

KENDAL TOWN COUNCIL

Audit, Grants and Charities Committee

**Monday 27th January 2020 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Matt Severn (Chair), Julia Dunlop (Vice Chair), Pat Gibson, Geoff Cook and Douglas Rathbone (Deputy Mayor)
- APOLOGIES** Councillor Rachael Hogg
- OFFICERS** Judith Lomax (Town Treasurer) and Nicky King (Council Secretary)
- 764/19/20 PUBLIC PARTICIPATION**
- None.
- 765/19/20 DECLARATIONS OF INTEREST**
- Councillor Cook declared an interest in respect of a grant application from Sandgate Hydrotherapy Trust. He is a Councillor for CCC who own the building occupied by the Hydrotherapy Pool.
- 766/19/20 MINUTES OF THE MEETING HELD ON 28TH OCTOBER 2019**
- The Chairman presented the minutes of the meeting held on 28th October 2019, which had been approved by full Council (Budget) on 25th November 2019.
- Councillor Dunlop proposed that the minutes be accepted as a correct record of the meeting. This was seconded by Councillor Cook and carried unanimously.
- RESOLVED** That the minutes of the meeting of the Committee held on 28th October 2019 be accepted as a correct record.
- 76719/20 MATTERS ARISING (Not on Agenda)**
- None.
- 768/19/20 BUDGETARY CONTROL STATEMENT – NINE MONTHS ENDED 31ST DECEMBER 2019**
- The Treasurer presented the Budgetary Control Statement for nine months ended 31st December 2019. The following points were brought to Committee's attention:
- Allotment rentals are currently being received.
 - IT expenditure is expected to remain over budget for the remainder of the financial year.
 - Miscellaneous costs are over budget due to one off items not budgeted for elsewhere. These include £1,800 sponsorship for the Tour of Britain and £350 for a surveyor report in respect of the museum lease.

The Treasurer also informed Committee of an underspend in the General Grants budget of £9,510. As in previous years, some approved grants have been paid in the previous financial year; approved grants paid in financial year 2018/19 totalled £7,000 which is included in the underspend value of £9,510. Members were advised that this amount would be lost if it was not spent by the end of the current financial year.

Members then considered the list of general grant applications for 2020/21 and discussed whether some of these (up to the value of £9,510) could be paid early from the 2019/20 budget if the applicants were amenable. Councillor Severn declared an interest as the applicants included Manna House and his wife is employed by them. He left the room and took no part in the discussion.

Following a general discussion Councillor Cook proposed that the Treasurer contact applicants reference 6-17 inclusive on the list of general grant applicants and offer to award the grant monies early. It was noted that the total amount of the 12 applications would exceed the available budget of £9,510, however the Treasurer will assess as it may be that some applicants are not amenable to receiving the monies early. The proposal was seconded by Councillor Gibson and carried unanimously.

Councillor Cook further proposed that the Budgetary Control Statement ended 31st December 2019 be approved and recommended for acceptance by Council. This was seconded by Councillor Gibson and carried unanimously.

RESOLVED

1. Treasurer to contact the 12 applicants on the list of general grant applications for 2020/21 and offer to award the grant monies early (up to the available budget of £9,510).
2. That the Budgetary Control Statement ended 31st December 2019 be approved and recommended for acceptance by Council.

769/19/20

GRANT APPLICATIONS

The Treasurer reported that grants already approved for 2020/21 total £33,250, leaving a balance of £7,750 in the grants budget for 2020/21. Members considered the following applications:

(a) Carer Support South Lakes

Request for £2,000 to be put towards a pilot Life Skills Programme for adult carers. It was noted that a previous application had already been submitted for funding, however following discussion at Budget Council a request was made that they be invited to reapply. Councillor Cook pointed out that the programme covers the whole of South Lakeland, although there are 46 carers in Kendal (from a total of 63). Following a general discussion it was suggested that £2,000 be awarded.

(b) The Birchall Trust

Request for £4,185 to help provide 1:1 counselling and therapy sessions for adults and children affected by sexual abuse or rape in Kendal. Again it was noted that a previous application for £8,750 had

already been submitted for funding, but due to the large size of the organisation a sum of £750 had been awarded. Following subsequent discussion at Budget Council a request was made that they be invited to reapply. Councillor Dunlop suggested £2,250 be awarded as this matches grants awarded to similar organisations.

(c) South Lakeland Hydrotherapy Trust

Request for £3,000 towards financing the general running of the pool. It was noted that a grant of £3,000 has been awarded to the Trust for the last three years. It was suggested that the same amount be awarded on this occasion.

(d) Dignity in Dementia

Request for £1,500 towards funding for a series of one hour long weekly dementia friendly walks around the wider Kendal area. Following a general discussion Committee agreed to decline the application for the time being due to insufficient budget. Application to be reviewed again in the next financial year.

(e) South Lakes Dementia Community

Request for £600, being two thirds of the cost towards a dementia bus to visit Kendal in May 2020. Committee agreed to award the remaining budget of £500 to this applicant.

Councillor Cook proposed the grants be awarded as discussed. This was seconded by the Chair and carried unanimously.

RECOMMENDATION That Council approve the award of grants for 2020/21 as discussed.

770/19/20

REVIEW OF RISK ASSESSMENTS

Committee considered the Review of Risk Assessments report previously circulated. Risk Assessments are reviewed annually by the Committee before being signed by the Treasurer and submitted to full Council for approval. The Treasurer advised that the interim Project Manager had recently conducted a review of the Assessments and suggested some amendments, the majority of which related to additional or amended wording to ensure clarity and consistency.

A new assessment for Kendal in Bloom has been added, relating to the risk of theft, damage or injury in relation to the Town Council Van. Amendments had also been proposed to the Lone Worker risk assessment with regard to staff working off site. Members were asked to note that the Christmas Lights Switch On Event risk assessment is reviewed each year depending on the event proposed.

Councillor Dunlop referred to Section 19 of the Schedule of Risk Assessments, Manual Handling 6, and pointed out that '**Where** suitable clothing' should be '**Wear** suitable clothing'.

Councillor Gibson proposed that the Treasurer be authorised to sign the Risk Assessments and forward to Council for approval. This was seconded by Councillor Gibson and carried unanimously.

RESOLVED That the Treasurer sign the Risk Assessments and forward to Council for approval.

RECOMMENDATION That Council approve the Risk Assessments.

771/19/20 ITEMS FOR THE NEWSLETTER

Summer edition – invitation for grant applications.

772/19/20 ANY OTHER BUSINESS

None.

773/19/20 DATE OF NEXT MEETING – MONDAY 27TH APRIL 2020 at 7PM

The meeting closed at 7.50pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
768	Budgetary Control Statement	RES	<p>1. Treasurer to contact the 12 applicants on the list of general grant applications for 2020/21 and offer to award the grant monies early (up to the available budget of £9,510).</p> <p>2. That the Budgetary Control Statement ended 31st December 2019 be approved and recommended for acceptance by Council.</p>
769	Grant Applications	REC	That Council approve the award of grants for 2020/21 as discussed.
770	Review of Risk Assessments	RES	That the Treasurer sign the Risk Assessments and forward to Council for approval.
		REC	That Council approve the Risk Assessments.