an all-inclusive group and he referred to projects with Sandgate School and youngsters from 3 Sedbergh Drive, and the company's aim to build on what people could do, allowing anyone to become involved with creative theatre. The company attracted both national and local grants, and was seeking to further broaden inclusivity and to allow for subsidised tickets. Mr Taylor further highlighted the fact that the company had also been able to offer an amount of paid work for young people. Mr Taylor explained to the Committee that his initial starting point was not to seek money but to seek dialogue and a constructive partnership with the Town Council.

Caroline Moir, Writer and Treasurer, stressed the fact that Kendal Community Theatre had always been inclusive and that the company now aimed to further broaden its approach. She went on to provide details of all the shows which had been put on by the company since 2012, a total of 17 plays in 10 years.

Discussion took place during which the representatives of the Kendal Community Theatre answered questions raised by Members. Conversation centred around what the Council could do to assist the Theatre in marketing and raising its profile, particularly at community level. The Committee suggested that local councillors may be able to assist as a group by talking themselves to other community groups and handing out leaflets. Also discussed was the potential for a representative of Kendal Town Council for the Theatre in the capacity of observer. The representatives drew attention to a strong need for connectivity between artistic groups within Kendal. Cllr C Russell agreed that this was of great importance and referred to the new Unitary Authority, advising that discussions were currently taking place in this regard which, he hoped, would address the need for a Council for Voluntary Services

type organisation based in the Westmorland and Furness area. Also raised was the potential for the Visit Kendal site to be used as a central hub for networking.

The Chair advised the representatives that officers would be in touch with Kendal Community Theatre in due course.

Mr Taylor further kindly offered presence of street actors from the Theatre at the forthcoming Christmas Light Switch-on event.

CLF19/2022 Apologies

An apology for absence was received and accepted from Cllr P Thornton.

CLF20/2022 Declarations of Interest

Cllrs H Ladhams and C Russell raised interests in Agenda Item No.8 (Minute No.CLF26/2022 below).

CLF21/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

CLF22/2022 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 25 July 2022 and to authorise the Chair to sign them as a true record.

CLF23/2022 Budget Monitoring 2022-23

The Committee considered a budget monitoring report for 2022/23. The report indicated that expenditure to date was £21,685, with a total of £16,315 remaining. The Council Services Officer informed Members that nothing could be carried forward into 2023/24 and that the Committee would be asked to look at potential use of any remaining budget early in the new year. The Committee would start to look at its 2023/24 budget at its next meeting in November.

Reference was made to ideas previously raised by Members which may benefit from any remaining money, for example the Kendal Sports for All initiative. The potential for early informal discussions on the following year's budget was queried and the Council Services Officer undertook to look into the possibility.

Resolved: To receive the report.

CLF24/2022 Christmas 2022 and Future Years

(a) Statistics in Relation to a Reduction in Hours of the Lighting of the Town's Christmas Lights

Further to CLF17/2022, the Council Services Officer circulated a document detailing statistics in relation to a reduction in hours of the lighting of the Town's Christmas lights based on 2021 figures. The figures demonstrated an annual reduction in cost

by nearly half (£285.20), however, a large annual saving in units of electricity used (1,460.99).

Various options were considered, including a shorter reduction in hours of lighting and a reduction in hours, with the exception of those lights on the Christmas tree. Members noted, however, that any change would not result in a massive saving in terms of the Council's budget and also strongly recognised the boost provided to the spirit of the community by the Christmas lights, noting that when people were going to school and work it would not be good if the lights were off and would not lift their spirits. It was suggested, therefore, that the hours of lighting be left as in previous years and for the figures to be re-examined next year, bearing in mind the rise in energy costs.

Resolved: That the hours of lighting of the Town's Christmas lights remain as in previous years, with the figures to be reconsidered in Autumn 2023.

(b) Christmas Lights Switch-on Event - November 2022 – Event Schedule

Further to CLF17/2022, the Committee was asked to consider a proposed event schedule for the Christmas Lights Switch-on event. The Committee was further being asked to consider a proposal that the switch-on event be moved to Thursday 17 November, to coincide with the opening of the Kendal Mountain Festival.

The Events Officer informed Members of the potential for adaption of the event to integrate the Kendal Mountain Festival and bring the two audiences together, with people attending the free film following the switch-on event. The Mountain Festival were keen to be involved in the parade on opening night and discussions were due to take place on the following morning when she would be meeting Steve Scott, Festival Director. The Events Officer further drew attention to the Dark Skies message which would be lovely to witness, with visitors being able to take back the experience to their own communities. In addition, she highlighted the opportunity for cross marketing, as well as other potential benefits of linking the two events together.

Cllr M Helme expressed a wish to attend the meeting on the following morning, raising the possibilities for achieving inclusivity for those local families to whom the event would be inaccessible and promoting the potential for free tickets for the Mountain Festival to be handed out at the switch-on event. The Events Officer, however, was keen for officers first to look at the Mountain Festival's vision prior to discussion by Members at a future meeting. She further pointed out that consideration of spare tickets for local residents unable to afford to take part had been a condition of the Town Council's grant to the organisation.

Further raised with regard to amalgamation of the two events was the opportunity to promote the Town and its civic and cultural activity. In addition, Members were keen for the walking band, Blast Furnace, to be involved.

With regard to the potential change in the currently planned date, the Events Officer advised of the need to inform Christmas Plus as soon as possible.

Resolved: To change the date of the switch-on event to Thursday, 17 November, to coincide with the opening of the Kendal Mountain Festival.

CLF25/2022 Cycling and Walking Festival Coordination 2023

The Committee was being asked to consider ways in which the Cycling and Walking Infrastructure Plan (LCWIP) could be promoted through the Council's support for the Cycling and Walking Festivals.

Members were presented with background on the matter, detailing the fact that the Town Council was currently supporting plans for a Kendal Cycling Festival in 2023, and for the Kendal Walking Festival. It had been suggested by Members that the Council could link this support to the County Council's Cycling and Walking Infrastructure Plan, perhaps with additional input from Kendal Vision through the promotion of their initiatives in these areas. The Committee did not have an appropriate allocation of funding to cover this in the current financial year, however, could consider allocating a suitable budget line in the coming year, if the project was sufficiently within the Committee's brief. This cross-cutting issue would require coordination with the Town Council's Environment and Highways Committee, which would normally see promotion of Cycling and Walking as one of its spheres of operation.

The Committee was being recommended to make its 2023-24 budget proposals at its next meeting and, therefore, to develop ideas for expenditure in the coming financial year in time to present them in an appropriate format for consideration at that meeting.

Cllr C Russell referred to informal discussions which had taken place between himself and Nick Taylor from Kendal Futures around the launching of cycling, walking and running initiatives next spring, including the potential for this to form next year's Torchlight theme. They were trying to bring all of the elements together for a cohesive event. Nick Taylor was keen for Kendal Futures to deliver this initiative alongside the Kendal Town Council team. Cllr M Helme drew attention to the fact that Mark Cropper was also very interested for the inclusion of a green fell race. The Council Services Officer suggested that if the festival was to include running, then a green fell race could be included. She pointed out that consideration would need to be given to an appropriate budget.

Resolved: To consider an appropriate budget at a future meeting.

CLF26/2022 Event Funding – Kendal Torchlight Festival

Note – Cllrs H Ladhams and C Russell declared Other Registrable Interests in this item of business by virtue of the fact that they were members of the Torchlight Board. They, therefore, left the room for the remainder of the meeting and so took no part in the discussion or voting on the item. Cllr K Simpson took the Chair for the remainder of the meeting.

Further to Minute CLF18(b)/2022, the Committee was asked to consider a festival grant application for £3,000 to contribute towards engaging community groups, logistics, marketing budget, with some to be used as seed funding for the community development work Torchlight carried out across the Town and enhancing the creative content with the work of local people.

Resolved: To offer a grant of £3,000 to Kendal Torchlight Festival.

The meeting closed at 8.05 p.m.

Kendal Town Council

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



Minutes of the meeting of the Environment and Highways Committee held on Monday, 14 November 2022 at 7.00 p.m. in the Council Chamber at the Town Hall, Kendal.

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

* arrived 7.25 in item 7.

In attendance: Development and Delivery Manager (Helen Watson-Moriarty), Projects Officer (Anne-Marie Sanderson) and Town Clerk (Chris Bagshaw).

E28/2022 Apologies

Apologies were received and accepted from Cllr S Long.

E29/2022 Declarations of Interest

No additional declarations of interest were raised.

E30/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

E31/2022 Minutes of the Previous Meeting

A Councillor suggested that the minute referring to solar installations did not reflect the breadth of points raised, particularly an issue relating to the requirement for solar to be fitted to new build. An amendment was made to the minute to reflect this.

Resolved: To receive and accept the minutes of the meeting held on 14 September, 2022, with the amendment cited above, and to authorise the Chairman to sign them as a true record.

E32/2022 E&H Budget 2022/23

The Committee considered a budget monitoring report for 2022/23, the Development and Delivery Manager providing details in relation to a number of items. A query was raised about the accuracy of forecast figures and whether this indicated underspends that could be redistributed. It was suggested that Natural Kendal should be made aware of a potential underspend in the biodiversity grants budget. The Chair noted that £500 had been spent on supplying bulbs for Fletcher Park.

Resolved: To receive the budget report.

E33/2022 Budget Proposals Current Year

The Committee considered proposals for the following budget allocations from the current year.

- a) The virement of £3,000 Windermere Road Railings allocation to the Ivy Screens budget allocation (following CCC commitment to fund railings improvements)
 - b) The rewording of budget headings to show CCTV / Defib / SID under the same budget line.
3. The virement of £500 Infrastructure Maintenance to New Infrastructure – To cover shortfall in current New Infrastructure Budget to meet the quotes of x4 handrails at Fountain Brow, Triangle Community Garden, The Crack and Vicarage Drive.

Resolved: To accept all three proposals as stated.

E34/2022 Budget 2023-24

The Committee considered proposals for its core budget for the coming financial year. It was suggested that the Community Infrastructure Levy (CIL) should be used to increase the Council's support for footpath maintenance, and purchasing of bins and seats. It was also suggested that the CIL be used to supplement the budget set aside for general infrastructure maintenance and that this might include funding changes in the town centre. It was noted that there was some cross over with the projects budget, considered under the next item, and some of these suggestion would be dealt with under that heading.

Resolved: That the Committee propose the following core budget.

| Item | | Proposed 2023-24 | |
|--------------------------------|---------------------|---------------------|--|
| New infrastructure | | 2,500 | Particularly to cover apparent need in Hallgarth, subject to agreement with SLDC/W&F |
| Infrastructure Maintenance | Maintenance | 10,000 | To be supplemented by request for £40k from CIL for footpath improvements |
| | CCTV, SID and Defib | 3,000 | |
| SLDC service charges | Footway lighting | 4,200 | |
| | Somervell Gdn | 0 | Maintenance now with KiB budget |
| | Bins | 3,000 | |
| Core budget (ex CIL proposals) | | 22,700 | |

E35/2022 Project Update Report

The Committee considered a report from the Development and Delivery Manager on the progress of the Committee's extensive programme of projects. Whilst most projects were proceeding along previously agreed lines, a number of additional projects were cited by members as also requiring budgetary consideration. The Chair allowed these to come forward on the basis that this was effectively a budget-setting meeting, and that Councillors would have to remember that the budgetary process required a number of stages, and would not be conformed until Full Council approved a complete budget at its meeting in February 2023.

The Chair advised members that Town Council would be expected to make a contribution toward the implementation of the 20mph project. He has made a request via the Management Committee for these funds to be made available via the Community Infrastructure Levy (CIL).

There was some discussion about how the Council could bring resource to bear to improve the Market Place and the Birdcage. It was noted that these were not Town Council assets but they were issues that the Council had strategic views on. It was further noted that officers were actively meeting colleagues in other tiers and stakeholders to discuss how improvements to this area of public realm could be delivered. This was also considered to be an issue for which the CIL should be deployed.

On this basis it was proposed that the Committee seek the council's approval to draw down £100,000 of the available CIL funding and divide it as follows:

| | |
|--------------------------|---------|
| Footpath maintenance | £40,000 |
| Town Centre Public Realm | £30,000 |
| 20 m.p.h. | £30,000 |

A number of additional projects were also brought forward, for which councillors were broadly sympathetic.

A scheme to develop the old Highways Depot at Mintsfeet was discussed. It would create a multi-use sport and education hub, subject to ongoing discussions with Westmorland FA, a range of local schools and the Environment Agency (in regard to their new nature reserve, which will be adjacent to the site). A second project was to develop a sustainable drinking water programme for the town centre, both promoting the use and extension of an existing scheme for the public to refill water bottles in local businesses, and installing two new public drinking water supply points. For the Mintsfeet project a sum of £7,500 was considered for the development of a project towards Planning. Water fountains might require £5,000.

A proposal for Kendal Town Council's own sustainability accreditation was considered, with criteria including issues such as dark sky compliant lighting, water refills and closing doors at appropriate times to prevent heat loss. The Development and Delivery Manager observed that this could be delivered through partnership with an existing accreditation scheme delivered by a Green Small Business via a 'white label' approach to enable it to be delivered as a Zero Carbon Kendal initiative. It could be funded by the application of funding from existing budget lines, eg current unspent funds in Public Realm and Biodiversity allocations to a total of £4,000.

An additional project was also discussed – the benchmarking of the Town Centre against those of other comparable towns. A sum of £5,000 was mooted to support familiarisation visits. Ilkley in West Yorkshire was cited as an exemplar which might be visited. Following debate, which considered the value for money of such an exercise and the necessity in this

context, this was reduced to £2,000, contingent on support for the scheme being forthcoming from other stakeholders, particularly Kendal Futures.

Resolved: To receive the project update report.

Resolved: To propose to Management Committee that the Council's allocation of Community Infrastructure Levy is apportioned as follows:

| | |
|--------------------------|----------|
| Footpath maintenance | £40,000 |
| Town Centre Public Realm | £30,000 |
| 20 m.p.h. | £30,000 |
| Total | £100,000 |

Resolved: To make the following allocations and proposals.

| | | | |
|---|---|--------|--|
| Mintsfeet Depot development | Existing Green Space Improvement budget | £7,500 | Contingent on support coming from Cumbria County Council as well as other stakeholders |
| Water bottle refilling and public water supply points | New scheme | £5,000 | |
| Sustainability accreditation | Existing Climate Change budget | £4,000 | Vired from existing allocations for Public realm (£2k) and Biodiversity (£2k). |
| Public realm benchmarking | Public realm improvement | £2,000 | Contingent on support from Kendal Futures and others |
| | | | |
| | | | |

E36/2022 Suspension of Standing Order 3x

The committee considered a motion from the Chair to suspend Standing Order 3x and allow the meeting to run on to 10 p.m., so as to ensure the business of the Committee was completed.

Resolved: To support the motion and suspend Standing Order 3x.

E37/2022 Dockray Seat Virement

The Development and Delivery Manager drew the Committee's attention to the item relating to the repair of a seat near Dockray Hall. She alerted them to the fact that the repairs were likely to exceed the available funding in Infrastructure Maintenance and requested that the cost be supported by additional funding from the New Infrastructure budget line, which had more headroom.

Resolved: To support this request to the required amount (WHICH IS????)

E38/2022 Nobles Rest

The Committee heard that a plan to develop a new entrance to Nobles Rest from the front of Marks and Spencer had been abandoned due to legal difficulties with the original 1929 covenants. It was now proposed that the funding the town council had offered towards this project be diverted to the plan to build a new path across the grass from the Maude Street entrance to the park's new central feature.

Resolved: To approve this diversion of the £5,000 funding from the entrance project to the new path.

E39/2022 Serpentine Alphabet Trail

The Development and Delivery Manager reported that Kendal Conservation Volunteers have identified which sculptures from the Alphabet Sculpture Trail need repairing, and have requested that they be able to draw down the allocated funding of £1,000. In addition, the initiative to improve 'natural play' facilities in Serpentine Wood was progressing, following a design competition and site visit with key stakeholders. Volunteers, particularly from Kendal Conservation Volunteers, had done tremendous work in the woods. Councillors asked that their contribution be celebrated in a future edition of the newsletter.

Resolved: To note the report and accept the proposal for expenditure.

E40/2022 Sustainability Hub

The Committee received a report from the Development and Delivery Manager that the project to create a Sustainability Hub at Stricklandgate House was progressing well with strategic partners – South Lakes Action on Climate Change (SLACC), Waste into Wellbeing and Stricklandgate House itself. They were awaiting the outcome of a bid to the Shared Prosperity Fund and planning a series of events to engage the wider public.

Resolved: To note the report.

E41/2022 Zero Carbon Kendal

The Committee received a report from the Development and Delivery Manager that the Zero Carbon Kendal website and social media engagement was progressing well with good take-up on Instagram and Facebook. Content creation for the programme was taking around 4 hours of staff time per week, currently.

Resolved: To note the report.

E42/2022 Biodiversity Funding Proposals

The Committee considered the following proposed allocations from the Biodiversity Projects budget.

- a) Living Roof Bus Shelters (£2500)
- b) Wildflowers at Kendal Green (£500). It was noted that this would be supported by SLDC and delivered in partnership with their grounds maintenance contractor.
- c) Fruit tree espaliers and willow screening at Dean Gibson School (£300) It was suggested that these must be native and preferably local varieties. The chair asked that the school be invited to request further funding if required to meet these preferences.

Resolved: To accept these proposed budget allocations and expenditure.

E43/2022 20 m.p.h.

The Chair reported that progress on this matter was starting to be seen, but that the oversight group had agreed to the measures being introduced in a phased manner due to Highways staff capacity and budget constraints to deliver traffic calming measures. The scheme will be town wide and mandatory. Though the precise scope of the scheme is not yet in the public domain, Town Councillors may look at the proposed scheme boundaries in the Council's office by making an appointment with the Development and Delivery Manager. Cumbria County Council have requested £1,000 to be drawn down from the allocated £19,400 to support additional data collection to extend the scheme boundary in some areas.

Resolved: To approve the report and expenditure.

E44/2022 Carbon Literacy Training

The Committee considered a proposal from the Development and Delivery Manager for the Council to spend £345 from the £1,519 remaining in the Climate Change Projects budget on supporting five Kendal-based third sector representatives to attend the Carbon Literacy training offered by Cumbria Action for Sustainability (CAFS).

Resolved: To support the proposal.

The meeting closed at 10p.m.

Kendal Town Council

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



Minutes of a meeting of the Kendal in Bloom Committee held on Monday, 17 October 2022, at 6.00 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

Kendal Town Council Members

| | | | |
|-----------------------------|---------|----------------|-----------|
| Cllr A Blackman (Chair) | Present | Cllr K Blamire | Apologies |
| Cllr D Brown | Present | Cllr L Hendry | Present |
| Cllr R Sutton (Vice-Chair)) | Present | | |

Co-optees

| | | | |
|--------------------------------|-----------|----------------------|--------|
| M Nicholson | Apologies | C Stuart (Horticare) | Absent |
| A Yates (Kendal Civic Society) | Apologies | | |

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

B9/2022 Apologies

Apologies for absence were received and accepted from Kendal Town Council Member Cllr K Blamire (Kendal Town Council) and Co-optees, M Nicholson and A Yates (Kendal Civic Society).

B10/2022 Declarations of Interest

No declarations of interest were raised.

B11/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

B12/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Kendal in Bloom Committee held on 27 July 2022 and to authorise the Chairman to sign them as a true record.

The Chair drew Members' attention to Minute No.B5/2022 and informed them that the Chair of Governors at Heron Hill School, Jacqui Cottam, remained keen on the suggestion for a community garden in the centre of Kendal run by volunteers. He explained that he had pointed out a couple of pieces of land to her and that she would be following these up and coming back on this in due course.

The Chair referred to Resolution (2) of Minute No.B5/2022 regarding arrangements for a Kendal in Bloom celebration to be held at Heron Hill School on 15 September 2022. This resolution had unfortunately not been fulfilled and Jacqui Cottam was keen instead to do something in the Spring. The Chair suggested that the Bloom campaign could kick off with a visit to Heron Hill School early in 2023.

The Chair explained that he had suggested to Jacqui Cottam that she might be co-opted onto the Kendal in Bloom Committee and that she had indicated that she would be willing to do so.

Resolved: That Jacqui Cottam, subject to her confirmation, be co-opted onto the Kendal Bloom Committee.

The Council Services Officer reported that, with regard to Minute No.B5/2022, Resolution (3)(c), she had not yet prepared a report on the Kendal in Bloom 2023 initiative. She explained that Members would normally first meet as a working group for early discussions on this and suggested that this should take place in November or December. She would contact Members to determine a suitable date and draft a paper.

Resolved: The Council Services Officer to make arrangements for a Working Group meeting regarding Kendal in Bloom to take place in November or December and to prepare a draft paper for consideration by the Group.

The Council Services Officer drew Members' attention to the fact that the Cumbria in Bloom award ceremony would be taking place on the following day in Kendal Town Hall.

Cllr L Hendry referred to Minute No.B8/2022 and Resolution (2) regarding her providing a detailed and costed proposal with regard to bulb planting at Hallgarth. She explained that this had been difficult for several reasons and that it was unlikely that consideration could be given to the planting of bulbs until next Autumn.

Resolved: A detailed and costed proposal with regard to bulb planting at Hallgarth be brought to the Committee during Summer 2023.

B13/2022 Review of Spend against Budget 2022/23

The Council Services Officer explained that the forecast within the budget paper included proposals due to be considered by the Committee at this meeting. The forecast indicated that the Floral Display budget was due to be fully spent and that, after this evening's decisions, there would be £2,000 remaining in the Projects and Grants budget.

Resolved: To note the review of spend against budget at September 2022.

B14/2022 Cumbria in Bloom

The Committee was provided with a brief verbal update on the entry to Cumbria in Bloom 2022. Members were reminded that the award ceremony would be held on Tuesday, 18 October 2022, in Kendal Town Hall. All Members were welcome to attend the ceremony which would commence at 2.00 p.m.

The Council Services Officer explained that the Cumbria in Bloom award was the precursor for taking part in Britain in Bloom and drew attention to the vast amount of work that was entailed in preparing for this prestigious event, which would commence in January with the judges already examining areas. Should Kendal win the Cumbria in Bloom award, funding would be required, with consideration needing to be given to provision for this in the 2023/24 Budget.

Resolved: To note the verbal update.

B15/2022 Annual Plan

The Committee considered progress on an annual plan for the In Bloom programme which provided signposts on the cycle of events. This would be of particular assistance to new Members on the Committee. Members felt that it would be helpful to be able to view the information on one sheet.

Resolved: The Council Services Officer to circulate to Committee Members a full view of the annual plan on a spreadsheet.

A query was raised in relation to the criteria regarding Cumbria in Bloom and Britain in Bloom and as to whether these changed each year, with emphasis being placed on different things. The Council Services Officer explained that there were strict criteria to follow, however, was unaware if they changed. She was aware, though, that the criteria had become more environmentally focussed following Covid and that entries were definitely marked against the criteria. The Chair added that, following Covid, a table of graded criteria had been produced, which demonstrated if an entry was, for example, either good or outstanding, and he suggested that this be circulated to Members.

Resolved: The Council Services Officer to circulate to Members the graded criteria for Cumbria in Bloom and Kendal in Bloom.

In response to a further question, the Council Services Officer explained that there was definitely a big emphasis on children within the criteria.

B16/2022 Planters on Finkle Street

At Minute B5/2022, the Townscape Officer had sought agreement to the principle of extending planting on Finkle Street nearby to the three benches next to the former Beales store.

Members were now being asked to consider the provision of two wooden planters on Finkle Street, at a cost of £498. This amount had been included within the forecast on the Budget paper considered at Minute No.B13/2022 above.

A query was raised with regard to any potential conflict in relation to the future of the birdcage at the top of Finkle Street and the Council Services Officer explained that the planters would not be fixed and could move location should this be necessary.

Resolved: To approve the funding for two planters in Finkle Street at a cost of £498.

P17/2022 Hanging Basket Installation on Market Place

At B8/2022, Resolution (3), the Committee had requested for a detailed and costed proposal with regard to the erection of a hanging basket structure in Kendal Market Place to be brought to this meeting of the Committee. The suggestion had been to utilise the existing

round slot located in the Market Place for the annual Christmas tree for a hanging basket structure which would provide for a floral display during the Summer season, details of which were provided within the report.

In response to a query, the Town Clerk explained that, if it was possible to demonstrate that the structure was moveable and temporary, he felt that it would be acceptable. Discussions would need to take place with the landlord regarding planning consent, however, the Town Council as a Planning Authority did not necessarily need to apply, as it had permitted development rights next to a highway. It was suggested, therefore, that this conversation should take place prior to the structure being purchased.

The amount of £1,468 had been included within the forecast on the Budget paper considered at Minute No.B13/2022 above.

Resolved: To approve the funding for a hanging basket structure for the market place at a cost of £1,468.

P18/2022 Wildflower Planting

Following the successful planting of the wildflower turf at Somervell garden in the Spring of 2022, the Council had recognised the need to know and understand the growing and use of the product. The Townscape Officer had, therefore, attended a day's training in order to enable the Council to use more wildflowers around the Town and to maintain the plants.

Members now received a report from the Townscape Officer on the process of wildflower planting.

The report recommended that the Town Council wished to expand the wildflower growing in different parts of the Town - Abbot Hall park, the corner of the BT exchange building and Gooseholme to name but a few. The report highlighted the fact that both insects and people would benefit from the planting of wildflowers. It was further highlighted that climate change may have an impact on civic planting and that wildflowers would help in keeping Kendal looking great.

The report included proposals for the following four projects:-

- Asda Roundabout – WFT Wildflower Landscape Turf;
- TAP entrance board – Meadowscape Pro Landscape 34;
- bulbs for Somervell Garden – BULBS Pastel Spring Mix; and
- installation of wildflower turf interpretation board at Somervell Garden.

The Council Services Officer explained that the Townscape Officer was seeking funding for a number of items and that a sum of approximately £1,600 had been accounted for within the forecast on the Budget paper considered at Minute No.B13/2022 above.

Some discussion took place with regard to the planting at Asda Roundabout which had recently been cut, Continental having been instructed by Highways to remove everything due to the impact on highways visibility. The Council Services Officer stressed the need to check on this type of matter prior to purchase of plants or bulbs. Members commended the benefits of planting of wildflowers on reducing carbon dioxide and the Council Services Officer pointed out that if planting was not possible on the roundabout, there were a number of surrounding verges in that location which could benefit instead. The potential to plant Summer and Autumn bulbs on the roundabout was raised. Further suggested was the possibility of bringing Asda and B&Q on board to support the project in terms of funding.

Resolved:

- (1) to note the report;
- (2) approval in principle be given to the project at Asda Roundabout and surrounding areas mentioned above, subject to prior discussion with Highways; and
- (3) Asda and B&Q be approached for financial support in relation to this project.

P19/2022 Budget 2023/2024

The Council Services Officer explained that the Committee now needed to begin to consider its aspirations for 2023/24. She reported that she had two projects to put forward. Firstly, she referred to the success of the first year of the watering contract and how this had alleviated pressure on the Townscape Officer. The contractors had, however, explained that the contract had been massively undervalued, the extremely dry weather during the Summer not having been accounted for. The cost would, therefore, increase and potentially double in the following year. Secondly, the Council Services Officer explained that the civic planting contract would be up for renewal in July 2023. The Committee would need to start to look at this in Spring and she advised that the price would increase, Continental having indicated that there had been a significant increase in costs for planting. The Council Services Officer informed Members, therefore, that the Floral Display budget would need to increase next year. She further pointed out that the Committee would need to reconsider changing how was carried out in future, with a handyman having previously carried out watering on a weekly basis and now with watering having to be carried out three to four times each week. A strategy would need to be developed moving forward taking climate change into consideration.

A suggestion was raised for the potential of planting of drought resistant plants and for this to be addressed within any strategy. In addition, the potential for use of rainwater was raised.

The Town Clerk suggested to the Committee a total budget of £35,000 for 2023/24, which was an increase of £5,000 on 2022/23, in order to cover the additional costs of watering and planting, and any additional expense involved in any subsequent entry into Britain in Bloom in 2023.

Resolved: To propose a total budget for 2023/24 of £35,000 for the Kendal in Bloom Committee.

The meeting closed at 6.50 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, 7 November 2022, at 7.40 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

Also present: Cllr G Archibald acting as substitute for Cllr A Finch and Cllr M Helme in relation to Agenda Item No.10 (Young People's Activity Scheme).

In attendance: Chris Bagshaw (Town Clerk), Helen Moriarty (Development and Delivery Manager) and Inge Booth (Democratic Services Assistant).

M39/2022 Apologies

Apologies for absence were submitted and accepted from Cllrs A Blackman, J Dunlop and A Finch.

M40/2022 Declarations of Interest

No declarations of interest were raised.

M41/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

M42/2022 Minutes of the Previous Meeting

Resolved: To receive the minutes of the previous meeting of the Management Committee held on 5 September 2022 and to authorise the Chairman to sign them as a true record.

M43/2022 Report on the Work Programme

The Town Clerk presented the current Work Programme to enable the Committee to consider progress made across the various actions in which the Council was involved.

Management Committee

Council Plan (Review of Council Plan) and Governance (Review of Committee Structure) - still marked as red as still required resolving.

IT (Telephony) – This remained an issue, and the Town Clerk explained that he continued to try to pin down exactly what was required. Raised was the need to ensure that callers leaving voicemails did not have to wait too long for a response.

Governance (Resolution Management Plan) – The Town Clerk explained that this matter simply remained amber due to attempts to find a method to help rather than hinder and that appropriate procedures were being developed.

A suggestion was raised for the need for target dates to be included within the Work Programme report, however, the Town Clerk explained that this column had been removed, with many issues remaining ongoing for some time. He explained how and why amber did not necessarily indicate concern but could also mean that work was ongoing. It was suggested that where an item remained amber and required support, this should be discussed with the Chair to see what could be done. It was further suggested that only those items shown in red required discussion by the Committee. The Town Clerk, therefore, provided further details in relation to the two such items.

Council Plan and Governance (Review of Council Plan and Review of Committee Structure) – These items, the Town Clerk explained, remained red due to the fact that they informed the whole process for management of the Council. He said that if the Council wanted a living, vibrant culture, then these issues required addressing. It was pointed out, however, that the Council was not entirely without policies and that these issues were being Member-led.

Discussion continued with regard to the need for target dates within the document and it was suggested that it would be useful for Committee Chairs to have an opportunity to sign off before anything moved to green. The need for a more detailed spreadsheet was raised, to include notes on why a matter was shown in amber. The Town Clerk explained that he had inherited this document when taking up employment with the Council during Covid and lockdown and suggested that a more collaborative process should be developed, with ownership of projects being taken on board by the relevant Chairs and with a mechanism for them to discuss items prior to them being brought to committee. Also suggested was the need for action sheets to enable Members to ensure that work was being carried out. It was suggested that this type of thing could be dealt with through a SharePoint page, with Chairs being given read-only access to check up on it and a link being sent prior to meetings. Attention was drawn to the fact that the Dark Skies project was shown as green yet was an ongoing project and also to the fact that a number of additional items needed adding to the document. It was, therefore, proposed that a new list should be developed, including timeframes and deadlines, with a breakdown of the level of granularity, in order to provide a focus for committees.

Resolved:

- (1) To note the contents of the report on the Work Programme.
- (2) The Town Clerk to develop a new Work Programme, to include timeframes and deadlines, with a breakdown of the level of granularity.

M44/2022 Visit Kendal Update

The Development and Delivery Manager provided a verbal update about the Kendal Visit website. She explained that there were three components to Visit Kendal Leaflets; Website and Social Media; and Signage.

The Development and Delivery Manager reported that leaflets were doing as well as always and were distributed by A-Ha Media, with 29,500 copies of each leaflet having been supplied in February and around 2,000 per month of each having been picked up in Kendal; the figures were similar for both the Kendal Walking Trails leaflet and the Kendal Welcome to Our Town leaflet. Six months' stock remained and, if the trend continued, more leaflets would be reprinted. In response to a query having been raised for the possibility for inclusion of more information on the riverside and the new Beezon Fields site, the Development and Delivery Manager said that any additional suggestions would be welcomed.

The Development and Delivery Manager next referred to the Visit Kendal Website, and was pleased to report that this was the first thing that came up on typing "Kendal" into Google. This was a vibrant and fresh website, receiving around 10,000 hits each month, with the content performing evenly across each theme of shopping, dining and events. There had been 2,100 subscribers to email marketing and there was a 52% click rate. The Town Council paid the fees for a content co-ordinator, as well as hosting and maintenance fees, and was partnered in this by Kendal Futures. Kendal Bid had now also been asked to join in, having dropped out a few years previously. They had offered a professional photography package, promotion, social media, a marketing feature and blog posts.

The Development and Delivery Manager informed the Committee that the Visit Kendal Instagram page had 2,300 followers and that a recent competition to win a night at the Castle Green Hotel had generated 700 new followers; this was to be repeated. This had helped to bring Kendal Bid on board.

With regard to signage, the Development and Delivery Manager explained that refreshment was required, with changes of name and various things requiring updating. She suggested that it may be possible to cover this from the Environment and Highways maintenance budget. In addition, she reported that Avanti had indicated a willingness to explore Visit Kendal signage at Oxenholme Station.

Attention was drawn by a Member to a problem on one of the Visit Kendal Website pages and also to the need to highlight toilets within the site. In response to a further query, the Development and Delivery Manager suggested that she was able to provide a list of where the Visit Kendal leaflets were displayed. It was pointed out that the leaflets used to be sent to Members prior to distribution and the Chair asked if, in future, they could be sent to Members prior to print to see if anything required updating.

Resolved:

- (1) To receive the verbal update.
- (2) The error on one of the Visit Kendal Website pages to be fixed.
- (3) Consideration be given to the inclusion of toilets within the Visit Kendal Website.
- (4) A list of where Visit Kendal leaflets are displayed be sent to Members.
- (5) Visit Kendal draft leaflets be sent in future to Members for comment prior to publication.

M45/2022 Outside Bodies

The Committee was asked to consider a proposal for Kendal Community Theatre to be added to the Council's List of Outside Bodies and for Cllr R Sutton to be appointed as interim representative. Members were advised that the Council supported the Theatre through its community grants budget. Cllr Sutton currently attended its governing body as a volunteer, but the Theatre was keen for the Council's presence to be formalised. Councillor Sutton would submit outside an Outside Body report to Full Council.

Additional discussion took place regarding the Town Council's representative to Brewery Arts. Cllr Craig Russell explained that although this was his role, Brewery Arts did not find this acceptable due to his position within the Organisation and a potential conflict of interest. It was suggested, therefore, that there was a need for the Town Clerk to look into the matter and seek to clarify the liaison.

Resolved:

- (1) To appoint Cllr R Sutton as interim representative to the Kendal Community Theatre.
- (2) Cllr R Sutton to submit an Outside Body report on the work of the organisation to Full Council.
- (3) The Town Clerk to seek clarification on the Town Council's representation on Brewery Arts.

M46/2022 Land at Mintsfeet and Vicarage Drive

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

With regard to the land at Mintsfeet Riverside, the Town Clerk advised that a deposit had been made to the vendor and that the Town Council had signed and sealed its part of the Contract. He hoped shortly to exchange contracts.

With regard to the land at Vicarage Drive, the Town Clerk explained that he had been in contact with the Council's solicitor in order to press to move forward on the matter.

Members raised the need for consideration as to which Council committee would take on board responsibility for the land at Mintsfeet and for consideration to be given to plans for the area in the short, medium and long term. Also raised was the need for good communications on the matter following exchange of contracts, including a quote from the Chair of the Environment and Highways Committee.

Resolved:

- (1) To note the verbal update.
- (2) Following exchange of contracts, to make arrangements for appropriate communications with regard to the land at Mintsfeet Riverside, to include a quote from the Chair of the Environment and Highways Committee.

M47/2022 Levelling Up Funding Inquiry

The Town Clerk reported that the National Association of Local Councils had requested feedback to inform their reply to the parliamentary Levelling Up, Housing and Communities (LUHC) Committee inquiry on Levelling Up funding. Comments were being sought on the process and effectiveness of the Government's Levelling Up policies. The Town Clerk suggested that a small working group be established to look into these policies, comprising of himself, Cllr Rathbone and two other Members.

It was suggested that meetings of the working group should be held virtually via Microsoft Teams.

Resolved: To establish a working group to meet virtually and to form comments on the process and effectiveness of the Government's Levelling Up policies, comprising Cllrs Stephen Coleman, Suzanne Long, Doug Rathbone and Craig Russell, and the Town Clerk, and to submit the response on behalf of the Council.

M48/2022 Young People's Activity Scheme

The Committee was being asked to consider how the Council might support a scheme trialled over the recent half-term holiday, which gave pupil-premium young people and the children of refugee families housed in Kendal an opportunity to experience sport and recreational activities, including a residential visit to the YMCA centre on Windermere. The Council could support such a scheme in a number of ways, through direct activity, grant funding, support in kind or a blend of these things.

Prior to the meeting, Members had been provided with a further scoping document for information.

Cllr Mhairi Helme referred to the October half-term event, for which funding from the Scott Trust had been secured to enable a range of families to attend. This had shown that the level of interest was considerable and that partners and co-funders were readily available. She explained that the aim would be to facilitate the engagement with activity for at least 25% of the Town's current pupil-premium children and their families in the first couple of years. The current term statistics suggested that 509 children in Kendal's school population of 3,556 were currently in this group (14%). The intention for the first year of operation would also be to achieve at least half the scheme's running costs from external funders. In due course, it would be anticipated that the Council's contribution to running costs reduced in line with the facilitator's success in attracting external funding to support the activities.

There were a number of ways the council could support such a scheme. The Council could employ someone directly, it could engage a facilitator, or it could engage another organisation to deliver the scheme.

The scheme proposers envisaged the Council commissioning a facilitator to engage with schools, young people and their families and sports and activity providers in the Town. The scheme would be overseen by a steering group appointed by the Christmas Lights and Festivals Committee (assuming the wider Cultural role that Committee was seeking). The Council's appropriate budget allocation would be delegated to that Committee to manage.

The Scheme proposers further envisaged that the Council funded the initial stages – engaging a facilitator and providing a working budget to purchase the necessary membership access to the activity providers. This would see the Council allocate around £25,000 in year one, to be divided fairly evenly between the facilitator and the activity providers. It would also allow for some transport provision, probably necessary, particularly in winter months.

The Council had a power under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 to provide 'assistance of any kind' for 'such recreational facilities as it sees fit'.

Cllr Helme, in response to a query, said that Council staff would not be required to run the scheme and that this would be carried out through engagement with a partner, Active Cumbria. In addition, she herself intended to take a very active role in setting up the scheme. Further details were sought on who was to be the responsible body and what would be the measures of success, and Cllr Helme explained that, with regard to responsibility for funding, some could be received directly by the Town Council and distributed through PTAs. She was keen for overall responsibility as a Council, however, pointed out that some funding could not be accepted by the Council and so this would need to be defined within a document. As for measures of success, this would be seen by how many children engaged with sport and how many families were able to go on holiday. Some discussion took place on the Council's allocation of funding of the scheme and although it was noted that the recommendation was initially for £25,00 in year one, this could increase in years to come as the project grew and lessons were learnt. The need to ensure that the scheme was housed in a Kendal based organisation and that it was professionally constituted and had an appropriate management structure was stressed. Some concern was raised with regard to the potential for the Town Council to lose other projects as a result of taking this one on board. Cllr Helme explained that the scheme would follow the same concept as Visit Kendal, with a concept co-ordinator reports to the Council who would manage the scheme to some extent. Cllr Helme stressed the need for the Town Council to demonstrate that it cared for families in Kendal. Members, on the whole, expressed support for the proposal and for it to be recommended to the Christmas Lights and Festivals Committee.

Resolved: To recommend the Young People's Activity Scheme for approval by the Christmas Lights and Festivals Committee.

M49/2022 Budget 2022-23

The Committee reviewed expenditure against budget in the current year.

The Town Clerk drew particular attention to the projected costs relating to salary and hours uplifts and provided details in relation to the current National Joint Council Employers' offer on pay, resulting in a current underspend of approximately £14,000. He further drew attention to the underspend shown in relation to premises costs and work due to be carried out on the garage roof.

The fact that the figures showed a projected total overspend of approximately £17,000 was raised and, in response to a query, the Town Clerk confirmed that there were sufficient reserves to cover this.

Resolved: To note the report.

M50/2022 Community Infrastructure Levy

The Town Council received payments from the local planning authority to offset the impact of local development. This amounted to 15% of the total Community Infrastructure Levy charged by the local planning authority. The collecting authority (in this case the local planning authority) had to pay the appropriate portion of receipts to the Town Council every six months. The Town Council was free to spend the money as it saw fit, but it had to support the development of the town. The money could be spent on services, infrastructure or anything else that the Town Council deemed appropriate. The expenditure had to be reported on the Town Council's website. Currently, the Town Council had

spent only a small portion of the money it had received. It could use this money to fund its existing plans, or devise other spending plans. The current balance in the account stood at £83,110.

The Committee was being asked to consider how to apportion the Community Infrastructure Levy in the current and future budgets, and the Town Clerk suggested that it would be of benefit for a couple of Members to look into this.

Attention was drawn to two Environment and Highways Committee projects – 20mph speed limit and the footpath audit, each for which £30,000 was being sought from this funding in order to avoid an increase in the Council's precept. Whilst Members wished to ensure that these projects met Community Infrastructure Levy requirements, they expressed support for the suggestions. In response to a query, Members were advised that the Environment and Highways Committee was due the following week to give consideration to 20's Plenty and that the minutes of that meeting would subsequently be forward to Full Council. One Member stressed the fact that, in his opinion, the money should be used only for new projects.

A number of Members having volunteered, it was

Resolved: To form a group made up of Cllrs David Evans, Eammon Hennessy and Craig Russell to give consideration as to how to apportion the Community Infrastructure Levy in the current and future budgets and to report back to Management Committee.

M51/2022 Council Forward Plan and Structure

Members were being asked to consider the Council's current position and necessary actions to develop a Forward Plan and any implications for the structure of the Council and its committees.

The Chair reported that various political discussions were taking place with the aim of ensuring the Council had clear policies in place for the future, with the aim of having an outline plan in place for 1 April 2023.

Resolved: To receive the verbal report.

M52/2022 Budget 2023/24

Highlighting the need, due to unforeseen circumstances, for this meeting to come to a prompt end at 9.00 p.m., and the importance of Members being able to give full consideration to the item, the Town Clerk explained that the Management Committee was able to consider its draft Budget up until January 2023. In addition, the Committee would have the opportunity to consider the entire Council Budget in January, prior to making recommendations thereon to Full Council.

Resolved:

- (1) To note the report verbal update.
- (2) To give full consideration to the Management Committee budget at a future meeting.

M53/2022 Employment and Staffing Matters

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

M54/2022 Items for the Next Newsletter

The Town Clerk informed the Committee that the Winter edition of the Newsletter was due shortly to be published and delivered to Kendal residents. The next edition would be due out in February/March 2023.

Resolved: To note the verbal update.

The meeting closed at 9.07 p.m.

Kendal Town Council

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



Minutes of the meeting of the Mayoralty and Arts Committee held on Monday, 24 October 2022 at 7.00 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

| | | | |
|------------------------------|---------|----------------|-----------|
| Cllr J Brook | Absent | Cllr S Coleman | Absent |
| Cllr J Dunlop (Chair) | Present | Cllr L Hendry | Apologies |
| Cllr D Rathbone (Vice-Chair) | Present | Cllr M Severn | Apologies |
| Cllr G Tirvengadam | Present | | |

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

MA11/2022 Apologies

Apologies were received and accepted from Cllrs L Hendry and M Severn.

MA12/2022 Declarations of Interest

No declarations of interest were raised under this item.

MA13/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No items were considered for exclusion.

MA14/2022 Minutes from the Last Meeting

Resolved: To receive the minutes of the meeting of the Mayoralty and Arts Committee held on 11 July 2022 and to authorise the Chairman to sign them as a true record.

MA15/2022 Review of Spend against Budget

The Town Clerk presented the Committee's budget monitoring report (actual year to date month 7) for 2022/23, drawing attention to the new format which presented the information by both expenditure and cost centre. He explained that the Council had never previously disaggregated the miscellaneous functions and expenditure and so it was difficult to show exact details on spend in this area. He referred to the money put aside for the coach trip to Rinteln and informed Members that only one Member had taken up this opportunity (the Chair referred to Resolution (3), Minute No.MA5/2022, of the previous meeting and explained that he would be unable, after all, to attend the October event in Rinteln).

Members noted that only £173 had been spent on mayoral travel to date and that this was likely to increase at Quarter 1.

Resolved: To note the budget monitoring report (Actual Year to Date Month 7) for 2022/23.

MA16/2022 Kendal Museum

Members were asked to consider a proposal from Kendal Museum that they accessed the whole of the funds earmarked but not drawn for the current and previous two financial years, totalling £6,000. The Town Clerk explained that the funding had been allocated prior to Covid at a time when the Town Council had a greater link with the Museum, as well as responsibility for the building, and that it had been successfully earmarked for two years and was ringfenced.

Members wished to know how this money was going to be spent and it was suggested that the Museum should be asked to make a presentation at the next Full Council meeting in December. In addition, the Committee felt that it would be appropriate for Members to be provided with a familiarisation tour of the Museum, particularly given the fact that they were trustees of the building. The Chair drew attention to the fact that he had recently asked the Museum for details on current and forthcoming offers but that he had heard nothing back; he was keen for a start on some sort of engagement.

Resolved:

- (1) Approval be given for Kendal Museum to access the earmarked funding totalling £6,000.
- (2) Kendal Museum be asked to make a presentation to the next Full Council meeting in December.
- (3) Kendal Museum be asked to arrange a familiarisation tour of the Museum for Kendal Town Councillors as trustees of the building.

MA17/2022 Twinning

The Committee was being asked to consider any issues relating to the Town's twinning arrangements with Killarney and Rinteln.

The Chair informed Members that he and his Consort had attended the Alstadfest event in Rinteln in August. This had been a very successful event and he had returned with a number of gifts which had been put on display in the Town Hall. The return visit to Kendal by representatives from Rinteln, as well as the German Consul General, had also gone very well, with all having enjoyed and having been thoroughly impressed with the Torchlight Festival. These visits had been arranged in order to celebrate the 30th Anniversary of and to re-affirm the Kendal and Rinteln twinning. In addition, the Chair reported that the Lakes Gospel Choir were on their way to Rinteln today. Both Towns were keen to re-commit to the twinning following Covid and the Chair, referring to a recent meeting of the Association, drew attention to the aspirations for the coming together of hobby groups and societies in both Towns, in relation to, for example, model railway and inter-faith groups.

The Committee went on to discuss the twinning relationship with Killarney which appeared to have broken down somewhat now that Killarney Town Council no longer existed. The Town Clerk suggested that he should contact Kerry County Council to find out if they were in support of the twinning arrangement and who exactly he needed to talk to with a view to bringing a report back to Committee. In response to a query, he informed Members that Killarney were invited to Kendal Town Council events but that they did not attend.

The Committee talked about options moving forward in the event that the relationship with Killarney could not be resurrected and also discussed whether there was still an international drive for twinning. The Town Clerk explained that the EU had originally been keen for twinning arrangements, that there had been plenty of funding available and that there had

been dedicated officers in this regard; it had been felt that lessons could be learnt and information shared between foreign municipalities.

The Chair raised the potential for the Town Council to pay expenses for future mayoral trips to Rinteln and also to encourage and subsidise Council Members wishing to visit the Town. The Town Clerk suggested that a coach should be sent annually, taking, for example, sports clubs, choirs or orchestras.

Resolved:

- (1) To receive the verbal update.
- (2) The Town Clerk to contact Kerry County Council to find out if they are in support of the twinning arrangement between Kendal and Killarney and to establish who exactly it is that he needs to talk to and to report back to a future meeting of the Committee.

MA18/2022 Town Council Collection

The Chair referred to Resolutions (2) and (3) Minute No.MA6/2022 of the last meeting of the Committee and raised the fact that Members had not yet received a copy of the catalogue of the Council's artefacts with thumbnails and that nor had a tour of the Mayor's Parlour and Picture Store yet been arranged for Members. He asked the Town Clerk to follow this up.

Members were being asked to consider whether there should be a process for the loaning out of artworks from the store, particularly considering if rules might be required for securing limited public access.

The Town Clerk referred to a recent request from a private individual to borrow a small painting by Cuthbert Rigby to hang in their home. He indicated that whilst the Town Council did loan items to museums which already housed pieces of value, he had reservations with regard to the loaning out of items to private individuals. Members asked the Town Clerk to provide a list of what items were currently on loan.

Members discussed the potential of people being able to benefit from the Town Council's collection of art and whether there was a safe and equitable way in which to achieve this. Members were keen to enable more people to access the works and to develop a set of suitable criteria by which to achieve this. It was noted that previous mayors had swapped items displayed within the Parlour and that this could also be done throughout the Town Hall building. The need to involve all Members of the Council was raised, initially by getting them interested through the provision of the catalogue with thumbnails. The Town Clerk pointed out that some works were more suitable for display than others.

Further raised was the potential for disposal of some of the items, with the proceeds being used to fund art related projects. The Town Clerk raised potential legal aspects in relation to disposal of capital assets.

In response to a query as to why the Council wished to retain old mayoral portraits, the Town Clerk pointed out that the majority of Art UK's portfolio consisted of old mayoral portraits from the 19th century. This was a distinctive municipal art collection and he raised the question as to where the Town Council sat in this. The need to raise awareness of the existence of the Mayor's Parlour and contents was raised and it was noted that more directional signage was required within the Town Hall lobby. Also raised was the need for the District Council to be approached with regard to the display of Town Council artworks within the Town Hall, particularly with the impending cessation of the District Council in

around five months' time. The need for suitable legal documentation, as well as a list of what items were currently hung by the District Council, was raised.

The Committee felt that once all Members had been provided with the catalogue of what existed and what was actually suitable for display, consideration could then be given to an appropriate policy. With regard to the request from the private individual wishing to borrow a piece of artwork, it was suggested that they should be advised that the Council would be reviewing its display and policy over the next 12 months.

Discussion further took place with regard to Minute No.MA8/2022 of the previous meeting of the Committee and Resolutions (1) and (2) regarding the reinstatement of the rolls of honour in the Town Hall atrium and provision to Members with a copy of the list of names of those Kendalians who fell in World War II. The Town Clerk indicated that he had just three names so far and that moving stories were being collated, albeit rather slowly. The Chair referred to the need for the inclusion of people from Oxenholme on the Natland memorial.

Resolved:

- (1) To receive the verbal report.
- (2) The Mayor's Attendant to send to all Members of the Committee a copy of the catalogue of the Council's artefacts, including thumbnails, and indicating which items are suitable for display.
- (3) The Town Clerk to provide the Committee with a list of what Town Council artworks are currently out on loan.
- (4) The Town Clerk to consider a suitable lease agreement regarding what is displayed by South Lakeland District Council, together with an audit of what works are currently displayed by the District Council.
- (5) A tour of the Mayor's Parlour and Picture Store be arranged for all Members on rising of a Full Council meeting, publicising the aim for Members to come back to the Mayoralty and Arts Committee with any suggestions.
- (6) The Town Clerk to make arrangements for a sign to the Mayor's Parlour in the Town Hall entrance.

MA19/2022 Civic Regalia and Insignia

The Chair provided a brief verbal update on the Mayoral Chain informing the Committee that it was currently in Birmingham for repair and was due to be collected early in November 2022. Following discussion at the last meeting (Minute No.MA7/2022) regarding the Town Council's motto wearing off the chain, a photograph had been sent to the jewellers and this also was being refurbished as part of the repair. A chain box was also to be provided and the total cost was to be £4,000. Quotes were awaited in relation to boxes for the charters and the refurbishment of the Town Council's smaller jewels.

Resolved: To note the verbal update.

MA20/2022 Civic Events Programme

Members were asked to consider the Civic Events Programme for the remainder of the current cycle and the next (copies circulated at the meeting) and to make any necessary decisions and recommendations.

The Town Clerk explained that there was a lot contained within the Programme, that the Events Officer was new in post and that as she grew in experience, things would become easier. He further referred to challenges relating to events as a result of the need for liaison with District Council colleagues, and explained how the Events Advisory Group including membership from a number of tiers worked in order to meet required standards, with the District Council having responsibility for overseeing events management, in particular where events took place on District Council land.

The Town Clerk sought guidance on which month to hold the 2023 Charity Dinner, and it was felt that this should take place in February, with early discussion with the Events Manager on a suitable venue and numbers. It was noted that the Coronation of the King had been set for 6 May 2023, and it was suggested that the Annual Meeting take place on 8 May, with the Mayor Making on 18 May. Some discussion took place with regard to Mayor's Sunday which currently appeared twice on the Programme, in March and in July, with timings having become out of synch due to Covid lockdowns. It was raised that Civic Sunday was traditionally an opportunity to introduce the new Mayor and councillors to the Town following local elections and Members expressed a wish for only the July date to be retained.

The Town Clerk indicated to Members the need for the Town Council to sharpen up Council promotion and social media which he would address later in the meeting when considering the 2023/24 Budget.

Thoughts turned to the Coronation and preparation for the event. The Town Clerk had not yet received any information on this, however, assumed that there would be a beacon lighting, and attention was drawn to the need to ensure that this ran smoothly. It would be the Christmas Lights and Festivals Committee that would give consideration as to what these celebrations would entail and the need for liaison by that Committee with the Mayoralty and Arts Committee was stressed.

The Town Clerk reported that the Events Officer, supported by two other officers, was in the midst of preparations for the Christmas Lights Switch-on event which was now being teamed with the Kendal Mountain Festival.

Resolved:

- (1) To note the report.
- (2) To alter the Programme as per discussion outlined above, with the Charity Dinner to be held in February and Mayor's Sunday in July.

MA21/2022 Exhibitions

The Committee was asked to consider how it could develop a sustainable Exhibition Programme and what that Programme might include. Previously, in the last ten years, the Council had delivered, amongst other things, the works of Cuthbert Rigby and on the impact of the First World War, using artefacts from the Council's collection. The Council had expressed an ambition to develop this aspect of its collection, but the impact of Covid and the regeneration of the Town Hall had effectively curtailed any activity for three years. The Committee now had the opportunity to reflect on this and consider whether it was in a position to plan or fund a further exhibition.

The Chair reminded the Committee that, at the last meeting of the Committee, Members had raised the potential for something around the theme of Kendal's links with the slave trade.

The Town Clerk sought Members' views on exactly what type of exhibition was required, where this should take place and as to whether this should be a passive display or an event, suggesting that a corridor lining of a series of banners and wall posters together with a series of talks by the Mayor's Attendant and Special Project Officer may be appropriate.

Discussed was the idea of an exhibition that reflected the importance of the 18th and 19th centuries; the importance of the wool and snuff industries and the wealth created; abolition of the slave trade; the use of Kendal's hard-wearing cloth for colonies; and how the liberal traditions of the town developed. This history could be detailed through the prism of the Town Council's collection.

The Town Clerk felt that a period of around six months' research would be required and it was suggested, therefore, that the exhibition, could take place as part of the Unity Festival in June.

Resolved: The Town Clerk to commence on research with regard to arranging an exhibition on Kendal's links with the slave trade to take place in June 2023.

MA22/2022 Wine Provision for Kendal Town Council Events

The Committee was asked to consider a report on how the Town Council purchased wine for its events with a view to reviewing and potentially changing priorities. The current position was that, Kendal being a Fair Trade Town, all of the refreshments provided at Council events were supposed to be Fair Trade. The issue was that Fair Trade wine was from South Africa and Chile and so was potentially more environmentally harmful than other options, one of which was to purchase wines that were identified as carbon neutral and which could be sourced from Majestic wines.

Members discussed the matter and options at some length. The Committee was mindful of both Fair Trade parameters and the need to have regard to the Climate Emergency and felt comfortable in leaving decisions on the purchase of wine to officers, as in the past. The Town Clerk suggested that the Town Council needed to be able to justify what it was doing and promote the purchase of Fair Trade items as much as possible, in relation to, for example, tea, coffee and sugar. As regards wine, there was a need for cognisance with regard to Fair Trade and the Climate Emergency and, where this was not possible, then local providers should instead be supported. In addition, whilst there was a need for value for money, there was also a need to recognise that cheapest was not necessarily best. With reference to a suggestion for the purchase of British wine only, it was raised that this would be too expensive and that there was no British producer of red wine. It was suggested, therefore, that local wine merchants might be approached with a view to sampling what was on offer.

The Town Clerk felt that the discussion had provided enough direction to enable officers to draw up guidelines.

Resolved: Based on discussion above, officers to draw up an appropriate policy and guidelines with regard to the purchase of wine for Town Council events.

Note – At 9.05 p.m., in accordance with the Council's Standing Orders No.3 Meetings Generally x, a meeting shall not exceed a period of 2 hours, the Committee voted to continue the meeting.

MA23/2022 Budget 2023-24

Note – During consideration of this item, Cllrs J Dunlop and D Rathbone declared pecuniary interests with regard to the Mayoral Allowance Budget. The Town Clerk, as Proper Officer, therefore, duly granted the two Members dispensation for this meeting to consider and vote on the matter in order for the meeting to remain quorate and due to it being in the interests of the Council and persons living in Kendal to despatch the business of the Committee.

The Committee gave consideration to the budgetary provision for the next Financial Year (2023/24).

The Town Clerk referred to the Mayor Making and Torchlight Budget lines, suggesting that these should each increase by £2,000 in 2023/24, with a decrease in the Miscellaneous Functions and Expenses Budget line in order to compensate. He also suggested that the Committee may wish to consider the creation of a small, specific budget to spend on entertainment. He drew attention to the fact that £2,000 currently remained in the Exhibitions Budget, and sought the Committee's thoughts on how this should be dealt with and as to whether that Budget should alter for 2023/24.

The Town Clerk highlighted the fact that the information contained within the Budget paper at Agenda Item No.5 (Minute No.M15/2022 above refers) was as at Month 7 of 2021/22 and so was somewhat out of date.

Discussion took place on Mayoral Travel and the Chair pointed out that the two trips to Rinteln took up a large part of the allocation of £800. The Town Clerk suggested that the costs of the visits to Rinteln should be shared between the Mayoral Travel Budget and the Twinning Budget.

Consideration was also given to the need for funding of around £3,000 to put towards the Town Council's corporate image, for example for pop up banners, Town Council crests, draper banners and Parlour labelling, and it was suggested that £2,000 could be taken from the Management Budget (Miscellaneous) for these purposes. Further raised was the need for the purchase of three polo shirts bearing the Town Council crest.

The Town Clerk proposed, therefore, a final Mayoralty and Arts Budget figure for 2023/24 of £23,050, which was an increase of £3,000, with that additional figure to come from the Management Budget meaning that this could be considered as re-apportionment and not an increase.

Resolved: To approve a proposed 2023/24 Mayoralty and Arts Budget figure of £23,050 along the lines set out above, for onward submission to Full Council.

MA24/2022 Newsletter

Members were keen to see all matters discussed at the meeting featured within the Newsletter. It was further suggested that a "News in Brief" section be included within each edition.

The Town Clerk informed Members that the latest edition of the Newsletter was about to go to press and that the deadline for items for inclusion in the Spring edition would be February 2023.

Resolved: To put forward a proposal for a “News in Brief” section to be included within each edition of the Newsletter.

The meeting closed at 9.25 p.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, 3 October 2022, at 6.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

| | | | |
|--------------------|---------|-----------------------------|-----------|
| Cllr A Campbell | Present | Cllr A Finch | Apologies |
| 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) and Inge Booth (Democratic Services Assistant)

P60/2022 Apologies

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

P61/2022 Declarations of Interest

No declarations of interest were raised.

P62/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P63/2022 Minutes of the Previous Meeting

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

P64/2022 Planning Applications dealt with under Delegated Powers

The meeting of the Committee scheduled to have been held on 19 September 2022 had been cancelled due to the mourning period and funeral of Her Majesty Queen Elizabeth II.

Resolved: Following the cancellation of the meeting of the Committee scheduled to have been held on 19 September 2022, to note the delegated responses made in relation to those planning applications for which comments were due prior to the next meeting (*Appendix 1 to these minutes*).

P65/2022 Planning Process and Issues

The Chair reported that he had discussed with the Clerk earlier in the day the way forward with regard to the Town Council's a position on second homes and holiday lets within

Kendal. He suggested that there was a need for discussion on this now, with a view to making an appropriate proposal to Council at the next meeting which achieved the maximum benefit possible.

The Clerk informed Members that this was not a straightforward issue and that there was no legislation or planning law which allowed for intervention on short term letting. He pointed out the difficulties in establishing statistics in relation to properties affected within Kendal. Colleagues at South Lakeland District Council had not yet come up with a solution, however, he was of the opinion that the easiest method would be through the Airbnb Website. The actual impact of second home and holiday lets within Kendal was, therefore, difficult to quantify, although there was anecdotal evidence of people trying to buy or rent who were unable to. The Town Council was aware of a lot of properties in the centre of Kendal which were short term lets. The Clerk further advised that in order to establish proper statistics and the impact on the housing market, professional research would be required. He, however, drew attention to the fact that there was also pressure on the issue from the Liberal Democrat Office and other towns facing similar problems. He raised the question of whether this was actually a problem or if it was merely perception and warned of the potential for any action to worsen the problem. As regards a proposal to Council, the Clerk believed that this was as much as the Planning Committee could do, with appropriate wording to express that the Town Council supported Tim Farron, MP, in this matter.

A lengthy discussion took place during which Members acknowledged that a problem existed in Kendal and furthermore that the South Lakeland-wide issue also impacted on Kendal. It was suggested that local estate and letting agencies might be approached for feedback and statistics, although the Clerk pointed out that the information may not be received in time. Attention was drawn to recent Scottish legislation with regard to the licensing of short term lets, demonstrating that this issue was already being taken seriously there. Members were keen to progress the matter, to co-ordinate with Tim Farron, MP's, office and to make a formal proposal, based on Cllr A Campbell's original wording, to Council. The need to ensure that the correct wording regarding the fact that an issue existed, that this was believed to be a problem and distorted the local housing market and the need for suitable policy was stressed.

Resolved:

- (1) to note the verbal update;
- (2) the Clerk to approach local estate and letting agencies for feedback and statistics on short term lets within the Kendal area;
- (3) Members to liaise and co-ordinate with Tim Farron, MP and, through the chair, develop a suitable motion for the full council to consider.

P66/2022 Kendal Town Council Flood Relief Scheme Working Group

Cllr J Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, advised the Committee that there had been no further meetings of the Group, however, that the familiarisation trip to Pilkingtons in St. Helen's, where the glass screens for the Flood

Scheme were being made, was due to take place on the following day. There had also recently been a walk through the southern reaches of the scheme led by the Environment Agency.

Resolved: To note the verbal update.

P67/2022 Planning Applications

The Committee considered the Planning Applications shown in Appendix 2 to these minutes.

Resolved: To submit the recommendations in Appendix 2 to these minutes to the Planning Authority.

The meeting closed at 7.13 p.m.

Appendix 1

Kendal Town Council

Applications for Planning Committee: 19 September 2022

Appendix 1

Please note, the following observations were forwarded by the Town Clerk, following the appropriate consultations with the Chair and individual councillors, under the scheme of delegation. This was due to the impact of the period of Public Mourning on council meeting schedules.

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|---|
| 1 | SL/2022/0710 | 27 Kendal Green, Kendal Ancillary Building | Strickland | 21 September | The Council would expect the development not to overlook neighbouring properties unduly, utilise appropriate local materials where possible, and to demonstrate net biodiversity gain. Assuming the Conservation Officer was content that it did not prejudice the visual amenity of the Conservation Area, the Council has <u>No material objections.</u> |
| 2 | SL/2022/0763 | Kendal Nutricare Ltd, 1 Mint Bridge Road, Kendal Erection of new RTF building | Mintsfeet | 22 September | The Council has <u>No material objections</u> but assumes that the flood plan is sufficient in the view of the LLFA, and that a consideration of net biodiversity gain is made. |
| 3 | SL/2022/0767 | 77-78 Aynam Road, Kendal Change of use of ground floor retail unit (Use class E) to 2 dwellings (Use class C3) including associated demolition, extension & alterations | Castle | 22 September | The Council has <u>No material objections,</u> providing it does not present an overlooking issue. It was difficult to tell from the plans. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|---|
| 4 | SL/2022/0770 | Premier Inn Kendal Central, Maude Street, Kendal Replacement of 1 internally illuminated totem sign, 1 internally illuminated fascia sign, 1 externally illuminated fascia sign and 1 internally illuminated roundel sign | Fell | 22 September | <u>No material objections</u> providing its level of brightness does not create additional issues |
| 5 | SL/2022/0776 | 58 Sedbergh Road, Kendal Proposed front porch and detached garage | Nether | 22 September | <u>No material objections</u> |
| 6 | SL/2022/0806 | 9 Strickland Court, Windermere Road, Kendal Replace the existing windows and door with UPVC White wood grain effect | Strickland | 30 September | <u>No material objections</u> , though the Council would like to see a contribution to net biodiversity gain, and assuming the visual amenity of the area is not compromised. |
| 7 | SL/2022/0808 | Willowfield, Parkside Road, Kendal Single garage (Retrospective) | Castle | 30 September | The Council is disappointed to be receiving a retrospective application, as this implies the developer thought they did not need to bother applying. However, it has <u>No material objections</u> . |
| 8 | SL/2022/0810 | Rear of 10 Murley Moss, Kendal Change of use of public space to garden extension for 10 Murley Moss to be established as a community garden | Oxenholme? | 30 September | <u>No material objections</u> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|--|-------------|------------------|--|
| 9 | SL/2022/0802 | Kendal Rugby Union Football Club, Mint Bridge, Shap Road, Kendal Variation of condition 6 (Use of the clubhouse & grounds) attached to planning permission SL/2021/0101 (Variation of condition 19 (Open Hours) attached to planning permission SL/2015/0016 (Engineering operation and development to re-grade the site to form one full sized floodlit rugby pitch, one full sized floodlit artificial pitch, two training pitches, a clubhouse, parking and landscaping.) | Mintsfeet | 7 October | <u>No material objections</u> |
| 10 | SL/2022/0803 | Kendal Rugby Union Football Club, Mint Bridge, Shap Road, Kendal Variation of condition 1 (Camping season) attached to planning permission SL/2021/0102 (Change of use of land to allow seasonal camping) | Mintsfeet | 30 September | <u>No material objections</u> but the Council would not like to see this becoming a permanent development without a full planning application |

Kendal Town Council

Responses from Planning Committee: 3 October 2022

Appendix 2

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|---|
| 1 | SL/2022/0819 | 72 Greenside, Kendal Repositioning of existing front door to allow for internal lobby | Fell | 5 October | No Material Objections provided the following serious questions are suitably addressed: The Heritage Statement states that the overall appearance and character of the front elevation will look unaltered. The Committee feels that it will, as it expects that the door will be moved by a significant amount, and would therefore expect it to compromise the visual amenity of the Conservation Area. In addition it is questioned as to why a new garage/study is shown on the plans but not included within the body of the application. |
| 2 | SL/2022/0528 | 7 Michaelson Road, Kendal Two storey rear extension | Stonecross | 7 October | No Material Objections but would expect a significant increase in net biodiversity gain from what proposed. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|---|
| 3 | SL/2022/0822 | 48 Natland Road, Kendal Two storey side & single storey rear extensions (Resubmission of SL/2022/0202) | Stonecross | 7 October | No Material Objections however the Committee does not feel that net biodiversity gain has been improved sufficiently from the last application, if any meaningful amendment at all has actually been made. |
| 4 | SL/2022/0837 | 7 Captain French Lane, Kendal Change of use of vacant residential property (Use class C3) to part of dental practice premises (Use class E) | Highgate | 12 October | No Material Objections however the Committee is disappointed in the loss of a residential property from the market. |
| 5 | SL/2022/0841 | 4 Spital View, Kendal, LA9 4NX Construction of rear dormer & replacement of existing front dormer | Fell | 12 October | No Material Objections provided that applicant is encouraged to ensure that the materials to be used are in keeping with the Conservation Area. |
| 6 | SL/2022/0787 | Sunny Cote, Sunnyside, Kendal Erection of a single storey garage/outbuilding | Mintsfeet | 13 October | Material Objections on the basis that the plans for garden reinstatement (Proposed floor plan & elevations 108_002 A1) are not specific enough on whether biodiversity gain is net or otherwise. This is not sufficient given that the plans for the removal of the existing garage are not specific enough and should be included in an application and conditions regarding NBG. |

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 7 November 2022, at 6.30 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) and Inge Booth (Democratic Services Assistant).

P75/2022 Apologies

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

P76/2022 Declarations of Interest

No declarations of interest were raised.

P77/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P78/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 17 October 2022 and to authorise the Chair to sign them as a true record.

P79/2022 Planning Process and Issues

The Town Clerk referred to Minute No.P72/2022 of the minutes of the meeting of the Committee held on 17 October 2022 and consideration of suitable wording for a motion to Full Council on the Town Council's position on second homes and holiday lets within Kendal. He informed Members that the motion had been drafted, however, required some further changes, and that it would be included on the agenda for the next meeting of the Planning Committee. Cllr A Campbell undertook to send the latest draft of the motion to the Town Clerk to circulate by email to Members.

Members welcome a suggestion from the Chair regarding the production of a checklist containing a set of relevant points for discussion during consideration of all large housing developments in order to ensure that everything was taken into account by the Committee in each case.

The Committee gave consideration to options for planning training and as to whether this should be delivered through CALC or if something more bespoke delivered by planning officers was required. The fact that the Westmorland & Furness Council would shortly be responsible for planning issues was raised and that it may be appropriate for training to wait until then, however, the Chair was of the opinion that it would still be of value in the shorter term.

The Town Clerk drew attention to the Land Allocations Consultation, the deadline for comments on which would shortly pass, details having not been clearly visible on the District Council's website. All town and parish councils, however, were being allowed some leeway in making their submissions, and the Chair and Town Clerk, therefore, went through the sites and asked for comments from the Committee. Most of the new allocations were in either Natland or Helsington and so were mainly outside of Kendal, and they drew attention to the relevant areas within Kendal. The Chair undertook to email to Members his recent focus article and pointed out that the Committee could seek for specific sites to be removed from the plan if Members so wished. He further stated that he had already liaised with Councillor S Long for her to work on comments on the 2021 sites, as they had already worked on the same for the 2020 call for sites. The Town Clerk undertook to contact the relevant officer at the District Council and to inform him that the Town Council wished to put forward comments which would be late in arriving.

Resolved:

- (1) To note the verbal update.
- (2) Cllr A Campbell to send to the Town Clerk the latest version of the motion to Full Council on the Town Council's position on second homes and holiday lets within Kendal, the Town Clerk to forward the wording to all Members of the Planning Committee, with an item on consideration of the motion to be included on the agenda for the next meeting of the Committee.
- (3) The Town Clerk to prepare a checklist containing a set of relevant points for discussion during consideration by the Committee of all large housing developments.
- (4) The Chair to email to Members his recent focus article.
- (5) The Town Clerk to contact the relevant officer at the District Council advising that the Town Council wishes to put forward comments which will be late in arriving.

P80/2022 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 a virtual meeting of the Group had been held on 26 October 2022, the minutes of which would be included on the agenda for the next meeting of the Planning Committee. The Environment Agency had provided an update by powerpoint, including a good set of slides of the entire corridor. Cllr Cornthwaite informed Members that there would be a gathering after the meeting on 7 December 2022 at the Flood Hub. He provided details in relation to the work on Aynam Road which was due to start at the end of November. He reported that disappointment had been expressed with regard to the fact that the works at Waterside had not been fully completed.

Resolved:

- (1) To note the verbal update.
- (2) The minutes of the meeting of the meeting of the Kendal Town Council Flood Relief Scheme Working Group held on 26 October 2022 to be included on the agenda for the next meeting of the Planning Committee.

P81/2022 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 7.35 p.m.

Kendal Town Council

Responses from Planning Committee: 7 November 2022

Appendix 1

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|--|-------------|------------------|---|
| 1 | SL/2022/0928 | 18 Littledale, Kendal Two storey rear extension | Castle | 7 November | No Material Objections provided that there is a contribution to net biodiversity gain. |
| 2 | SL/2022/0852 | 25 Dunmail Drive, Kendal Extension to existing front dormer to full width & full width rear dormer | Heron Hill | 9 November | Material Objections as the rear “dormer” is out of keeping with the character of the area due to its size and dominance and overlooks the neighbouring property. The Committee, however, has no formal objections to the front dormer. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|---|--|-------------|------------------|---|
| 3 | SL/2022/0923 & SL/2022/0924 | Abbot Hall, Kirkland, Kendal New signage | Highgate | 9 November | <p>Note – During consideration of this planning application, Cllr A Finch explained that he was carrying out work within the building as a sub contractor, however, was advised by the Town Clerk that he had no interest to declare.</p> <p>Material Objections due to the number of signs, their colour and typeface, which are not in keeping with the area. The Committee, however, supports the applicant's wishes to advertise the cultural site in the best possible manner, but feels this application is not suitable for the above reasons.</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|--|
| 4 | SL/2022/0926 | <p>The Orchard adjacent Larch Howe, Brigsteer Road, Kendal</p> <p>Erection of single dwelling (Resubmission of expired planning permission SL/2018/0846)</p> | Highgate | 10 November | <p>No Material Objections provided that the following are addressed:-</p> <ul style="list-style-type: none"> • Arboricultural Impact Assessment required and will need to be fully assessed following submission. • The Committee did not feel that this application fully addressed the issues raised subsequent to the reply from the lead Flood Authority. • The Committee requires compliance with conditions 5 and 6 of the original application. • United Utilities surface water drainage requirements are to be adhered to in compliance with the relevant clause. • Works on the access down the unadopted lane will require confirmation of access permission and adherence to the previous condition 9. • Construction plan to take full account of the proximity of neighbouring properties. • There appears to be insufficient attention to achieve the required net biodiversity gain and this application is not acceptable under Policy DM4. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|--|-------------|------------------|---|
| 5 | PN/2022/0130 | <p>Jenkin Cragg Farm, Fowl Ing Lane, Kendal</p> <p>Application to determine if prior approval is required for a proposed telecommunications mast, antennas and ancillary development - Schedule 2, Part 16, Class A</p> | Nether | 21 November | <p>Material Objections Any subsequent approval should address the question of whether the proposal can be moved to reduce unnecessary damage to biodiversity. The Committee questioned whether the development's positioning needed to be precisely where is, in such close proximity to a tree resulting in removal of part of that tree. Neither District Ward Councillors (Kendal East) or Town Councillor Ward Members (Kendal Nether) were notified of the application and therefore, the Town Council is unable to make any comment in favour of the application. Please re-apply once this has been actioned.</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|--|-------------|------------------|--|
| 6 | SL/2022/0947 | 30 Copperfield Lane, Kendal Two storey side extension and single storey rear and side extension (Resubmission SL/2022/0157) | Nether | 21 November | No Material Objections despite the scale and dominance of the proposal in the area. However, any agreement must be on the basis of sufficient net biodiversity to replace an increase in the amount of garden lost. Requiring a bird box is not sufficient or acceptable in Policy DM4. The Town Council repeats its request for significant planting to be actioned to mitigate this severe loss. Questions are raised with regard to the accuracy of the Flood Risk Assessment and the Committee looks to additional provision for soakaway and mains sewer connection as this is not seemingly sufficient. |
| 7 | SL/2022/0952 | 22 Collin Croft, Kendal Replacement of part glazed doors with new painted timber French doors at first and second floor level to Beast Banks elevation. Addition of metal railings as balustrade to doors. Under-drawing of first floor soffit with fire resisting board and decorative facing of painted T & G boarding | Highgate | 21 November | No Material Objections assuming that the Conservation Officer is content with the proposal. |
| 8 | SL/2022/0962 | 75 Sandylands Road, Kendal Demolish existing prefab garage and replace with a larger flat roofed garage/workshop | Nether | 21 November | No Material Objections provided that there is a contribution to net biodiversity gain. |

| | | | | | |
|---|------------------------------|--|----------|-------------|--|
| 9 | SL/2022/0921 | <p>Land at Brigsteer Road (Phase 3)</p> <p>Erection of 24 dwellings with associated vehicular access, roads and footways, hard and soft landscaping, drainage and other associated works MAJOR</p> <p><i>(consideration deferred at the last meeting)</i></p> | Highgate | 10 November | <p>No Material Objections but before agreement various issues must be amended to make this site acceptable within the terms of the Local Plan site allocation.</p> <p>The Committee would draw attention to the letter submitted by the residents of 33 Cedar Grove and would reiterate the comments contained within that letter.</p> <p>The Committee has concerns regarding the density of the build on this site for this phase of the development, the fact that this is an over-crowded site with insufficient parking, with insufficient gardens and virtually non-existent green spaces.</p> <p>There is inadequate non-vehicular access, footpaths and pavements both within the site and for non-motor vehicle transport to the town, and the transport plan for the site as a whole is not consistent with both lived experience and the density of build which does not allow for safe foot passage. This inconsistency creates more adverse effects as the development goes through its successive phases. This can and should be addressed and solved by a more realistic transport plan which addresses the need and desirability for increased foot traffic in a realistic and safe manner and in conformity with government and council policy.</p> <p>Suitable soakaway data needs to be provided as it does not currently prove that it conforms to NPPF requirements. The</p> |
|---|------------------------------|--|----------|-------------|--|

| | | | | | |
|--|--|--|--|--|---|
| | | | | | <p>lack of adequate amount of surface permeability does not conform with either guidelines or the internal arguments provided within the appended report. The report comments on this lack yet does not provide an answer to the need. This discrepancy must be addressed, seemingly by increasing that amount of permeable surface within this phase of the development. There does appear to be inadequate drainage capacity for completed phases of the development that needs to be addressed in synch with this matter.</p> <p>There appears to be a need for a separate foul water system for this phase, which has seemingly not been included in the plans, to conform to the CCC guidance.</p> <p>There appears to be little or no lead being taken to address any environmental issues resulting from the building of such a development, whether they be the opportunity to build in pv panels, heat exchangers, sufficient EV chargers, and other common initiatives rather than requiring purchasers to retro-fit any additions to the properties.</p> <p>There is a lack of green space as mentioned earlier owing to the density of housing together with an almost complete silence in attempting to address the large-scale loss of biodiversity, not salved by off-site measures. This loss in biodiversity is exacerbated by the unnecessary grubbing out of hedgerows and insufficient planting</p> |
|--|--|--|--|--|---|

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|--------------|------------------------------|-------------|------------------|---|
| | | | | | <p>of immature trees. This results in a substantial loss of biodiversity on site which has a detrimental effect on wildlife corridors in this part of the edge of town. This lack of environmental sustainability of the site that does not conform to the aims of the existing Local Plan, SLDC's stated policies for health and environmental aims of sustainability nor any semblance of net biodiversity gain.</p> <p>Finally, the committee wishes to draw attention to its comments originally given on the start of this development and it believes any agreement should still be checked back against. Copies are available from the Town Council.</p> <p>All of these points can be addressed to provide a standard of development that conforms with policy and that Kendal needs for the future. The committee looks forward to them being resolved adequately for an agreement to be able to be given to this specific application on the site</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to CCC | Observations/Recommendations |
|-----|---------------------------|--|-----------------|-----------------|--|
| 10 | 5/22/9008 | <p>Fire Service Equipment Storage Facility (former Archives Store Building Site), Busher Walk, Kendal, LA9 4RQ</p> <p>Section 73 application to vary conditions 2 and 3, and remove conditions 1, 4 and 7, of planning permission Ref. 5/19/9011 in order to retain the existing temporary facility until 4 December 2023</p> | Fell/Strickland | 10 November | <p>No Material Objections, however, the Committee expresses disappointment that no adequate solution had been found by the original deadline.</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, 17 October 2022, at 7.00 p.m., in the Council Chamber at the Town Hall, Kendal.

| | | | |
|--------------------|-----------|-----------------------------|---------|
| Cllr A Campbell | Present | Cllr A Finch | Absent |
| 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 |

* Arrived at 7.15 p.m. during consideration of Agenda Item No.7 (Planning Applications) (Planning Application No.SL/2022/0865 – 12 – 14 Stricklandgate, Kendal).

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

P68/2022 Apologies

No apologies for absence had been submitted for this meeting.

P69/2022 Declarations of Interest

No declarations of interest were raised.

P70/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P71/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 3 October 2022 and to authorise the Chair to sign them as a true record.

P72/2022 Planning Process and Issues

The Town Clerk referred to Minute No.P65/2022 of the minutes of the meeting of the Committee held on 3 October 2022 where it had been resolved to develop a motion for Full Council to consider. He advised that suitable wording was still being considered and that this would be brought to the next meeting of the Planning Committee for approval prior to submission to Full Council.

Resolved: To note the verbal update.

P73/2022 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 about the familiarisation trip on 4 October 2022 to Pilkingtons in St. Helens, where the glass screens for the Flood Scheme were being made. This had been a successful visit which had provided those who attended with both assurance and knowledge of the process.

Cllr Cornthwaite further referred to the opening on 14 October 2022 of the Gooseholme Bridge which had been well attended by both Members and the public; this was another phase of the Flood Relief Scheme.

Cllr Cornthwaite informed the Committee that the Scheme was progressing well in various areas. There had, however, been feedback in relation to Clifford Terrace where some residents had had to find alternative accommodation at very short notice. It was suggested that local ward councillors should be informed of such issues as soon as possible to prevent the need for having to be reactive.

The next meeting of the Flood Relief Scheme Working Group was due to be held virtually, via Microsoft Teams, on Wednesday, 26 October 2022, at 7.00 p.m., and would be for Group members only. In response to a query, the Town Clerk explained that members of the public were not entitled to attend meetings of working groups and the Chair added that, the Flood Relief Scheme Working Group having been formed by the Planning Committee, the Group reported back to the Committee on a regular basis, which was where public scrutiny came in. It was suggested that the process could be further discussed following this meeting.

Resolved: To note the verbal update.

P74/2022 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 8.00 p.m.

Kendal Town Council

Responses from Planning Committee: 17 October 2022

Appendix 1

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|---|
| 1 | SL/2022/0856 | 16 Heron Close, Kendal Single story rear extension to replace existing conservatory | Heron Hill | 19 October | No Material Objections provided that there is a contribution to net biodiversity gain. |
| 2 | SL/2022/0865 | 12 - 14 Stricklandgate, Kendal Installation of internally illuminated fascia signs and menu board | Fell | 19 October | The Committee welcomes re-use of an empty shop in the Conservation Area and the largely sympathetic use of an existing site and whilst it has No Material Objections , would point out that the brightness of the lighting is appears to be excessive, is not downlit and therefore against the Dark Skies Initiative Project and any conditions should look to mitigate this. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|--|-------------|------------------|---|
| 3 | SL/2022/0858 | <p>Land adjacent to Kendal United Football Club, Castle Drive, Kendal</p> <p>Creation of Sports Pitch (Junior Football) on land adjacent to Kendal United Football Club</p> | Castle | 26 October | <p><i>Note - During consideration of this item, it was noted that whilst Kendal Town Council's Environment and Highways Committee had previously discussed the installation of a Pump Track in this location, Members indicated that they were not biased or predetermined in relation to this particular application.</i></p> <p>Material Objections on the grounds of neighbour objections, additional parking and traffic issues (any resubmission would need to provide additional parking for residents, visitors, players and walkers), destruction of trees (an arboricultural report is required on the effect of cutting down of trees and how this would affect net biodiversity gain) and the visual amenity of the Castle. The Committee also objects to any potential moving of the current footpath through the site. This application is not sympathetic to the retention of the amenity of the area or the ability of residents to be able to walk in the local area in line with local council policy.</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|---|---|-------------|------------------|--|
| 4 | SL/2022/0843 | 14 Copperfield Lane Erection of a 2 metre rear extension and rebuild the garage to attach it to the main house | Nether | 27 October | No Material Objections provided that there is a contribution to net biodiversity gain. A question was, however, asked regarding the siting of the garage against the edge of the curtilage which could result in an inability to maintain the property. |
| 5 | SL/2022/0894 | 5 Curson Rise Single storey detached outbuilding (Retrospective) | Strickland | 27 October | The Committee was disappointed that this was a retrospective application with no valid reason provided, but otherwise No Material Objections , provided that there is a contribution to net biodiversity gain. |
| 6 | SL/2022/0907 & SL/2022/0908 | Norfolk House, 9 Thorny Hills Removal of existing cement render to gable wall and application of traditional lime render, localised repointing with lime mortar, the taking down and rebuilding of the gable end chimney stack over a lead damp proof course, and associated works to slate overhangs, lead soakers and flashings where required and following further investigation. | Mintsfeet | 1 November 2022 | Whilst the Committee commends the materials to be used and there are No Material Objections , any work involved as a result of this decision and any further investigation must be in keeping with the visible style and materials used to be appropriate in the Conservation Area. |
| 7 | SL/2022/0911 | Alyth, Castle Green Lane Internal alterations including loft conversion, replacement of doors and windows, replacement garage, new garden studio. | Nether | 1 November 2022 | No Material Objections provided that there is a contribution to net biodiversity gain. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|---|-------------|------------------|--|
| 8 | SL/2022/0913 | 1 Teal Beck Single storey side & rear extension | Heron Hill | 1 November 2022 | No Material Objections provided that there is a contribution to net biodiversity gain. |
| 9 | SL/2022/0916 | 53 Milnthorpe Road, Removal of cast iron balcony, application of white painted or self-coloured smooth render coat to the whole of the South gable, removal and replacement of existing hedges, alterations to garden area, installation of acoustic fence to garden, installation of timber gates to vehicular entrance to property. | Kirkland | 1 November 2022 | No Material Objections subject to hedging being replaced in order to achieve the same coverage and height as currently. |
| 10 | SL/2022/0883 | 43 Allhallows Lane Replacement timber ground & 1st floor front windows | Fell | 3 November 2022 | The materials to be used and design are commended. No Material Objections subject to the colour being acceptable to the Conservation Officer. |
| 11 | SL/2022/0884 | Glenholme Guest House, 43 Milnthorpe Road Replacement timber windows to front elevation | Kirkland | 3 November 2022 | The materials to be used and design are commended. No Material Objections subject to the colour being acceptable to the Conservation Officer. |
| 12 | SL/2022/0919 | 28 Copperfield Lane Single storey rear extension & replacement detached garage | Nether | 3 November 2022 | No Material Objections provided that the Flood Authority provides assurance that the proposal will not affect flood risk. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to SLDC | Observations/Recommendations |
|-----|------------------------------|--|-------------|------------------|--|
| 13 | SL/2022/0920 | Unit2 A - 3, South Lakeland Retail Park, Queen Katherines Avenue The construction of a plant cage/compound (of flow forge material) and installation of air conditioning/refrigeration plant there together with the construction of a bin store (flow forge material) and the forming of 1 no. opening in external wall/cladding for AC pipework | Mintsfeet | 3 November 2022 | No Material Objections |
| 14 | SL/2022/0921 | Land at Brigsteer Road (Phase 3) Erection of 24 dwellings with associated vehicular access, roads and footways, hard and soft landscaping, drainage and other associated works MAJOR | Highgate | 10 November 2022 | Deferred for consideration at the next meeting of the Planning Committee, the Town Clerk to forward to Committee Members any additional information received. |

Reports from Representatives on Outside Bodies

Carer Support South Lakes

There is a growing need for extra volunteers to support male carers in the Hear to Hear service. This entails contacting carers at their homes by phone on a monthly basis. Volunteers receive training and full support from the Kendal office. I can provide information about this voluntary service if required,

Richard Sutton
November 2022

Chairman's Report – November 2022.

Introduction:-

In many ways it seems a long time since our previous AGM when we were meeting via Zoom under very different circumstances from today. No doubt our experiences and memories of the Covid pandemic vary from person to person and for some touched with loss and sadness more than others but it has been remarkable how for most of us life has returned to a new normality throughout 2022.

Little did we know during that AGM how much there would be to look forward to in the life of the Kendal Rinteln Association.

Review of Constitution:-

We began our year by reviewing the KRA Constitution in order to ensure it served the Association appropriately 30 years on from its conception bearing in mind the membership is not as strong in terms of numbers or ableness as it once was. Also the digital age we now live in enhances our means of communication and this should be reflected in a constitution which encourages its use for the benefit of the Association.

Back to the Future:-

In June 50+ people gathered together for KRA's 'Back to the Future' social evening in the Town Hall. Established members of KRA and potential new members met around drinks and nibbles to reflect on the Twinning's rich history and discuss the possibilities for adding to that in the future. Ideas for future twinning activity were noted and gathered in for continual reference as we move forward. With two significant events on the horizon the 'fruit' of these discussions have been on the back burner, however we will be mulling over these during the winter months and hopefully begin to put together a strategy for moving the Association forward.

Mayor's Visit to Rinteln:-

The Mayor of Kendal, Doug Rathbone along with Sally visited Rinteln for their Alstadfest during which celebrations took place for the 30 years of twinning between Rinteln and its two twin towns, Kendal and Slawno. Doug returned with commemorative plaques, certificates and personal gifts. Anyone entering the foyer of the newly refurbished town hall will see the 30th Anniversary plaque proudly displayed.

30th Anniversary of Town Twinning:-

Kendal Torchlight Week-end gave us the opportunity to celebrate our 30 years of twinning in our own Kendal style with a group of 31 visitors from Rinteln including the Mayor of Rinteln, Ms Andrea Lange and 15 residents and carers from the Lebenshilfe. The Friday 'Afternoon Tea', with accompanying speeches by both Mayors and Dr Andreas Zimmer Consul General from the Edinburgh German Consulate, along with more presentations of commemorative gifts from both Kendal Town Council and Kendal Rinteln Association, was enjoyed by all. The impressive 30th Anniversary Cake was duly cut by the two Mayors much in the style of cutting a wedding cake. Bakehouse provided a wonderful selection of sandwiches, scones and cakes and Parkin and Jackson did us proud with the engraving of the two towns' Coat's of Arms on a piece of local Westmorland slate.

At the start of my time as Chair of KRA I indicated that I didn't want a commemorative gift to be a 'memorial' of a partnership that was in its final days but a 'celebration' of the many enriching years to come building on the heritage of the past. It is ironic therefore that KTC's gift of inscribed slate was in fact engraved by a prominent Kendal gravestone supplier.

KRA had a presence at the Saturday Torchlight Street Party, thanks in part to funding from the German Consulate in Edinburgh which allowed us to purchase our own KRA Gazebo suitably adorned with our 30 years of twinning printed around the canopy.

The visit of the group from Rinteln culminated in a fish and chip supper (supplied by Sandylands Chippy) at the New Union pub where we were hosted by Phil Walker, the Manager who generously offered our German guests a free 'shot' of Lakeland Whisky.

It is part of the twinning legend that Kendal was Rinteln's choice to be its twin town largely down to the fish and chips offered to the Rinteln twinning delegation originally assigned to determine which of three towns should be chosen.

Lakes Gospel Choir visit to Rinteln:-

At just past midnight on the morning of 24th October, 27 members and friends of Lakes Gospel Choir and set off on a long coach journey to Rinteln via the Eurotunnel. With necessary rest breaks for the driver and comfort stops for the passengers the coach eventually pulled up at our accommodation at Obernkirchen Abbey at around 6.30pm.

The coach party had one extra passenger who was not a Choir member as Liz Hendry, Town Councillor and TC representative on KRA took the opportunity to accept the offer of cheap transport to visit Rinteln and stay with a local family. Her report is appended below.

A welcome of German Soup awaited us and an evening of settling into our accommodation and having a much needed early night.

The next three days was a balanced schedule of concerts at the Lebenshilfe and Johannes Church, a 10 Euro 'all you can eat' buffet meal at Chinese Restaurant, a Pied Piper tour around Hamelin and free time to explore Rinteln.

Throughout it all the Rinteln Twinning Association looked after us with a surprise 'buffet' at our accommodation (which turned out to be a four course meal) and copious amounts of cakes etc wherever we were performing.

The highlight of the three days was undoubtedly performing with Rinteln's Gospel Choir(s) at Johannes Church. With the audience standing and joining in the roof was in danger of being lifted of its rafters. The Mayor of Rinteln was extremely impressed and encouraged by what she saw and heard and hoped those who were there would take something from the concert out into their communities.

Our return journey on Friday via the same route was a little more trying as we suffered a three hour delay at the Eurotunnel and further 'night-time' hold-ups on the M42 as we travelled homewards.

What next!?

It is encouraging to have one or two new members on the committee bringing new thinking, fresh ideas and an enthusiasm to move forward. In addition both the 30th Anniversary week-end and the LGC Choir trip were huge successes. However much needs to be done if KRA is to become a vibrant, enriching association for all its members and for Kendal at large.

Our challenge as an Association is to engage with clubs, societies, organisations across Kendal and endeavour to promote interest for partnering with like-minded interest groups in Rinteln. KRA needs to promote interest for participating in a 'delegation' of representatives from the varied interest groups across the town with the aim of visiting Rinteln and exploring the potential for exchange visits between their club, society, organisation with a similar group in their twin town.

Andy Blackman (Chair, Kendal Rinteln Association).

Visit to Rinteln, 24th-28th October, 2022, Liz Hendry, KTC.

This visit was my first to Germany as a member of the Kendal-Rinteln Twinning Association and also my first experience of using the Channel Tunnel. I went in the coach with the South Lakes Gospel Choir, who were warm and welcoming, although our aims and experiences I am sure were very different!

The channel crossing was a surreal experience: like a set of Russian dolls, we sat in the coach which entered a train compartment which entered the tunnel-which burrowed under the sea. It was good to emerge, in both directions!

Having set off from Junction 36 at midnight, we arrived in Obernkirchen, and StiffObernkirchen, the monastery (convent?) where the choir was staying, at 7pm and I was greeted by my hosts, Bernhard and Renate Wuensche who live in Steinbergen, a village about fifteen minutes' drive from Obernkirchen. We were in the region of Schaumburger Land, which, I was to discover, is both beautiful and diverse.

After a supper of a delicious hearty soup and bread, I was introduced to some very nice beer, Thusnella, brewed, Renate told me by a micro-brewery owned and run by a mother and daughter. It boded well!

On arrival at Bernhard and Renate's house (where I met Jonny, the enormous Maine-Coon cat) I was immediately charmed by the autumnal decorations in the hall, along window-sills and hanging down from the ceiling into the central hall. Renate told me that each season has a different theme-and, I could see, requires quite a lot of effort. Later in the week I was given a tour of their garden-they are keen gardeners in a relaxed style with many different varieties of roses. Bernhard also explained how he captures rainwater from the roof to flush the loos, the different uses for their solar and photo voltaic panels and the extra insulation he had installed. It felt a lot greener and more advanced than most properties in Kendal!

On Tuesday we three joined the choir for a short tour of Rinteln, with its many historic buildings, led by Ursula, Andy's equivalent in Rinteln. This included, for some of us, a climb up St Nicholas's church tower, where we were nearly deafened by a lengthy pealing of the bells as they struck mid-day. But we were but rewarded by wonderful views of the surrounding town and countryside: thousands of orange-tiled roofs, the river Weser and forests, hills and mountains in the distance.

My hosts then took me across the cobbled square (formerly the church's graveyard but re-located years ago because of terrible flooding from the river-we know all about that) to the picturesque independent book shop, 'Buch und Wein' ('Books and Wine', strapline: 'We live here, we shop here'). This is owned by Town Councillor Uta Fahrenkamp, the leader of the Rinteln Green Party who have four members out of thirty-six on the Rinteln Town Council, and with whom I had exchanged emails. We arranged that I should come to the shop the following evening and she would introduce me to some of her colleagues. I subsequently gathered that Uta, and the book-shop, had been a crucial part of the 'survival chain' during the height of the devastating covid pandemic, delivering books-and wine- far and wide to customers who loyally sustained her business.

That afternoon we re-joined the choir for a tour of Lebenshilfe, (translates roughly as 'help for living'), the former British Military Hospital (and where my sister and then newly-born nephew, sixty this year, were patients!) It is now a residential centre for people of all ages with learning disabilities. Our tour started with a magnificent tea-and I was beginning to realise that Schaumburgers are very hospitable people.

Lebenshilfe has branches throughout Germany and operates a very different approach, being residential, whereas we in the UK have moved to a community-based system, but it was extremely well resourced. Renate also introduced me to Jan-Henrik, their thirty-two year-old son who lives there very happily, and who is very involved in the many activities on offer. He comes home regularly to stay for weekend visits. They also have a younger daughter, Hannah, who lives away-and who is very 'techy', keeping her parents up to date with the latest gadgets eg Alexa! Before we left Lebenshilfe, in response to my question 'What happens if there is a fire?' we drove 'behind the scenes'-to where there was a large fire-station on site, with four engines. In the case of a town emergency, the Lebenshilfe station assists Rinteln's own fire service. Impressive.

That evening, back at Obernkirchen, the Rinteln Twinning Association hosted us all for a wonderful 4-course dinner-more exceptional hospitality-followed by an impromptu sing-along.

On Wednesday morning we three joined them for a tour of the convent in Obernkirchen, founded in 1167, essentially for ladies of the landed gentry and independent means. They were not nuns and were allowed to keep their own property and to leave the convent whenever they wished. Over time the buildings' usage changed, becoming, between 1901-1970, a school for upper-class girls. There is still an Abbess in charge and the history, gardens and art are accessible to all the public-not just the upper classes! It now provides comfortable accommodation for Christian groups, retreats etc. Although I am not an evangelical Christian-and indeed find some of its theology troubling- at one point on our tour of the Stift I experienced my spiritual high-light of the trip when, upon entering a small chapel in the oldest part of the building, the choir sang 'Be still and know that I am God' (Psalm 46:10). The chapel's perfect acoustic and the choir's beautiful harmonising made it a very moving experience.

That afternoon, we travelled back to Steinbergen via a picturesque town, Buckeburg (more stunning Renaissance architecture) where we made a lightening trip to the forecourt of the impressive 19th century Palace of the Prince of Schaumburg-Lippe. And, in a shop like Kendal's no-packaging Another Weigh, I bought some excellent local gin! That afternoon we three walked up from the village through dappled forest light to a huge but neglected orchard that Bernhard is currently engaged in restoring, pruning tree after tree. Originally planted with 200 trees, a mixture of apples, pears and cherries, some trees have gone but there is still a large number. The apple trees, in particular, were laden with fruit. We sampled variety after variety, rating them as we did so. Bernhard's particular favourite is the Boskop apple-which occupies a similar 'slot' as our Bramley-it's a full-flavoured cooking apple which keeps well into the next year. My nick-name for the Wuensches is now The Boskop Champions! They hope that the local council (comparable to our Parish Council)

will soon become more engaged with its care: it is a valuable local resource, both for the fruit and for the wide biodiversity it offers.

That evening I met Uta and 4 members of the Rinteln Green Party for a delightful meal in a restaurant near the bookshop. It will remain memorable for many reasons-their warmth and friendliness, our shared vision of the world with all its threats and opportunities, shared jokes and, most of all, the sense of a shared endeavour which will endure. It has already endured-through the catastrophe of Brexit. It will continue to do so as long as we in the UK remember that we are Europeans and those across the channel, our nearest neighbours, are friends with whom we share centuries of history and with whom we now share the greatest perils that this planet has ever faced.

On Thursday, our last day, we met the choir in Hamelin and had a very entertaining tour with the Pied Piper (currently an extrovert German American!) in full costume. But behind the story of the rats, and then the lost children following the piper, there lies a mystery: what really happened in 1284? Many historians have made different suggestions: was it plague? Or was it something even more sinister? For example, the (possibly forced) re-location of 130 of the town's strong young people (not children) to areas further north which needed populating? As yet, no-one can be sure.

That afternoon, the three of us ate lunch in a restaurant beside the River Weser and overlooking a bridge topped with a giant gold Hamelin rat! We travelled back to Steinbergen via the amazing viewing point of Schaumburg castle, high up on the hillside overlooking the Weser valley. In the evening there was a service in Renate's local church, St Agnes, and after it I had a very interesting conversation with Josephine, a remarkable black Zimbabwean who, along with her mother and 17 year old son, (training to be a pilot) has made her life in Steinbergen. Her two daughters are nurses in the NHS in the UK. The evening ended back home with convivial conversation, a glass of wine, followed by a tot of South Lakes whisky (which Bernhard, a whisky connoisseur, bought on his visit to Kendal in September)-much needed by all of us as by now we were all streaming with colds! I finally got to bed near midnight -with a 5am wake-up ahead.

The journey home is best glossed over: suffice it to say that having set out from Obernkirchen at 6.00am (5am UK time) on Friday, I opened my front door at 2.45am on Saturday morning!

This has been a fascinating trip in so many ways: getting to know two people I now regard as friends; learning about Germany in a totally different way from being a tourist; experiencing the generosity and warmth of my two hosts (and their willingness to speak English for days at a time, at times I am sure an exhausting exercise); exploring a beautiful area with the benefit of two 'guides' familiar with its history-to name but a few. Both our towns have now emerged from the worst of the covid pandemic, economically battered it is true, but resilient enough to celebrate 30 years of Twinning. I look forward to being part of the next chapter-and welcoming Bernhard and Renate back to Kendal as soon as possible.

Liz Hendry 8/11/22

Outside Bodies Report for the Lakes Line Rail User Group

AGM attended on 02.11.22 and to the Cumbria Better Connected meeting on 04.11.22.

Both the finances and membership is healthy.

Northern Rail

Between May 2022 and Monday 01.11.22 Northern were in dispute with ASLEF (train drivers). They advised that this dispute has been resolved. During this period their cancellation rate was 6.8% but this has now reduced to 3.1%.

In December 2022 a new timetable is coming that will see a 24% increase in services on the Lakes and Furness Lines. This will also involve 6 carriage trains rather than the current 3 carriages. On the Lakes Line a 6 carriage train will be used 7 times each way per day. This will really help train users travelling from and to Manchester Airport on the Lakes Line.

Northern have made it clear that they have enough drivers for their trains. An issue they are trying to resolve with drivers is that 95% have contracts where Sundays are excluded from their working week and worked on a voluntary basis. Northern are working to resolve this issue by including Sunday working in their contracts, as this can cause impacts on their Sunday services.

Network Rail

Network Rail have been working hard on both railway lines to ensure that platforms are suitable for the 6 car trains. Some platforms will need to restrict which doors are opened on certain stations.

Full minutes will come out in due course but I thought this summary would be helpful.

Cllr S Coleman
5 November 2022



Kendal Town Council

Sep 2022 - Payment Schedule

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Transaction Detail</u> |
|------------------|---------------------------------|------------------|--------------------|-----------------------------|
| 05/09/2022 | Staff Reimb | TRANSFER | £204.12 | Mayoral Expenses |
| 05/09/2022 | Community Grants | TRANSFER | £250.00 | Hallgarth Senior Citizens |
| 05/09/2022 | SL Hydrotherapy Pool | TRANSFER | £3,000.00 | Comm Grant |
| 05/09/2022 | Barclaycard | DD | £57.55 | Zoom July |
| 05/09/2022 | South Lakeland District Council | SEPT02 | £1,760.00 | Office Rent |
| 05/09/2022 | Kendal Futures CIC | SEPT05 | £6,000.00 | Kendal Vision Support |
| 05/09/2022 | South Lakeland District Council | SEPT10 | £2,970.00 | Premises Rent Sept Q |
| 05/09/2022 | Continental Landscapes | SEPT06 | £208.80 | Hedge Cutting Wattsfield |
| 05/09/2022 | Continental Landscapes | SEPT07 | £1,200.00 | Plant Watering |
| 06/09/2022 | MD Hanafin and Sons Ltd | SEP09 | £399.14 | Gates |
| 06/09/2022 | Barclays Bank | DD | £8.50 | Bk Charges Jul-Aug |
| 06/09/2022 | Lound Road Garage | SEPT08 | £211.71 | Fuel - Van Aug 22 |
| 07/09/2022 | Petty Cash | Card | £50.00 | Debit card Withdrawal |
| 07/09/2022 | CT Hayton Ltd | SEPT13 | £52.80 | Rabbit Netting |
| 07/09/2022 | CT Hayton Ltd | SEPT14 | £33.60 | Cable Ties |
| 07/09/2022 | Seton Solutions | SEPT15 | £139.15 | Barrel Tap/Spout |
| 07/09/2022 | Christmas Plus Ltd | SEPT12 | £406.80 | Bunting Repairs |
| 07/09/2022 | Net Development Ltd | SEPT16A | £300.00 | Zero Carbon Website |
| 07/09/2022 | Waterplus | DDSEP03 | £170.18 | Allotment Water |
| 15/09/2022 | E-ON Next | DDSEP06 | £31.00 | Elec Garage |
| 16/09/2022 | Sage UK Ltd | DDSEP07 | £33.00 | Sage Sept 22 |
| 16/09/2022 | Vanguarder Ltd | DDSEP07A | £9.60 | Tracking Fee Van |
| 18/09/2022 | HMRC | TRANSFER | £4,917.60 | Sep HMRC |
| 20/09/2022 | The Yorkshire Hotel | TRANSFER | £49.00 | Training |
| 20/09/2022 | Sep Salaries | TRANSFER | £13,122.20 | Sep Payroll |
| 20/09/2022 | CT Hayton Ltd | SEPT16 | £106.31 | Combi Lock |
| 20/09/2022 | Sun Signs Ltd | SEPT18 | £18.14 | Boundary Boards |
| 23/09/2022 | S.Lakes CAB | TRANSFER | £5,000.00 | Comm Grant |
| 23/09/2022 | Gee Tee Bulb Co | SEPT22 | £517.20 | Plants - KIB Projects |
| 23/09/2022 | Majestic Wine Warehouses Ltd | SEPT21 | £151.02 | Wine Torchlight/Rintelin |
| 23/09/2022 | IAN PENNEY PAINTING | SEPT23 | £300.00 | P/Ledger Electronic Payment |
| 28/09/2022 | Agamemnon Timber Ltd | SEPT24 | £468.00 | Compost Bins |
| 28/09/2022 | South Lakeland District Council | SEPT26 | £6,240.00 | Garage Rent 2 years |
| 28/09/2022 | Lound Road Garage | SEPT19 | £166.37 | Fuel Van June |
| 29/09/2022 | Siemens Financial Services Ltd | SEPT11/12 | £428.40 | Photocopier lease/service |
| 29/09/2022 | Mr Letters Design Services | SEPT29 | £45.00 | Sign Nobles Rest |
| 29/09/2022 | iTek Computer Solutions Ltd | SEPT30 | £365.76 | Sept IT Service Agreement |
| 29/09/2022 | Bedroq CCTV Main | SEPT27 | £2,086.94 | CCTV SIM/Service |
| 29/09/2022 | Stocksigns Ltd | SEPT28 | £88.50 | Battery - Speen Sign |
| 29/09/2022 | Designworks | SEPT25 | £114.00 | 2 year Renewal Domain |
| 29/09/2022 | Oceans 12 Ltd | SEPT33 | £290.80 | Replace Starter Motor |
| 29/09/2022 | Designworks | SEPT34 | £192.00 | Design Re Rinteln |
| 29/09/2022 | Kendal Office Equio Ltd | SEPT31 | £125.72 | Stationary |
| 30/09/2022 | Cumbria LG Pension | TRANSFER | £4,476.69 | Sept Pension |
| 30/09/2022 | Designworks | SEPT35 | £72.00 | Amend Website |
| 30/09/2022 | Manna House | SEPT36 | £500.00 | Manna House Contri |
| 30/09/2022 | Parkin & Jackson Ltd | SEPT37 | £300.00 | Jubilee Stone |
| TOTAL | | | £57,637.60 | |



Kendal Town Council

OCT 2022 - Payment Schedule

| <u>Date</u> | <u>Details</u> | <u>Total</u> (incl VAT) |
|-------------|---|--------------------------|
| 01/10/2022 | Vanguarder Ltd - Tracking Fee | £9.60 |
| 01/10/2022 | Sage UK Ltd | £33.00 |
| 01/10/2022 | Waterplus - Allotments | £193.71 |
| 01/10/2022 | EE Ltd - Sept Mobile | £13.12 |
| 30/10/2022 | EE Ltd - Oct Mobile | £13.12 |
| 01/10/2022 | Vanguarder Ltd | £9.60 |
| 05/10/2022 | Bank Fees | £8.50 |
| 10/10/2022 | Tech 4 Office Equip | £49.35 |
| 10/10/2022 | South Lakes Civil & Ground Works - Canal Head | £28,587.83 |
| 10/10/2022 | The National Allotment Society | £66.00 |
| 11/10/2022 | Staff Exps | £8.45 |
| 11/10/2022 | Staff Mileage | £142.45 |
| 11/10/2022 | PKF Littlejohn LLP - Audit Fees | £1,560.00 |
| 11/10/2022 | Lakes Line Rail User Group | £13.00 |
| 17/10/2022 | Staff Exps | £15.40 |
| 17/10/2022 | Thompson Hayton Winkley Ltd - Land Search Fee | £152.79 |
| 17/10/2022 | Dan Quiggin - Rinteln Visit | £24.97 |
| 17/10/2022 | Kendal Picture Frames - Reframe | £90.00 |
| 17/10/2022 | The Bakehouse - Torchlight Refreshments | £1,327.50 |
| 20/10/2022 | OCT - Salaries | £12,594.35 |
| 20/10/2022 | Cumbria LG Pension | £4,241.72 |
| 20/10/2022 | HMRC | £2,584.81 |
| 20/10/2022 | Bravo Benefits Ltd | £104.20 |
| 20/10/2022 | Adobe Systems Software | £30.34 |
| 24/10/2022 | Anna Bailey - 4 Mths Visit Kendal Website | £1,200.00 |
| 24/10/2022 | SLDC - Quarter Rent | £683.70 |
| 24/10/2022 | Cumbria Community Transport - Mayoral Events | £168.00 |
| 24/10/2022 | Lound Road Garage - Fuel | £101.48 |
| 24/10/2022 | Continental Landscapes - Plant Watering | £1,140.00 |
| 24/10/2022 | Rialtas Business Solutions Ltd - Training | £240.00 |
| 24/10/2022 | Ginger Bakers - CIB Refreshments | £75.00 |
| 24/10/2022 | Royal Mail - Newsletter | £1,815.86 |
| 24/10/2022 | Nick Bainbridge - supply Topstones | £200.00 |
| 24/10/2022 | Tech 4 Office Equip | £47.78 |
| 24/10/2022 | iTek Computer Solutions Ltd | £365.76 |
| 24/10/2022 | Community Grants | £5,000.00 |
| 25/10/2022 | Festival Grants | £3,000.00 |
| 27/10/2022 | North West Pest Control Service | £586.80 |
| 27/10/2022 | Jack Ellerby (Walling) | £450.00 |
| 27/10/2022 | Wildflower Turf Ltd - Spring Bulbs | £117.59 |
| 27/10/2022 | Staff Exps | £21.00 |
| 31/10/2022 | SLDC - Visit Kendal Website & Hosting | £4,200.00 |
| | <u>TOTAL</u> | <u>£71,286.78</u> |