

KENDAL TOWN COUNCIL

Council Meeting: 2nd March 2020

You are summoned to attend a meeting of the Council to be held in the **SLDC Council Chamber**, the Town Hall, Kendal, commencing at **7.30 p.m.** on **Monday, 2nd March 2020**, for the purpose of transacting the business specified in the following agenda.

AGENDA

Rollcall and Apologies

1. 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.

- Address by Candidates for Co-Option as a Councillor for Strickland Ward (max x3)

2. DECLARATIONS OF INTEREST

To receive declarations by Members and/or co-optees 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. MINUTES OF COUNCIL MEETING HELD ON 3RD FEBRUARY 2020 & MATTERS ARISING

To approve the minutes of the meeting held on 3rd February 2020 (see attached)

4. PRESENTATION OF THE WAINWRIGHT AWARD 2019 TO GROWING WELL

5. SELECTION OF A CO-OPTED COUNCILLOR FOR STRICKLAND WARD *(refer to email sent separately)*

6. MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS *(see attached)*

7. CALL FOR NOMINATIONS OF MAYOR AND DEPUTY MAYOR OF KENDAL FOR 2020/21

8. UPDATE ON KTC ANNUAL REPORT 2019/20 AND ANNUAL TOWN ASSEMBLY *(see attached)*

9. MANAGEMENT COMMITTEE

To approve the minutes of the meeting held on 17th February 2020 (see attached)

10. AUDIT, GRANTS & CHARITIES COMMITTEE

To approve the minutes of the meeting held on 27th January 2020 (see attached)

10.1 Grant Applications (Minute 769/19/20)

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

10.2 Review of Risk Assessments (Minute 770/19/20)

That Council approve the Risk Assessments (see separate email).

11. KENDAL IN BLOOM COMMITTEE

To approve the minutes of the meeting held on 28th January 2020 (see attached)

12. PLANNING COMMITTEE

To receive the minutes of the meetings held on 3rd and 17th February 2020 (see attached)

13. MAYORALTY & ARTS COMMITTEE

To approve the minutes of the meeting held on 10th February 2020 (see attached)

14. OUTSIDE BODIES MATTERS & REPORTS FROM COUNCILLORS

- Representative to the Cumbria Association of Local Council (CALC) – to replace Cllr C Hogg.

15. FINANCIAL MATTERS

(a) Bank Payments Schedule: January 2020 (see attached)

(b) Invoices over £3,000



Liz Richardson, Town Clerk

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

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 3rd February 2020 at 7.30 p.m.
in the SLDC Council Chamber, the Town Hall, Kendal**

PRESENT The Mayor (Councillor A Finch) in the Chair;
Councillors G Vincent, G Cook, G Archibald, S Coleman, S Evans, A Blackman, R Sutton, J Owen, D Rathbone (Deputy Mayor), J Cornthwaite, J Dunlop, A Edwards, E Hennessy, H Ladhams, M Miles, C Rowley and T Becker

APOLOGIES Councillors J Brook, M Severn, C Hardy, C Hogg, R Hogg, P Gibson, S Long and D Miles

OFFICERS L Richardson (Town Clerk) and N King (Council Secretary)

797/19/20 PUBLIC PARTICIPATION

Two members of the public had requested to address Council on the subject of the Environment Agency's (EA) proposed flood defence works and the removal of trees on Aynam Road.

Mr David Fone asked Council to consider whether, in order to fully gauge public opinion on this subject, it would now be prudent to hold a Parish Poll.

Mr Ian Kell regarded the issue as sensitive but crucial for the Town. In his opinion objectors to the EA's proposals were endeavouring to prevent a valuable, practical and legal project on the grounds of aesthetics. He said a budget of £75.6 million, being part of central Government planned national spend of at least £2.6 billion, underpins the certainty of the completion of the work. The proposals are necessary to ensure a safer place to live and work for future generations. He commented that the EA have, over 4 years of planning, consulted all interested bodies and have spelled out the limitations of the proposed scheme. He asked Council to use their influence to help expedite the EA plan in full and as soon as possible.

798/19/20 DECLARATIONS OF INTEREST

Councillor Edwards declared an interest in item 16 on the agenda (Wainwright Achievement Award) as he is involved with one of the nominees, Sandylands Residents Association.

799/19/20 MINUTES OF COUNCIL MEETING HELD ON 6TH JANUARY 2020

Members considered the minutes of the meeting of full Council held on 6th January 2020.

Councillor Coleman proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor Ladhams and carried unanimously.

RESOLVED that the minutes of the Council meeting held on 6th January 2020 be

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approved as a correct record and signed by the Chairman.

800/19/20**QUARTERLY POLICE REPORT**

Police Sergeant (PS) Scott-O'Neill presented the police report update. She thanked Council for supporting and funding the new CCTV camera to be installed at Gooseholme.

Councillor Coleman highlighted one issue that the report did not cover relating to the removal of vehicles which were not road worthy. PS Scott-O'Neill advised that an external company assists DVLA with the removal of such vehicles and therefore there is an issue as to how often they can attend Kendal. The more vehicles that can be dealt with at the time the better. She urged Councillors to advise her if they become aware of illegal vehicles in their Wards. Councillor Coleman commented that it is possible for individuals to check with DVLA whether a vehicle is taxed, MOT'd and insured before reporting it to the police. Suzanne advised that vehicles can also be reported direct to DVLA who will issue a fine to the owner.

Councillor Archibald raised 3 points:

- He said it was disturbing to see an increase in domestic violence and asked whether KTC could do more as a Council to address this problem.
- He was concerned about drug dealing in certain areas of town and asked what could be done as a community.
- He queried whether it would be possible as a town to fund additional resources for the police and asked for suggestions as to how this might work.

PS Scott-O'Neill said domestic violence numbers are uplifting. There is a desire within the police force to look at different deployment of officers and increasing the number of officers in rural areas. There are a number of different schemes ongoing to tackle domestic violence. With regard to drug dealing, this is a problem on most streets and Councillors were urged to report any particular problems. There is a general concern regarding lack of facilities for youths and various ideas are being investigated, including establishing a youth café which would hopefully provide diversionary tactics and provide a place for young people to congregate. Talks are ongoing with various establishments to reintroduce a nightclub to the town with the possibility of college bands playing etc. She advised that there was to be recruitment of more police officers.

Councillor Evans expressed thanks for police assistance with the recent incident on Sandylands. She commented that residents were seeking reassurance from a greater police presence. She also requested an update on the situation at Morrisons car park. PS Scott-O'Neill replied that she had endeavoured to follow up the MPR camera but had received no response. The matter would now be referred back to SLDC to discuss the way forward.

Councillor Hennessey raised the matter of shed burglaries and the theft of several pedal cycles. It had previously been suggested that offenders were using Strava to target cycles and asked whether this was suspected in these cases. This was not thought to be the case.

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Councillor Rowley queried cutbacks in numbers of community police officers. Suzanne replied that there has been a loss as some were applying for police officer posts as part of that recruitment drive. At present this is the focus of recruitment and so there was no recruitment drive currently for PCSOs.

Councillor Sutton mentioned that Kendal Leisure Centre offer a good football club for youths. PS Scott-O'Neill replied that this was good but didn't always attract the youth she was targeting. She was optimistic funding for a suitable facility could be sourced if the right venue could be found. Youth cafes seem to work well and attract the right individuals.

Councillor Edwards also thanked the police for dealing with recent events on Sandylands in a swift and efficient manner. He said there was a current desire to set up a facility for youths on Sandylands which would offer a safe environment and the possibility of VR technology to attract them to use the facility. It was hoped this would also offer an opportunity to tackle mental health issues, crime, parental problems etc.

Councillor Cornthwaite referred to a vehicle on Shap Road which had been recently involved in an accident and left in a dangerous position. He commented that it will delay ongoing works to widen the footpath along Shap Road if it is not removed soon. PS Scott-O'Neil requested that details be sent to her so she could action its removal.

The Mayor thanked PS Scott-O'Neill for her attendance.

801/19/20**MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Mayor presented his engagements that had been previously circulated. He reported that the Bake Off event by Positive Recovery at Kendal College had been very successful.

He reminded Members that the Mayor's Charity Dinner will be held on 6th March at Carus Green. Tickets are selling fast and Councillors were urged to purchase tickets as soon as possible if they wished to attend.

802/19/20**COUNCILLOR CO-OPTION****(a) Adoption of Councillor Co-Option Policy**

Members were asked to consider a draft Co-option Policy which had been considered by the Management Committee at their last meeting. Public Notice of the current vacancy for a Councillor in Strickland Ward has been given, however no by-election was called. KTC is now required to fill the vacancy by co-option as soon as practical, however there is currently no policy in place.

Councillor Vincent asked whether Council should be trying to encourage representation from non-political, well-meaning people. The Town Clerk replied that it is open to anybody to apply and encouraged Councillors to promulgate to their contacts and networks.

Councillor Cook commented that he would like to see a follow up exercise once the co-option process for the Strickland Ward vacancy was complete to learn any lessons.

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Councillor Coleman proposed that the Councillor Co-Option Policy be adopted. This was seconded by Councillor Cook and carried unanimously.

RESOLVED That the Councillor Co-Option Policy be adopted.

(b) Agreement to proceed to co-option of a Councillor to fill the Strickland Ward Vacancy

Following approval of the Councillor Co-Option Policy, Councillor Coleman proposed that the Town Clerk proceed to co-option of a Councillor to fill the Strickland Ward vacancy. This was seconded by Councillor Owen and carried unanimously.

RESOLVED That the Town Clerk proceed to co-option of a Councillor to fill the Strickland Ward vacancy.

803/19/20 INVITATION TO JOIN THE RURAL/MARKET TOWNS GROUP OF THE RURAL SERVICES NETWORK

The Town Clerk informed Members that Kendal had been invited to join the (RSN). Full details had been previously circulated. A fee of £150 per annum is payable and a response is required by the end of March.

A general discussion ensued. Councillor Cook advised that he had received feedback from the Network as a County Councillor and was favourable to KTC's involvement in principle. He commented that there could be potential travel costs incurred as well as the annual fee to attend conferences/meetings. Councillor Vincent commented that KTC needed to be sure about why they wished to be involved and clear about the benefits. Councillor Coleman was also supportive in general but added that consideration would need to be given to Councillor/Officer time. Councillor Rowley referred to the list of achievements by the group so far. He commented that it is a pressure group on Government and proposed that KTC should be involved. This was seconded by Councillor Coleman and carried with three abstentions.

RESOLVED That KTC agree to Kendal joining the Rural Market Towns Group proposed by the Rural Services Network.

804/19/20 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 16th December 2019 was presented by Councillor Cook who proposed that they be approved as a correct record.

Councillor Archibald referred to minute 675/19/20 in the minutes and was delighted to note plans to establish a biodiversity nature trail. He asked whether a map/further information was available. Councillor Blackman explained that it was an embryonic scheme at the moment but a route approximately 7 miles long had been trialled which links up all the green areas of Kendal. Cumbria Wildlife Trust are involved and are very keen on the idea. He offered to conduct a walk for Councillors if desired. Councillor Sutton added that it would also hopefully form part of the Kendal Walking Festival.

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Councillor Cornthwaite seconded the proposal to approve the minutes of the meeting held on 16th December 2019 and this was carried unanimously.

The minutes of the Management Committee meeting held on 20th January 2020 was presented by Councillor Coleman who proposed that they be approved as a correct record.

Councillor Blackman seconded the proposal to approve the minutes of the meeting held on 20th January 2020 and this was also carried unanimously.

Councillor Finch referred to minute 763/19/20 in the minutes of the meeting held on 20th January 2020. Following the suggestion of Councillor Edwards to nominate a young person for a 'reward' following an exemplary act of behaviour, the individual had been invited to attend the Mayor's Parlour.

RESOLVED That the minutes of the Management Committee meetings held on 16th December 2019 and 20th January 2020 be approved as a correct record of the meetings.

805/19/20 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 6th January and 20th January 2020 were presented by Councillor Rathbone who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meetings held on 6th January and 20th January 2020 be received.

806/19/20 ENVIRONMENT & HIGHWAYS COMMITTEE

The minutes of the Environment & Highways Committee meeting held on 13th January 2020 were presented by Councillor Owen who proposed that they be approved as a correct record. This was seconded by Councillor Dunlop and carried unanimously.

Members were advised that the crowd funding appeal was now live and donations can be made during this calendar month. Support of £2,725 has been pledged so far, which equates to 45% of the target, on this day 3 since the launch.

Councillor Cornthwaite asked when handover to the Project Manager would take place following her return from Maternity Leave. The Town Clerk advised that she had returned to work today and the temporary Project Manager would be handing over this week.

RESOLVED That the minutes of the Environment & Highways Committee meeting held on 13th January 2020 be approved as a correct record of the meeting.

807/19/20 CHRISTMAS LIGHTS & FESTIVALS COMMITTEE

The minutes of the Christmas Lights & Festivals Committee meeting held

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on 14th January 2020 were presented by Councillor Evans who proposed that they be approved as a correct record. Two points were highlighted:

- Minute 731/19/20 – grant application for Kendal Poetry Festival. Due to uncertainty over the figure agreed, Committee will reconsider this application at the next meeting in March.
- Minute 736/19/20 – Switch-On Event 2019. Typo noted “The event received **possible** feedback.....” should read “**positive**”.

Councillor Edwards seconded the proposal to approve the minutes as a correct record, subject to the amendment highlighted, and this was carried unanimously.

RESOLVED

That the minutes of the Christmas Lights & Festivals Committee meeting held on 14th January 2020 be approved as a correct record of the meeting, subject to the amendment highlighted.

Councillor Evans then presented the following recommendation of the Committee and proposed approval:

808/19/20**Grant Applications (Minute 731/19/20)**

To approve the grant applications as agreed.

Councillor Vincent declared an interest in respect of the application from Cumbria Opera Group.

Cumbria Festival Chorus - £500

The proposal was seconded by Councillor Sutton and carried unanimously.

Cumbria Opera Group - £500.00

The proposal was seconded by Councillor Edwards and carried with 1 abstention.

Kendal Rugby Club - £1,500.00 (for the firework display)

Councillors Owen and Vincent declared an interest in this item as members of the Rugby Club. The proposal was seconded by Councillor Ladhams and carried with 4 abstentions.

Torchlight - £5,000

It was highlighted that a further £1,000 had been agreed (Minute 735/19/20) towards the cost of the 50th Anniversary celebrations. The proposal was seconded by Councillor Becker and carried unanimously.

Kendal Wool Gathering - £1,500

The proposal was seconded by Councillor Edwards and carried unanimously.

Unity Festival - £1,500

Councillor Rowley declared an interest in this item as he is on the organising Committee. The proposal was seconded by Councillor Owen and carried with 1 abstention.

Councillor Evans advised that a further £1,000 had also been agreed for the Mountain Film Festival towards the cost of the anniversary celebration (Minute 735/19/20). A sum of £1,500 had also been allocated toward the costs of the VE 75 Commemorative Event.

RESOLVED

That the grant applications be approved as per the Committee's recommendation.

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809/19/20 OUTSIDE BODIES – REPORTS FROM COUNCILLORSSouth Lakes Dementia Community (Formerly Kendal Dementia Action Alliance)

Councillor Sutton presented a paper following a meeting held on 14th January 2020. Trustees felt the new name was more representative of the group. Kendal Dementia Action Alliance will be retained as the charity name. The Trustees' plan is to encourage more integration into the community through the Hub, pop-up hubs etc.

Lancaster Canal Regeneration Partnership

Councillor Rowley updated Members on two parts of the towpath – the Natland section and Burton Road. It may not be possible to undertake the hoped for improvements and the use of the funds elsewhere may need to be discussed. He referred to SLDC's contribution, which was confirmed as £140k by Councillor Archibald. Aqueduct work has commenced but not yet finished. A Heritage Lottery Grant application is underway. There was a proposal as part of the grant application for a 'light event' in Hincaster tunnel, however he understood this is unlikely to be possible and may now be linked to the Torchlight event. There is a new website and the Partnership are looking for a Chair for the Committee.

FINANCIAL MATTERS**810/19/20 (a) Budgetary Control Statement: 9 Months Ended 31st December 2019**

The Town Clerk presented the Budgetary Control Statement. She advised that this had been approved by Audit, Grants & Charities Committee at their recent meeting. She further advised on known direct expenditure mainly for grants in the final financial year quarter.

Councillor Coleman proposed that the Budgetary Control Statement for nine months ended 31st December 2019 be approved. This was seconded by Councillor Dunlop and carried unanimously.

RESOLVED That the Budgetary Control Statement for nine months ended 31st December 2019 be approved.

811/19/20 (b) Bank Payments Schedule: December 2019

The Town Clerk presented the Bank Payments Schedule for December 2019. It was proposed by Councillor Coleman that the Bank Payments Schedule for December 2019 be approved. This was seconded by Councillor Vincent and carried unanimously.

RESOLVED That the Bank Payments Schedule for December 2019 be approved.

812/19/20 (c) Petty Cash Payments: October-December 2019

The Town Clerk presented the Petty Cash Payments Schedule for October-December 2019. It was proposed by Councillor Coleman that the Petty Cash Payments Schedule for October-December 2019 be

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approved. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED That the Petty Cash Payments Schedule for October - December 2019 be approved.

813/19/20 (d) Invoices over £3,000

The Town Clerk reported that there was one invoice over £3,000 which required approval. This was from Christmas Plus for the dismantling of the festive display in the sum of £3,225.00 plus VAT of £645.00, totalling £3,870.00 (being 30% of the total contract figure).

Councillor Coleman proposed that payment of the invoice be approved. This was seconded by Councillor Cornthwaite and carried unanimously.

RESOLVED That payment of the invoice over £3,000 be approved.

814/19/20 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Coleman and seconded by Councillor Rathbone to move into Part II, this was carried unanimously.

RESOLVED That the press and public be excluded for the following items of business.

Part II

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following reports were excluded from inspection by members of the public as they contain exempt information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:-

- Information relating to any individual [*Paragraph 1*]

815/19/20 STAFFING MATTERS [Paragraph 1]

Councillor Coleman advised that the working group now had clear views with regard to the staffing and structure review. These would be discussed with the Town Clerk before moving forwards.

816/19/20 WAINWRIGHT ACHIEVEMENT AWARD

The Town Clerk presented three nominations for the Wainwright Award, details of which had previously been circulated to Members, and highlighted that it is for work done in 2019.

Members voted on ballot slips ranking the three nominees in order of preference. The Mayor announced that Growing Well at Sizergh Barn was the winner.

The Town Clerk advised that she would invite the winner to the March Council meeting for a small presentation at the start.

RESOLVED That Growing Well be presented with the Wainwright Award 2019.

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817/19/20 READMISSION OF PRESS & PUBLIC

It was proposed by Councillor Coleman to move out of Part II and re-admit the press and public (none were present). This was seconded by Councillor Owen and agreed unanimously.

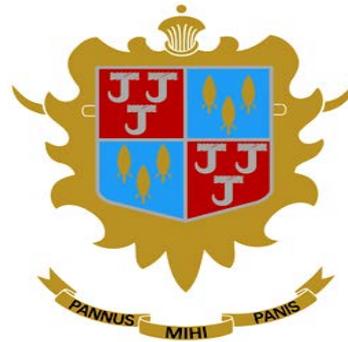
RESOLVED that the press and public be re-admitted for the remainder of the meeting (none were present).

The meeting ended at 8.53 p.m.

Signature

Date

Event Date	Time	Mayor or DM	Organisation	Event	Venue
04/02/20	TBC	M	World Interfaith Day	World Interfaith Day Parlour Talk	Mayors Parlour
16/02/20	14.30 - 16.00	M	Unitarian Church	Service to welcome Amanda Reynolds	Unitarian Chapel
04/03/20	6.45am - 8.30am	M	Kendal Business Group	Meeting	Castle Green Hotel
06/03/20	10.00 - 16.00	DM	KTC	SLDC Local Plan Review	Carus Green
06/03/20	13.45- 16.00	M	St Thomas's Church	World Prayer Day	St Thomas's Church
06/03/2020	18.30 - 24.00	M	KTC	Mayor's Charity Dinner	Carus Green
10/03/2020	14.00 - 15.00	M	Dementia Hub	Social Event for people with Dementia and their carers.	Abbot Hall Social Centre
11/03/2020	6.45 - 8.30am	M	Kendal Integrated Care	Meeting	Enterprise House - Shap Road
13/03/2020	13.30 - 15.00	M	Rotary	Technology Tournament	Kendal Leisure Centre
13/03/2020	18.30 - 21.00	DM	Chamber of Commerce & SLDC	Annual Partners Dinner	Castle Green Hotel



KENDAL TOWN COUNCIL

ANNUAL TOWN ASSEMBLY

MONDAY 6TH APRIL 2020 AT 7.15 - 8.00PM
BINDLOSS ROOM, KENDAL TOWN HALL

AGENDA

1. WELCOME, INTRODUCTION & PRESENTATION OF THE ANNUAL REPORT – THE MAYOR OF KENDAL, CLLR ALVIN FINCH
2. ALLOTMENTS COMMITTEE OVERVIEW – CLLR ALVIN FINCH (CHAIR)
3. CHRISTMAS LIGHTS & FESTIVALS COMMITTEE OVERVIEW – CLLR SHIRLEY EVANS (CHAIR)
4. ENVIRONMENT & HIGHWAYS COMMITTEE OVERVIEW – CLLR JON OWEN (CHAIR)
5. KENDAL IN BLOOM COMMITTEE OVERVIEW – CLLR ANDY BLACKMAN (CHAIR)
6. MAYORALTY & ARTS COMMITTEE OVERVIEW – CLLR ALVIN FINCH (CHAIR)
7. QUESTION TIME – OPPORTUNITY TO ASK ANY QUESTIONS ABOUT THE COUNCIL AND ITS WORK
8. CLOSING REMARKS – THE MAYOR OF KENDAL, CLLR ALVIN FINCH

KENDAL TOWN COUNCIL

Management Committee

**Monday 17th February 2020 at 7.30 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Stephen Coleman (Chair), Geoff Cook (Vice Chair), , Douglas Rathbone (Deputy Mayor), Jonathan Owen, Shirley Evans, and Guy Tirvengadam
- APOLOGIES** Councillors Alvin Finch (Mayor), Andy Blackman and Susanne Long and Liz Richardson (Town Clerk)
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Nicky King (Council Secretary)
- 846/19/20 PUBLIC PARTICIPATION**
- None.
- 847/19/20 DECLARATIONS OF INTEREST**
- None.
- 848/19/20 MINUTES OF THE MEETING HELD ON 20TH JANUARY 2020**
- The Chairman presented the minutes of the meeting held on 20th January 2020, which had been approved by full Council on 3rd February 2020. He approved them as a correct record.
- RESOLVED** That the minutes of the meeting of the Committee held on 20th January 2020 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 849/19/20** Minute 748/19/20 – New Inn Public House Asset of Community Value
Members requested an update from the Town Clerk following her meeting with the owner of the New Inn.
- RESOLVED** Town Clerk to update in respect of the New Inn Public House (Asset of Community Value).
- 850/19/20** Minute 748/19/20 – Kendal WW1 Remembrance Trail Memorial
Members agreed to discuss this at the next meeting.
- RESOLVED** Kendal WW1 Remembrance Trail Memorial to be discussed at the next meeting.
- 851/19/20** Minute 750/19 – Armed Forces Events
Brian Harrison from BID had attended a recent meeting of the Mayoralty & Arts Committee to update on plans for Armed Forces events. Clive Sumpter from the Royal British Legion had also attended. BID will be holding another Armed Forces Day similar to last year with elements to celebrate VE Day, VJ Day etc. Clive Sumpter is working on arrangements for VE Day celebrations in May.

There will be a War Memorial evening event on Friday 8th and a Church service parade on Sunday 10th May. In addition there will be two community events taking place; The Fellside Forum are organising a celebration on Fellside and there will be an event at the Cricket Club.

Whilst KTC are not directly involved in VE Day events, the Town Clerk will organise a road closure order for the War Memorial evening event and Church service parade. The Chair commented that KTC insurers would need to be informed. Update to be requested from the Town Clerk for the next meeting.

VJ Day is in August and plans are yet to be finalised in this respect.

RESOLVED

Town Clerk to update on arrangements for Armed Forces events.

852/19/20

Minute 751/19/20 – Policy for Co-option of a Councillor

Councillor Owen queried the timeframe for co-option. The Chair advised that the Co-option policy had been approved by Full Council at the meeting held on 3rd February. Approval had also been granted to commence the co-option process for Strickland Ward and the window is now open for applications.

853/19/20

Minute 752/19/20 – CCTV Camera for Gooseholme

The Town Clerk has signed the Funding Agreement and KTC have now received the grant from SLDC. The grant from the PCC is still awaited.

854/19/20

URGENT ITEMS OF BUSINESS

None.

855/19/20

REPORT ON WORK PROGRAMME

Janine Holt presented the report on project progress for February 2020 prepared by the Town Clerk. The following items were highlighted:

Staffing – the Project Manager has now returned to work from Maternity Leave.

Tree Tub Enhancements – a prototype planter has been created and is to be installed in situ prior to project being commissioned.

Ivy Screening – Councillor Owen commented that it was good to see this project progressing.

Ski Club Access to Kendal Castle – Councillor Cook raised the need for work to the pathway at the bottom of the Castle by the cemetery. This path is very muddy (even during dry spells) and needs flagging up for improvement works. Ownership of the path needs to be established. Councillor Owen asked that this be raised with SLDC on his behalf and he will highlight the issue.

Christmas Lights – there is a problem with the infrastructure and a date is awaited for a review meeting with the contractor. The junction box near McDonalds is an immediate priority. There will be some investment required to rectify the problems identified.

Oxenholme Defib – Councillor Rathbone updated Members on progress. KTC will take on ownership of the phone box in which the defib will be housed following the imminent closure of the Post Office. BT will pay for electricity for the next 7 years. The timescale will not meet the closure of the Post Office as KTC are not yet in a position to take on ownership. The defib will be put into storage in the meantime. Members noted that the provision of a defib will continue, however it is likely there will be a gap in service. The need to ensure emergency services are aware that the Oxenholme defib will be out of action was highlighted. The Chair suggested that the Town Clerk action a press release.

It was pointed out that Oxenholme and Natland first responders approached the Environment & Highways Committee initially and further requests to house defibs in unused phone boxes may be received.

Allotments – the ongoing issue of anti-social behaviour on Castle Hags Ext has been discussed with the police. A dedicated officer is to assess the area and produce a report with recommendations to help alleviate current issues.

Citizens Jury – it was noted that funding raised currently stands at around 60% of the target. The Citizens Jury will run until 3rd March. All money raised will be retained (regardless of whether the target is met).

RESOLVED

That the Town Clerk action a Press Release in respect of the Oxenholme defib. Emergency services to be made aware that it will be out of action.

856/19/20**SOCIAL MEDIA UPDATE**

Councillor Rathbone agreed to take the lead on this project and will update Members at the next meeting.

RESOLVED

That Councillor Rathbone take the lead on this project and update Members at the next meeting.

857/19/20**HIGH STREETS TASK FORCE UPDATE**

The first session of the High Streets Task Force is scheduled to be held on 19th March. The Project Manager will attend as KTC representative. The Town Clerk has discussed the Committee's desire for a press release with Matt Williams, Senior Specialist (Economy & Culture) at SLDC. He will draft a press release and liaise with the Town Clerk prior to its release.

858/19/20**REFURBISHMENT OF THE TOWN HALL UPDATE**

The Town Clerk has met with Sion Thomas of SLDC. The final decision as to whether or not to proceed with the refurbishment work will be made by SLDC by the end of March. Work is scheduled to take place from the beginning of June until October. KTC Officers will pack up the KTC office w/c 25th May and move into interim office accommodation the week after (location to be confirmed). Storage of Mayor's Parlour and Heritage items are still being considered. The Town Clerk is meeting with Sion Thomas on a monthly basis and will provide updates. Permanent office accommodation should be available in April 2021.

It was noted that Community Groups would not be able to use the Town Hall during the refurbishment period.

The Chair asked that the Town Clerk provide an update in respect of arrangements for Torchlight and location of Council and Committee meetings during the works.

RESOLVED

Town Clerk to provide an update at the next meeting.

859/19/20**UPDATE ON ANNUAL REPORT AND ANNUAL TOWN ASSEMBLY**

Members considered the draft Agenda which had been circulated prior to the meeting. It was noted that the Town Treasurer will stand in for the Town Clerk during the Annual Town Assembly. The agenda will be finalised next week and go to print at the end of February.

860/19/20**ANNUAL SLDC OVERVIEW & SCRUTINY REQUEST**

Each year the SLDC Overview and Scrutiny Committee sets an annual work programme to ensure Committee is able to focus on those areas likely to add the most value to the work of the Council. KTC have been invited to propose topics for the following year's work programme based upon strategic issues faced by the Council or the South Lakeland area.

Councillor Owen suggested that the issue of air quality be proposed in respect of concerns over air quality in Kendal town and whether the air quality management area needs to be extended geographically. He also raised the issue of particulate matter and asked whether SLDC could monitor PM2.5 readings.

Committee agreed this topic should be proposed to the Overview & Scrutiny Committee. It was noted that the deadline is Friday 21st March 2020.

RESOLVED

That the issue of air quality management be proposed as a topic for consideration by the SLDC Overview & Scrutiny Committee.

861/19/20 REQUEST FOR COMMENT ON ASSET OF COMMUNITY VALUE NOMINATION – THE CASTLE INN

Members were asked to comment on a nomination by a recently formed unincorporated body, named Castle Inn Kendal Open for the Future (CIKOFF), for the Castle Inn to be registered as an asset of community value. It was noted that the Town Clerk had requested a copy of the application form but SLDC advised they are not able to share it whilst the assessment is underway.

A general discussion ensued. Whilst members were inclined to support the Castle Inn being a community asset, there was a general concern that an eyesore might be created by an empty building and it was suggested that a timescale should be attached.

The Chair proposed that Committee support the nomination provided a timescale of 6 months be attached. This was seconded by Councillor Owen and carried unanimously.

RESOLVED That Committee support the nomination for the Castle Inn to be registered as an asset of community value, provided a timescale of 6 months be attached.

862/19/20 ITEMS FOR THE NEWSLETTER

Summer edition:

- Town Hall refurbishment – arrangements for events and location of meetings etc.
- Citizen's Jury update.

863/19/20 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Coleman and seconded by Councillor Evans to move to Part II, this was carried unanimously.

RESOLVED That the press and public be excluded for the following items of business.

Part II

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following reports were excluded from inspection by members of the public as they contain exempt information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:-

Information relating to any individual [*Paragraph 1*]

STAFFING MATTERS [*Paragraph 1*]**864/19/20 Update on KTC Staffing Structure Project**

The Chair reported on initial recommendations from the working group as follows:

1. That Management Committee composition be amended to include Vice Chairs of Committees as substitute members in the absence of the Chair for a particular meeting.
2. That financial reporting, delegated authorities and sign-offs be reviewed with the aim of reducing bureaucracy.
3. That Committees be given greater delegated powers, such as approval of their own minutes and specific authority for action. Identify delegation from Full Council to each Committee and delegation to Council Officers.
4. Take Committee Minutes and questions arising therefrom en-block at Full Council.
5. Consider making Full Council and Management Committee bi monthly (alternating each month).
6. Consider ways of reducing Committee workloads. Consult Committee chairs and officers. Promote Task & Finish groups to reduce workload of each Committee.
7. Align grants policy with the Council's strategic objectives, including climate change and biodiversity.
8. Clarify the role of senior councillors including the Mayor, Deputy Mayor and Chair of Management Committee in directing the affairs of the Council.
9. Need to encourage all Committee Chairs and Vice Chairs to undertake Chairs training as essential training for the role. Encourage aspiring chairs to undertake Chairs training.
10. Make standing to speak at Council optional. But ensure that the Chair makes it clear who is speaking whenever members of the public are present.

The key points have been discussed with the Town Clerk who is considering practicalities. The Chair reiterated that the aim is to ensure greater efficiency and effectiveness of KTC in order to free up Officer time and have capacity to support task and finish groups and external projects.

865/19/20

READMISSION OF PRESS AND PUBLIC

It was proposed by Councillor Coleman to re-admit the press and public. This was seconded by Councillor Rathbone and carried unanimously.

RESOLVED

that the press and public be re-admitted for the remainder of the meeting (none were present).

866/19/20

ANY OTHER BUSINESS

None.

The meeting closed at 8.25pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
849	New Inn Public House - Asset of Community Value	RES	Town Clerk to update in respect of the New Inn Public House (Asset of Community Value).
850	Kendal WW1 Remembrance Trail Memorial	RES	Kendal WW1 Remembrance Trail Memorial to be discussed at the next meeting.
851	Armed Forces Events	RES	Town Clerk to update on arrangements for Armed Forces events.
855	Oxenholme Defib	RES	That the Town Clerk action a Press Release in respect of the Oxenholme defib. Emergency services to be made aware that it will be out of action.
856	Social Media	RES	That Councillor Rathbone take the lead on this project and update Members at the next meeting.
858	Refurbishment of the Town Hall	RES	Town Clerk to provide an update at the next meeting.
860	SLDC Overview & Scrutiny Request	RES	That the issue of air quality management be proposed as a topic for consideration by the SLDC Overview & Scrutiny Committee.
861	The Castle Inn – Asset of Community Value	RES	That Committee support the nomination for the Castle Inn to be registered as an asset of community value, provided a timescale of 6 months be attached.

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.

KENDAL TOWN COUNCIL

Kendal in Bloom Committee

**Tuesday 28th January 2020 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Andy Blackman (Chair), Richard Sutton (Vice Chair), and Chris Rowley
Co-opted: Tom (Horticare) and Brian Harrison.
- APOLOGIES** Councillor Adam Edwards, Mandy Nicholson and Lynne Oldham
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Pierre Labat (Townscape Manager)
- 774/19/20 PUBLIC PARTICIPATION**
None
- 775/19/20 DECLARATIONS OF INTEREST**
None
- 776/19/20 MINUTES OF THE MEETING HELD ON 29TH OCTOBER 2019**
The Chairman presented the minutes of the meeting held on 29th October 2019, which had been approved by full Council on 2nd December 2019.
- RESOLVED** That the minutes of the meeting of the Committee held on 29th October 2019 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 777/19/20 (500/19/20) Presentation by Ghyllside Residents**
Janine Holt contacted the residents on 6.11.19 and informed them that a clear indication from Highways on the location of the planters was needed before any funding decision was made. It was agreed that Janine Holt should make contact with them to ascertain if they had made any progress with Highways, it was noted that there was still some community funds available in the budget and if they have permission to site the planters, the Committee would allocate some support funding.
- RESOLVED** Janine Holt to contact Ghyllside residents for an update on the project.
- 778/19/20 503/19/20 Kendal in Bloom**
Janine Holt confirmed that that Town Hall had been booked for 12th November for the KIB Awards Ceremony
Janine Holt confirmed she had liaised with the Project Manager about the bus station being a possible location for the experimental ivy.
Janine Holt confirmed she had liaised with Cllr Ladhams

779/19/20**Tree Planter Cladding**

The Chairman reported that the project is progressing. The Project Manager has sourced a sample planter that will be delivered to the contractor in Penrith for them to develop a prototype. The Environment and Highways Committee are leading on this project.

780/19/20**512/19/20 Natural Heritage Project**

Janine Holt confirmed she had met with the project lead Terry Parr and Toni Yates on 15th January. Terry Parr reassured her that the planter at Kirkland would have some more interest in the Spring and it was agreed to monitor this for the remainder of the year. The planters will be assessed at the end of the year in preparation for the possible Britain and Bloom judging in 2021.

RESOLVED

Janine Holt will continue to monitor the project.

781/19/20**511/19/20**

The Chairman informed the group that the development fund of £6000 has now been reduced to £2000 because we are not representing Cumbria in the Britain in Bloom competition.

782/19/20**KENDAL IN BLOOM AND CUMBRIA IN BLOOM COMPETITIONS 2020****Civic Planting**

Pierre Labat showed the members a visual of the proposed planting, inclusion of my sustainable plants with a reduced number of annuals. The Committee approved the modified planting style.

Kendal in Bloom Initiative - Development of a Nature Trail

The Chairman provided an update. The meeting took place before Christmas and Jamie Normington from Cumbria Wildlife Trust was also present. The outcome of the meeting was to create a Kendal nature trail, joining up a lot of the nature environments in Kendal. The draft route was shared with members. The route links greenspaces, woodlands, and natural habitats and recognises the biodiversity that already exists within the Town. The concept was well received by the members and they all agreed that they would like to see it developed as a long term project. It is hoped that it will have a degree of permanence with the development of an app.

Councillor Chris Rowley explained that the Environment Agency have proposals for planting schemes all along the river. The North of the town has an area designated as a wet land and he suggested this would be worth trying to incorporate into the nature trail.

The Chairman also explained about the 'Lost Words' initiative and how many words relating to nature have been removed from the Junior Oxford dictionary. It was suggested that the Schools Challenge should focus on the 'Lost Words' and the Committee agreed to develop a schools project with a focus on the lost words.

Cumbria in Bloom Committee Meeting

Councillor Richard Sutton informed the group that he had attended a Cumbria in Bloom Committee meeting in October and had agreed to be the representative for Kendal Town council on that Committee.

Edible Planter at Nobles Rest

Councillor Rowley informed the group that he had a volunteer to maintain the planters at Nobles Rest for the forthcoming year. He requested a small amount of funding to cover the costs of plants. The Committee agreed to £60.00 being allocated from the budget.

Great British Spring Clean

The Chairman reported that the Great British Spring Clean starts on the 20th March – 13th April 2020 and he suggested that members considered organising some litter picks.

- A town centre litter pick will take place at 10.00am on 4th April meeting at Fantastic Kendal on Finkle Street.
- A northern town will take place on 29th March

It was also highlighted that an ex-mayor (David Birkett) collects litter in his own time and has kept a record of the amount of litter he has collected over the years. The Chairman would like to acknowledge his dedication with a certificate of appreciation later in the year when they are issued.

Pierre Labat currently co-ordinates the litter pick equipment, during his absence, Janine Holt will be the point of contact. It was agreed that Pierre Labat would check the equipment before he finishes and report to Janine Holt if any replacement equipment is required.

RESOLVED The Committee have agreed to develop a Nature Trail around Kendal.

RESOLVED The schools challenge would focus on the 'Lost Words' Pierre Labat will check the litter pick equipment. The Committee have agreed to replace any damaged equipment out of this year's budget.

RESOLVED A series of litter picks will be arranged during the Great British Spring Clean initiative.

783/19/20

PLANTING AT BRIARRIGG

Councillor C Rowley provided an update on his visit with the resident from Briarigg. The gentleman is very knowledgeable and has transformed the area. He has kept a visual log of the transformation through the seasons which Councillor Rowley viewed. He does appear to be undertaking this initiative on his own but the local community are supportive. He would like to use the funds to plant more native bluebells, keeping the environment very natural. This is an excellent example of what someone can do and it should feature in the KIB portfolio. Councillor Rowley asked if we could approach this gentleman to see if he would share his expertise if the need arose. The Committee members agreed to support his request of £300 to purchase more bulbs.

RESOLVED The Committee agreed to support funding of £300 for bulbs in the Briarigg area.

784/19/20

SOCIAL MEDIA SITE FOR KENDAL IN BLOOM

The Chairman reported that this had been raised at a Management Committee meeting. The members agreed to explore the potential

for a Facebook page but it was imperative that the privacy and the group setting are correctly set up. Brian Harrison suggested that Simon Thomas former BID Chairman would be a good contact to help with the set up. Councillor Andy Blackman proposed that we explore the potential for showcasing and promoting KIB via social media, this was seconded by Councillor Chris Rowley and carried unanimously.

RESOLVED

That the Committee would explore the possibility of a Facebook page

785/19/20**POLLINATOR PROJECT FINAL REPORT**

Councillor Chris Rowley provided a summary of the findings contained within the report. Over 700 children were involved in the project over the 3 year period. It was acknowledged that choice of location did constrain the project. Red clover was present at each site. Also the report provided evidence that less fertile land was beneficial to growth of wild flowers.

The final project was an arts project with the schools which culminated in the development of mobile boards. Janine Holt asked whether these could be available at the presentation on the Cumbria in Bloom judging day and at the Kendal in Bloom awards ceremony. Councillor Rowley confirmed he would investigate this request and report back to Janine Holt. A copy of the report will be included in the portfolio.

Following on from the findings, Councillor Rowley put forward a proposal that we ask the planning committee to request that on large building projects some land is cleared/scrapped of, thereby reducing the fertility of the soil to provide a suitable area for wild flower planting to thrive. Councillor Richard Sutton seconded this proposal and it was carried unanimously.

RESOLVED

That the planning committee comment on large building projects to request that some land is cleared/scrapped off thereby reducing the fertility of the soil to provide a suitable area for wild flower planting to thrive.

786/19/20**ITEMS FOR THE NEWSLETTER****Summer**

Advertise social media link

Autumn/Winter

Nature walk and KIB presentation evening

787/19/20**REVIEW OF SPEND AGAINST BUDGET 2019/20**

Members considered the Financial Statement as at the end of December 2019.

RESOLVED

The members noted the contents of the Financial Statement as at the end of December 2019 and agreed to the following spend:

Community Projects-

- Briarigg Area Planting – £300
- Nobles Rest Edible Planters– £60
- Natural Heritage Trail - purchase of robust signage for each planter(cost to be confirmed)
- Replace any damaged litter picking equipment (cost to be confirmed)
- Provide planters for Ghyllside residents (cost to be confirmed)

Installation and Maintenance

- Purchase replacement compost - £496

Kendal in Bloom Competition

- Purchase gift cards

788/19/20

ANY OTHER BUSINESS

None

789/19/20

DATE OF THE NEXT MEETING

That the next meeting will be held on Tuesday 14th April 2020 at 7.00 pm.

The meeting closed at 8.30 pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
777	Presentation by Ghyllside Residents	RES	Janine Holt to contact Ghyllside residents for an update on the project
780	Natural Heritage Project	RES	Janine Holt will continue to monitor the project.
782	Kendal in Bloom and Cumbria in Bloom Competitions 2020	RES	<ol style="list-style-type: none"> 1. The Committee have agreed to develop a Nature Trail around Kendal. 2. The schools challenge would focus on the 'Lost Words' 3. Pierre Labat will check the litter pick equipment. The Committee have agreed to replace any damaged equipment out of this year's budget. 4. A series of litter picks will be arranged during the Great British Spring Clean initiative.
783	Planting at Briarigg	RES	The Committee agreed to support funding of £300 for bulbs in the Briarigg area.
784	Social Media Site for Kendal in Bloom	RES	That the Committee would explore the possibility of a Facebook page
785	Pollinator Project Final Report	RES	That the planning committee comment on large building projects to request that some land is cleared/scrapped off thereby reducing the fertility of the soil to provide a suitable area for wild flower planting to thrive.
786	Review of Spend Against Budget 2019/20	RES	<p>The members noted the contents of the Financial Statement as at the end of December 2019 and agreed to the following spend:</p> <p>Community Projects-</p> <ul style="list-style-type: none"> • Briarigg Area Planting – £300 • Nobles Rest Edible Planters– £60 • Natural Heritage Trail - purchase of robust signage for each planter(cost to be confirmed) • Replace any damaged litter picking equipment (cost to be confirmed) • Provide planters for Ghyllside residents (cost to be confirmed) <p>Installation and Maintenance</p> <ul style="list-style-type: none"> • Purchase replacement compost - £496 <p>Kendal in Bloom Competition</p> <ul style="list-style-type: none"> • Purchase gift cards

KENDAL TOWN COUNCIL

Planning Committee

Monday 3rd February 2020 at 6.30 p.m.

in the SLDC Chairman's Room the Town Hall, Kendal

- PRESENT** Councillors Douglas Rathbone (Chair & Deputy Mayor), Jonathan Cornthwaite (Vice Chair), Michele Miles, Helen Ladhams and Graham Vincent
- APOLOGIES** Councillors Dave Miles, Pat Gibson and Chris Rowley.
- OFFICERS** Rose Tideswell (Temporary Council Secretary)
- 790/19/20 PUBLIC PARTICIPATION**
- None
- 791/19/20 DECLARATIONS OF INTEREST**
- Councillor Rathbone declared an interest in planning application No. 2. Land West of Oxenholme Road, as he is the District councillor for that area.
- 792/19/20 MINUTES OF MEETING HELD ON 20th January 2020**
- Members considered the minutes of the Committee meeting held on 20th January 2020.
- Councillor J. Cornthwaite proposed that the minutes be accepted as a correct record. This was seconded by Councillor G. Vincent and carried unanimously.
- RESOLVED** That the minutes of the meeting held on 20th January 2020 be accepted as a correct record, and signed by the Chair.
- 793/19/20 MATTERS ARISING NOT ON THE AGENDA**
- None
- 794/19/20 KENDAL TOWN COUNCIL FLOOD RELIEF SCHEME WORKING GROUP**
- The committee noted the report from the Kendal Town Council Flood Relief Scheme Working Group Councillor J. Cornthwaite also informed the committee that the working group had a site visit to Aynam Road on Sunday 26th January to look at practicalities. There is no date set for the next meeting. .
- 795/19/20 ANY OTHER BUSINESS**
- None

796/19/20

PLANNING APPLICATIONS

Members considered Planning Applications submitted for consultation purposes by the local planning authority, South Lakeland District Council.

RESOLVED

That having considered the applications outlined in the schedule, the recommendations in Appendix I attached to these minutes be made to South Lakeland District Council.

The meeting ended at 7.05 p.m.

Signed

Dated

Applications for Planning Committee: 3rd February 2020

Appendix 1

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA 1038	3 Bolefoot, Oxenholme, Kendal First floor rear extension	05.02.2020	No material objections Provided there is no overshadowing or loss of privacy for neighbouring residents.
2	FPA 0011	Land West of Oxenholme Road, Kendal Erection of 49 dwellings (Phases 3 and 4) (resubmission of SL/2016/0988)	05.02.2020	Objections See notes below
3	FPA 0892	South View Cottage, South View Lane, Kendal Erection of detached dwelling, two storey extension to existing dwelling and creation of vehicular access	05.02.2020	Objections See notes below

Item 2) FPA [0011](#): - Land West of Oxenholme Road, Kendal

Erection of 49 dwellings (Phases 3 and 4) (resubmission of SL/2016/0988)

Comments: - The Committee drew attention to issues from the previous version of the same application reference, which it had previously raised in October 2018. Issues such as house orientation, size and especially that of drainage. Prior to permission being given the lead flood authority Cumbria County Council and the Environment Agency's concerns need to be properly addressed. Please ensure previous and current remarks from residents are fully taken into account. Comments have been received by from residents regarding on site works, noise and vehicle movement outside permitted hours of activity, which Enforcement should be made aware of.

Item 3) FPA [0892](#): - South View Cottage, South View Lane, Kendal

Erection of detached dwelling, two-storey extension to existing dwelling and creation of vehicular access.

Comments: - The Committee did not feel that the issues raised in its previous objections have been sufficiently addressed or answered. The Committee repeats the comments made previously, and full consideration should be taken of the neighbours' responses. Until these are properly addressed it cannot support this application, especially owing to the inappropriate scale of development.

Previous Objections 2nd December 2019: The committee concurred with the main points of the neighbour at three West Grove's response. The committee is also of the view is that this is a suburban application with a rural curtilage. The building of two resulting properties of such a size

does not conform to the aims of the Local Development Plan. The committee felt that local needs are for smaller properties. The committee therefore objects to the plans that have been submitted.

KENDAL TOWN COUNCIL

Planning Committee

Monday 17th February 2020 at 6.30 p.m.
in the SLDC Chairman's Room, the Town Hall, Kendal

PRESENT Councillors Douglas Rathbone (Chair & Deputy Mayor), Jonathan Cornthwaite (Vice Chair), Dave Miles, Michele Miles, Pat Gibson, Helen Ladhams, Chris Rowley and Graham Vincent

APOLOGIES None

OFFICERS Nicola King (Council Secretary)

837/19/20 PUBLIC PARTICIPATION

The Chair reported that he had received representation via email from Councillor Stephen Coleman in respect of planning application reference SL/2020/0061, Library Road Car Park, Library Road, Kendal.

Councillor Coleman fully supported the application to create a new pedestrian entrance and path to Noble's Rest stating:

"The creation of new pedestrian entrance and path to Noble's Rest in this location is long overdue. It will open up this beautiful area to visitors and locals that will not have known of its existence. The works done on the paths, drainage and the central bed by the Friends of Nobles Rest, make this a truly enjoyable spot".

838/19/20 DECLARATIONS OF INTEREST

The following declarations of interest were made:

- Councillor Rathbone - The United Reformed Church, Highgate, Kendal. He left the room for this item and took no part in the discussion.
- Councillors D Miles and M Miles – 31 Anchorite Road, Kendal
- Councillors Cornthwaite and Gibson – Library Road Car Park, Library Road, Kendal. Councillor Cornthwaite had raised the initial suggestion to the Environment & Highways Committee. Councillor Gibson is a member of the Fellside Forum.

839/19/20 MINUTES OF MEETING HELD ON 3RD FEBRUARY 2020

Members considered the minutes of the Committee meeting held on 3rd February 2020.

Councillor Ladhams proposed that the minutes be accepted as a correct record. This was seconded by Councillor Vincent and carried unanimously.

RESOLVED That the minutes of the meeting held on 3rd February 2020 be accepted as a correct record, and signed by the Chair.

840/19/20 MATTERS ARISING

None.

841/19/20 KENDAL TOWN COUNCIL FLOOD RELIEF SCHEME WORKING GROUP

There was no business to report as the working group has not met since the last Planning Committee meeting.

842/19/20 SLDC PLANNING APPLICATION REF SL/2019/0602 – LAND NORTH OF LAUREL GARDENS

The SLDC Planning Officer dealing with this application had been in contact to inform of changes agreed post viability assessment and to ask whether Committee wished to make any further comments.

The Chair continued to highlight comments previously made by the Committee in respect of solar panels, self-build and the fact there are no electric car chargers.

Committee felt the issues previously raised have not been answered to Committee's satisfaction given the Committee's knowledge. They acknowledge the independent assessment and feel SLDC should look at tightening up its criteria to ensure a greater likelihood of achieving its strategic aim re affordable housing. This is especially by means of the Local Plan, which is currently looking to receive representations. Given the S106 figure of under £12k per unit the Committee strongly suggests the future Local Plan should increasingly factor in strategic/services planning costs of any development of this size. The Committee does not feel that this return is adequate.

Whilst discussing the S106 Agreement Members raised concern regarding the impact the development would potentially have on the number of children attending Burneside school. It was agreed this required consideration and Committee's comments should be forwarded to Councillor Brook.

The Committee also discussed the problem under current rules, and highlighted here, of any high land purchase price leading to a reduced developers' margin and so an inability of councils to strongly require the strategic affordable housing percentage. This could equally reduce any developer's incentive to negotiate down a land purchase price in the future.

Committee trust the SLDC Planning Committee will look at drainage issues in depth in light of previous comments made by this Committee and residents.

RESOLVED

That Committee's comments regarding S106 Agreement be forwarded to Councillor Brook.

ANY OTHER BUSINESS

843/19/20

South Lakeland Local Plan Review – Stakeholder Launch

The launch will be held at Carus Green Golf Club on Friday 6th March 2020 from 10am-4pm. The Chair advised that KTC have been invited to send one representative to join Councillor Brook, South Lakeland’s Deputy Leader and Housing and Innovation Portfolio Holder, to the Local Plan briefing. Local Plan pre-submission representations will be open from 8th April to 3rd June. The Chair will forward details of the launch event to all Members.

844/19/20

Kendal Swifts

Councillor Gibson informed Members that Kendal Swifts would be making a presentation to the Fellside Forum on Tuesday 10th March at Fellside Methodist Church at 7.30pm. The presentation is open to anybody to attend. Councillor Gibson will forward details to all Members.

RESOLVED

1. Councillor Rathbone to forward details of the South Lakeland Local Plan Stakeholder Launch to all Committee Members.
2. Councillor Gibson to forward details of the presentation by Kendal Swifts to the Fellside Forum to all Committee Members.

845/19/20

PLANNING APPLICATIONS

Members considered Planning Applications submitted for consultation purposes by the local planning authority, South Lakeland District Council.

RESOLVED

That having considered the applications outlined in the schedule, the recommendations in Appendix I attached to these minutes be made to South Lakeland District Council.

The meeting ended at 7.25pm

Signed

Dated

No.	App No./ Type	Address/ Proposed Development	Comments To SLDC	Observations/ Recommendations
1	FPA 0031 & 0032	The United Reformed Church, Highgate, Kendal Conversion of a Church (Use Class D1) to a single dwelling (Use Class C3) including demolition of rear hall to create garden	19.02.2020	No objections Provided comment from neighbour at 7 Marvic Court re overlooking is taken into consideration.
2	FPA 0035	54 Greenside, Kendal Demolition of outbuilding, proposed single storey rear & side extensions along with internal alterations	19.02.2020	No objections Committee commented positively on the use of materials.
3	FPA 0030	31 Anchorite Road, Kendal Subdivision of house to create two self- contained dwellings	24.02.2020	No objections Subject to current Building Regulations
4	FPA 0036	3 Dunmail Drive, Kendal Retention of dwelling house used as a House in Multiple Occupation (HMO) and two studio apartments	24.02.2020	Objections See comments below.
5	FPA 0053	Westmorland General Hospital, Burton Road, Kendal Front dormer	24.02.2020	No objections
6	FPA 0041	28 Stonecross Road, Kendal Front porch extension, side extension to garage and pitched roof over garage to replace existing flat roof	24.02.2020	No objections Provided there are no adverse comments from neighbours
7	FPA 0044	Edenstones, 146 Valley Drive, Kendal Extend the depth of the bay window and create a new entrance lobby	24.02.2020	No objections
8	FPA 0061	Library Road Car Park, Library Road, Kendal Creation of new pedestrian entrance and path to Noble's Rest	28.02.2020	No objections Committee welcome wholeheartedly

Item 4 – FPA 0036 – 3 Dunmail Drive, Kendal

Committee would draw attention to and support the neighbours' comments re parking. There is no room for manoeuvrability in additional parking given the proximity to Heron Hill School, which results in twice daily illegal parking of which the police are already aware. Committee also raised objections under loss of privacy and disturbance reasons.

KENDAL TOWN COUNCIL

Mayoralty & Arts Committee

**Monday 10th February 2020 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Alvin Finch (Chair & Mayor), Geoff Cook, Jonathan Brook and Richard Sutton.
- APOLOGIES** Councillors Pat Gibson, Chris Hogg, Julia Dunlop and Guy Tirvengadam.
- OFFICERS** Liz Richardson (Town Clerk), Simon Unsworth (Mayor's Attendant & Project Officer) and Nicky King (Council Secretary)
- Also present were, Brian Harrison from Kendal BID and Clive Sumpter from the Royal British Legion.
- 818/19/20 WELCOME AND ELECTION OF VICE CHAIR**
- The Chair welcomed Councillor Cook as a new Member of the Committee.
- He advised that Councillor C Hogg had indicated his willingness to take up the position of Vice Chair and proposed he be elected. This was seconded by Councillor Brook and carried unanimously.
- RESOLVED** That Councillor C Hogg be elected as Vice Chair of the Mayoralty & Arts Committee.
- 819/19/20 PUBLIC PARTICIPATION**
- None.
- 820/19/20 DECLARATIONS OF INTEREST**
- None.
- 821/19/20 MINUTES OF THE MEETING HELD ON 11TH NOVEMBER 2019**
- The Chairman presented the minutes of the meeting held on 11th November 2019, which had been approved by full Council on 2nd December 2019.
- The Chair proposed that the minutes be accepted as a correct record. This was seconded by Councillor Brook and carried with 1 abstention.
- RESOLVED** That the minutes of the meeting of the Committee held on 11th November 2019 be accepted as a correct record.
- 822/19/20 MATTERS ARISING (Not on Agenda)**
- None.

823/19/20**INFORMATION ON ARMED FORCES EVENTS 2020 – VE, VJ, BATTLE OF BRITAIN 80TH CELEBRATIONS AND ARMED FORCES DAY BY BRIAN HARRISON, CHAIR OF BID AND CLIVE SUMPTER, ROYAL BRITISH LEGION**

Brian Harrison updated Members on the BID's plans for anniversary celebrations. Since September, BID have been organising another Armed Forces Day with elements to celebrate VE Day, VJ Day etc. He referred to a brief outlining the content of the event, which had been circulated previously. BID have permission to show an International Air Tattoo DVD which includes a Battle of Britain tribute. It is proposed to show this on Armed Forces Day at the Fleece Inn cinema.

The Town Clerk noted that KTC currently have no event diarised for VJ Day. Brian Harrison felt this anniversary should be acknowledged and celebrated in some way.

Members were referred to a letter received from Jeremy Lawton, Officer Commanding Base Support Squadron from Royal Air Force Spadeadam, in respect of the Royal Air Force Battle of Britain 80th Anniversary. The Town Clerk asked Brian Harrison to incorporate elements of the Battle of Britain 80th anniversary into the BID's proposals. Brian Harrison responded that the Air Tattoo would form part of this plus involvement of the Cadets and displays

Clive Sumpter provided an update in respect of the Royal British Legion's plans for VE Day celebrations. Previously on Friday 8th May it had been proposed to hold a small War Memorial service and erect a marquee in the Market Place for a celebration event in the evening. The Fellside Forum were also planning and holding an afternoon event of their own on Fellside. However, he explained that there had recently been a new development. He had been contacted by the manageress of the Cricket Club in Kendal who wished to be involved. She had put forward a suggestion for a celebratory event at the Cricket Club on the 8th May to include a cricket match, entertainment, pie and peas etc. This event would be open to everyone to attend and would also be in the afternoon. Clive Sumpter explained this would enable the Royal British Legion to concentrate on the War Memorial evening event rather than erecting a marquee in the Market Place and the event could be expanded to include children reading roles of honour, additional wreath laying from schools etc. There was also the proposed Church Service on Sunday 10th May with an associated parade. He asked whether there was any way of temporarily erecting a flag pole at the War Memorial for the 8th May event in order to lower the Union flag. He advised that the Sea Cadets have a small one which could be used but this would need scaffolding up. Another option was to use the hole where the Christmas tree is placed at the other end of Market Place. These and other options were discussed and Clive Sumpter will research this further.

The Town Clerk remarked that a road closure order would be necessary for the War Memorial evening event and the Church service parade. Clive Sumpter advised the proposal was to start and

form up the drum head ready for the event to commence at 6.55pm with the Town Crier's Cry. It is expected to last around an hour. The Town Clerk will arrange the road closure earlier in order to allow for any set up and carry out preparations for the event. It was noted that the road closure would need to be advertised in the Westmorland Gazette. She will try to get a joint road closure for the two events so as to minimise costs.

On Friday 8th May there will also be a Nations Toast held at The Rifleman's Arms at 3pm (part of the Fellside event) to which the Mayor and Town Crier have been invited. Veterans are more likely to be at the Cricket Club.

On Sunday 10th May at around 10am there will be a march from the Market Place to the Parish Church for a 10.30am service (time to be confirmed). This will be much the same as the one for Remembrance Sunday. There will then be a march returning to the Market Place with a salute at the Town Hall. It is hoped children will attend to represent the schools. It was agreed to open the Mayor's Parlour for drinks afterwards for VIP's, Lord Lieutenant and Councillors etc.

Clive Sumpter referred to funding of £1,500 which had been granted by KTC. As it is not now intended to erect a marquee there will be a cost saving and he asked whether Members would be agreeable to the remaining funds being used to provide entertainment at both the Fellside and Cricket Club events. The Town Clerk advised that assuming only one road closure notice was required at a cost in the region of £500, this would leave approximately £1,000. Members were in agreement and a general discussion ensued regarding options for bands including Kendal Concert Band, K Shoes Male Voice Choir etc. It was noted that Kendal Concert Band have a requirement to perform undercover and Clive Sumpter was offered use of the KTC gazebo if required.

The Town Clerk advised that the police would need to be involved. She informed Members that Inspector Latham has now moved to a new position with the force and Inspector J Fawcett has taken up his role. She will contact the new Inspector and arrange a meeting.

Members discussed who should be invited to the Parade and it was agreed the Town Clerk will invite the High Sherriff, Chair of CCC and SLDC. Clive Sumpter will invite the Lord Lieutenant. Councillors will receive an invite from KTC.

The Town Clerk agreed to pass on details of the SLDC contact who would deal with providing turf for the war memorial crosses.

The Town Clerk will reply to Jeremy Lawton from Royal Air Force Spadeadam informing him of the plans to promote the Battle of Britain 80th anniversary in Kendal.

RESOLVED

1. Town Clerk to organise a road closure order for both events and contact Inspector Fawcett to arrange a meeting.

2. Town Clerk to invite the High Sherriff, Chair of CCC and SLDC to the May 10th Parade and Church service. Clive Sumpter to invite the Lord Lieutenant.
3. Town Clerk to reply to Jeremy Lawton from Royal Air Force Spadeadam informing him of the plans to promote the Battle of Britain 80th anniversary in Kendal.

824/19/20**ORDER OF BUSINESS**

The Chair suggested that item 9 on the agenda (Update on War Memorial Works) be taken as the next item whilst Brian Harrison and Clive Sumpter were still present and this was agreed.

825/19/20**UPDATE ON WAR MEMORIAL WORKS**

The Town Clerk provided an update on discussions she had had with a benevolent funder. She had provided details of possible condition survey providers. A Kendal based company had been asked to quote by the funder to include a works specification. Assuming this goes ahead, once received this will be brought to Committee for consideration. Cleaning works will focus on the marble plinth and the plaques. The Tommy Statue will remain as is. Timescale was discussed and Clive Sumpter advised the 100th anniversary of the Royal British Legion is in 2021 and Members agreed it would be good to tie these elements in together.

826/19/20**KTC EXHIBITION 2020**

Simon Unsworth presented an update on the KTC exhibition 2020. To take account of difficulties likely to be caused by the closure of the Town Hall for refurbishment, it was proposed that the exhibition be postponed until 2021. Provisional title to be "Portraiture and Poetry: Celebrating a Kendal Polymath" focusing on the work of William Bowness, artist and poet of Kendal, some of whose paintings are in the KTC collection. Restoration work will be required on various paintings and there will be some expenditure in this respect. Members approved the proposals unanimously.

The Chair proposed that Simon Unsworth and Councillor C Hogg proceed with proposals for a KTC Exhibition to be held in 2021. This was seconded by Councillor Cook and carried unanimously.

RESOLVED

That Simon Unsworth and Councillor C Hogg proceed with proposals for a KTC Exhibition to be held in 2021.

827/19/20**PROPOSAL FOR NEW STORAGE BOXES FOR THE CHARTERS**

Members considered a paper prepared by Simon Unsworth which outlined a number of proposals for new storage boxes for the Charters. A number of charters are held in the Mayor's Parlour, three of which are currently held in protective cardboard boxes. The boxes, custom made a number of years ago, are showing signs of wear and require replacing. An initial quote for a new type of storage box (along the lines of the box recently commissioned to house Katherine Parr's Book of Devotions) is estimated at £400 per box. It was not clear

whether this is just labour/materials/or both. Another possible provider has quoted £700 per charter box. Simon agreed to seek clarification.

It was suggested that the Elizabeth I charter (which is the most commonly moved and shown) be housed in a new box but the other two be left as is for now and their storage upgraded at a future date.

Following a general discussion Councillor Cook proposed that the box for the Elizabeth I charter be replaced first. This was seconded by Councillor Sutton and carried unanimously. Simon Unsworth agreed to email Members once confirmed costs are known (estimated to be between £400-£700). It was noted that the work will need to be completed prior to the closure of the Town Hall in June.

RESOLVED

That the Elizabeth I Charter be housed in a new box. Simon Unsworth to email Members once confirmed costs are known.

828/19/20**K SHOES HERITAGE COLLECTION**

The Town Clerk advised that Councillor Long, as KTC rep to Kendal Futures, has raised the issue of the K Shoes Heritage Collection. The collection is owned by a trust and is currently being stored by Clarks at Street, Somerset since the closure of K Village. Someone from KTC is needed to work with other interested parties led by SLDC to determine next steps and contribute to decisions on where the collection should be stored etc.

KTC have allocated £5k in the FY 2020/21 Development Fund towards consultancy work on cataloguing the collection and storage.

Councillor C Hogg has offered to be involved giving advice and it was suggested that Simon Unsworth would be the best person to act as KTC's interface with SLDC. The Town Clerk will put him in touch with SLDC.

Councillor Cook understood that the Museum of Lakeland Life had been approached to house the collection but they were unable to do so at the present time due to their closure for refurbishment which is expected to take around two years.

RESOLVED

That Simon Unsworth act as KTC's interface with SLDC to determine next steps in respect of the K Shoes Heritage Collection. Town Clerk to put him in touch with SLDC.

829/19/20**REQUEST FROM KENDAL MUSEUM FOR USE OF GRANT MONEY**

KTC have awarded the usual £2,000 grant to Kendal Museum which they intended to use to purchase a display horse. The Museum has since negotiated the loan of a horse from the Leeds Armouries which means some of the grant money remains unspent. Permission has been requested to use the remaining monies to purchase a secure archive case for the William Pearson archive. Councillor Brook

proposed that permission be granted. This was seconded by Councillor Cook and carried unanimously.

RESOLVED

That permission be granted to Kendal Museum to use remaining grant monies to purchase a secure archive case for the William Pearson archive.

830/19/20**UPDATE ON THE MAYOR OF KENDAL'S FUND FOR THE AGED AND INFIRM NAME CHANGE**

The charity Secretary has informed us that the new name has been confirmed by the Charity Commission as the Kendal Charity for the Aged and Infirm.

The Town Clerk has been advised that, in order to collect rents, the new name needs to be registered with the Land Registry. This should be the final item of work required. The charity will operate using the names in tandem in the interim.

831/19/20**KENDAL-RINTELN GRANT APPLICATION FINANCIAL YEAR 2020/21**

At the previous meeting, KTC had encouraged the Kendal-Rinteln Association to apply for a grant so they could specifically utilise the money to promote themselves and obtain more members. The Association had submitted an application which had been circulated. However, Councillor Brook had pointed out that this referred to another use for the grant. The Town Clerk had raised this with KRA and a revised application had been submitted and confirmed the use of the funds. The request was for £500 for the financial year 2020/21 which had been budgeted.

The Town Clerk advised that if Members were in favour of supporting the application, she would like to offer to pay the grant from the current financial year as funds remain in the Twinning budget. All Members were in favour.

Committee were advised that the Rinteln Twinning group have elected a new Chair, Jurgen Watermann. The Town Clerk will write a welcome letter to the new Chair. This will also be reported to the forthcoming Kendal-Rinteln Association meeting on 19th February and likely they will also write to him. The Mayor requested details of the KRA meeting time and location.

RESOLVED

That the Kendal-Rinteln Association be awarded a grant of £500 for the financial year 2020/21, to be paid if possible this financial year from the remaining Twinning budget. The Town Clerk to write a welcome letter to the new Chair of the Rinteln Twinning group and to request further details from the Kendal-Rinteln Association of their meeting on 19th February.

832/19/20**ITEMS FOR THE NEWSLETTER**

Summer edition - VJ Day and proposed work to the Charter storage boxes.

Autumn edition –KTC Exhibition 2021 on William Bowness.

833/19/20

REVIEW OF SPEND AGAINST BUDGET 2019/20

The Town Clerk presented the review of budget against spend for FY 2019/20 which had been previously circulated. She highlighted an overspend in the Civic Functions budget line due to late invoices for the Regimental Parade and the road closure for Mayor's Sunday which had not been budgeted for. There is budget remaining in Mayor's Travel and in Twinning. She commented that there always needs to be a sum of money in the Twinning budget line in case the Mayor of Rinteln should visit requiring hospitality.

Members noted and received the report.

ANY OTHER BUSINESS

834/19/20

Wooden Shields

The Town Clerk mentioned the wooden shields held by KTC and advised that there is only one left. She suggested more be ordered and talked about how these could be improved, including incorporating a brass plaque to enable bespoke engraving. She suggested one could be presented to the winner of the Wainwright Award each year and they could also be presented to people nominated for a special award from the Mayor. The cost is approximately £35 each (including the proposed improvements) and there is a minimum order of 10. The Chair proposed that the improved shields be ordered. This was seconded by Councillor Sutton and carried unanimously.

RESOLVED

That an order for 10 wooden shields be placed at an approximate cost of £35 each to include the improvements discussed.

835/19/20

Town Hall Refurbishment – Heritage Storage Arrangements

The Management Committee had asked the Town Clerk to contact Abbott Hall to enquire what arrangements they had made for storage during their refurbishment works and whether they might be able to store certain items on our behalf. She advised that she had contacted them but remains unclear about their timescales. They had requested an idea of what KTC would wish to be stored and Simon Unsworth has drawn up a list of items with measurements. In case timescales do not work out, she has spoken with Sion Thomas at SLDC who will take on board our needs with the works contractor eg sealing the access doors to prevent dust ingress.

Councillor Brook suggested pursuing Abbott Hall as a contingency option, but continue to liaise with Sion over protection options to be provided by the work contractor. He commented that moving items off site carries a potential risk of damage etc.

The Management Committee had also raised the risk of fire caused by electrical tools used during the refurbishment works. The possibility of storing smaller items on display in the Mayor's Parlour in the safe had also been considered, however it has been confirmed that the safe is not fire proof. However, we will still use the safe as it

at least offers another layer of protection from dust. The Town Clerk advised that the alarm company and insurers will need to be informed of the works. She has also requested an emergency 24 hour contact number for the contractors.

836/19/20

DATE OF NEXT MEETING

Tuesday 12th May 2020 at 7pm.

The meeting closed at 8.20pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
818	Election of Vice Chair	RES	That Councillor C Hogg be elected as Vice Chair of the Mayoralty & Arts Committee.
823	Armed Forces Events 2020	RES	<ol style="list-style-type: none"> 1. Town Clerk to organise a road closure order for both events and contact Inspector Fawcett to arrange a meeting. 2. Town Clerk to invite the High Sherriff, Chair of CCC and SLDC to the May 10th Parade and Church service. Clive Sumpter to invite the Lord Lieutenant. 3. Town Clerk to reply to Jeremy Lawton from Royal Air Force Spadeadam informing him of the plans to promote the Battle of Britain 80th anniversary in Kendal.
826	KTC Exhibition 2020	RES	That Simon Unsworth and Councillor C Hogg proceed with proposals for a KTC Exhibition to be held in 2021.
827	New Storage Boxes for Charters	RES	That the Elizabeth I Charter be housed in a new box. Simon Unsworth to email Members once confirmed costs are known.
828	K Shoes Heritage Collection	RES	That Simon Unsworth act as KTC's interface with SLDC to determine next steps in respect of the K Shoes Heritage Collection. Town Clerk to put him in touch with SLDC.
829	Kendal Museum Use of Grant Money	RES	That permission be granted to Kendal Museum to use remaining grant monies to purchase a secure archive case for the William Pearson archive.
831	Kendal-Rinteln Grant Application	RES	That the Kendal-Rinteln Association be awarded a grant of £500 for the financial year 2020/21, to be paid if possible this financial year from the remaining Twinning budget. The Town Clerk to write a welcome letter to the new Chair of the Rinteln Twinning group and to request further details from the Kendal-Rinteln Association of their meeting on 19 th February.

834	Wooden Shields	RES	That an order for 10 wooden shields be placed at an approximate cost of £35 each to include the improvements discussed.
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KENDAL TOWN COUNCIL

January 2020 - Bank Payments

Date	Ref	Details	Net £	VAT £	Total £
02/01/2020	OL 13366	Water Plus - Water to 07.11.2019 Castle Hags allotments	176.12		176.12
03/01/2020	DD/STO	Hotel Stadt Kassel via Barclaycard - AF Rinteln	749.10	16.67	765.77
09/01/2020	OL 13367	Lound Road Garage - fuel for Town Council Van	56.38	11.28	67.66
09/01/2020	OL 13368	Designworks - website maintenance	360.00	72.00	432.00
09/01/2020	OL 13369	LO - reimbursement re bulbs - Shap Road Community	63.98		63.98
09/01/2020	OL 13370	Tech 4 - photocopier cot 19.11.2019	144.74	28.94	173.68
09/01/2020	OL 13371	Absolute Digital - Mayoral Christmas Cards x 320	110.00	22.00	132.00
09/01/2020	OL 13372	A&G Chaplow Landscaping - supply & install handrails x 2	1,420.00	284.00	1,704.00
09/01/2020	DD/STO	Barclays Commission 13.11.2019-12.12.2019	6.50		6.50
04/01/2020	DD/STO	Grenke Leasing - downstairs printer/photocopier	114.48	22.90	137.38
15/01/2020	DD/STO	Vanguarder - Monthly van tracking fee	3.50	0.70	4.20
15/01/2020	DD/STO	Vanguarder - Monthly van tracking fee	3.50	0.70	4.20
17/01/2020	OL 13373	HMRC - Tax & NI - December 2019	1,799.31		1,799.31
17/01/2020	OL 13374	Cumbria LG Pension - Pension contributions - December 2019	2,669.38		2,669.38
20/01/2020	DD/STO	Busy Bees - Charges for Childcare Vouchers	0.35	0.07	0.42
20/01/2020	DD/STO	Busy Bees - Childcare Voucher	10.00		10.00
23/01/2020	OL 13375	SLDC - rent increase re Castle Hags back payment	682.26		682.26
23/01/2020	OL 13376	SLDC - Rent of Old Unison Room January 2020 quarter	569.75	113.95	683.70
23/01/2020	OL 13377	SLDC - Hire of Assembly room + refreshments KIB Awards cerem	228.14	45.61	273.75
23/01/2020	OL 13378	SLDC - refreshments - KTC Planning meetings Apr to Dec 2019	150.00	30.00	180.00
23/01/2020	OL 13379	MTP Media - Walking Leaflets	1,537.00		1,537.00
23/01/2020	OL 13380	Rf Miller & Co - payroll services for 3 months to 05.01.2020	96.00	19.20	115.20
23/01/2020	OL 13381	JB - Civic Duties Mayor's Coffee Morning - 21.12.2019	49.00		49.00
23/01/2020	OL 13382	Aha Distribution - Walking Trails 19,600 leaflets distributi	490.00	98.00	588.00
23/01/2020	OL 13383	Anna Bailey - Visit Kendal Website December 2019	300.00		300.00
23/01/2020	OL 13384	Anna Bailey - Visit Kendal Website - November 2019	300.00		300.00
23/01/2020	OL 13385	Ormrod Signs - 10 x A4 Planters stickers	60.00	12.00	72.00
23/01/2020	OL 13386	Kendal Office Equip - envelopes for Mayor's Christmas Cards	33.65	6.73	40.38
23/01/2020	OL 13387	JH Barker & Son - Christmas Tree 1 @ 28 foot	190.00		190.00
23/01/2020	OL 13388	Greaves Tree Services - remove 3 trees Rinkfield Allotments	600.00	120.00	720.00
23/01/2020	OL 13389	Marsh Commercial - van insurance 17.01.2020-16.01.2021	805.95		805.95
23/01/2020	OL 13390	Designworks - annual hosting fee from 10.01.2020	318.75	63.75	382.50
23/01/2020	OL 13391	CALC - Planning Course 25.11.2019 - Jonathan Cornthwaite	45.00		45.00
23/01/2020	OL 13392	Tech 4 - photocopying to 16.01.2020	37.75	7.55	45.30
23/01/2020	OL 13393	Eon - electricity to garage at Highgate - to 18.12.2019	41.28	2.06	43.34
23/01/2020	OL 13394	Itek - replacement wired keyboard	15.99	3.20	19.19
23/01/2020	OL 13395	CT Hayton - protective gloves/straw	5.42	1.08	6.50
23/01/2020	OL 13396	Landmark Rabbit Control - pest control allotments x 2 days	1,225.00	245.00	1,470.00
20/01/2020	OL 13397	Net pay - January 2020	10,529.70		10,529.70
23/01/2020	DD/STO	Moorepay - HR & Health & Safety Advice	525.00	84.90	609.90
30/01/2020	DD/STO	EE - Townscape Manager's phone rental	15.70	3.14	18.84
			26,538.68	1,315.43	27,854.11