

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 7th October 2019 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 Cook, P Bramham, J Brook, G Archibald, S Coleman, S Evans, G Tirvengadam, A Blackman, C Hogg, R Sutton, J Owen, D Rathbone (Deputy Mayor), J Cornthwaite, J Dunlop, P Gibson, E Hennessy, H Ladhams, S Long, D Miles, M Miles, C Rowley and T Becker

APOLOGIES Councillors G Vincent, C Hardy, R Hogg and A Edwards

OFFICERS L Richardson (Town Clerk), J Lomax (Treasurer) and N King (Council Secretary)

433/19/20 PUBLIC PARTICIPATION

None.

434/19/20 DECLARATIONS OF INTEREST

None.

435/19/20 MINUTES OF COUNCIL MEETING HELD ON 2ND SEPTEMBER 2019

Members considered the minutes of the meeting of full Council held on 2nd September 2019.

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 2nd September 2019 be approved as a correct record and signed by the Chairman.

436/19/20 QUARTERLY POLICE REPORT

Inspector Latham presented the KTC quarterly report. He advised that house burglaries are a cause for concern and appealed for people to be mindful of basic security measures. He also stressed the importance of reporting any information to the police immediately.

PCSO's have recently undertaken training on crime prevention advice. PCSO Katie Stevens will be leaving to join the force as a Police Officer.

There will be an Emergency Services day on Saturday 19th October, 12-4pm at Busher Walk.

Inspector Latham reported on problem areas within town. There have been problems with anti-social behaviour in Maudes Meadow/Nobles Rest, reports of various crimes at Gooseholme and concerns about

Sparrowmire Lane and parts of Hallgarth.

A roaming Speedwatch volunteer patrol is now in operation around town.

Councillor Coleman referred to a video issued by Cumbria Police which showed a van clipping a cyclist on a dual carriageway. He asked what measures are being taken to increase motorists' awareness. Inspector Latham replied that the two main ways are through use of road signs advising a 1.5m safe passing distance and road traffic police social media campaigns.

Problems of drug dealing around the Ski Club area were raised by Councillor Dunlop. Councillor Latham reiterated the need to share any information regarding when the problems are occurring so that they can target the area at the right times.

Councillor Bramham referred to burglaries in outlying areas such as Burneside and Natland. Inspector Latham said there is a definite rise with more than one group of people operating currently. He encouraged basic crime prevention measures.

Councillor Rowley reported concerns in his ward relating to cars parking on pavements making it impossible for pushchairs and wheelchairs to pass. Inspector Latham recognised the problem and confirmed reported incidences are followed up. The police try to work by education and suggested speaking to PCSO's or reporting via the contact form.

Councillor Archibald referred to PCSO's and asked whether the police had considered approaching Local Authorities to part fund recruitment of further PCSO's. Inspector Latham replied that the priority at the moment is to uplift the number of police officers. He was not sure when the next intake of PCSO's would take place but was happy to feedback the suggestion to the Police & Crime Commissioner.

437/19/20

SPECIAL MOTION: THAT COUNCIL CONSIDER THE UPDATED INFORMATION FROM THE POLICE RELATING TO THE PROPOSAL FOR ONE NEW CCTV AT GOOSEHOLME AND IN SO DOING REVERSE MOTION 301/19/20 FROM SEPTEMBER COUNCIL TO ENABLE COUNCIL TO RECONSIDER THE FUNDING REQUEST

Following new information, the Town Clerk advised that she had received a request from 6 Councillors for a special motion in relation to minute 301/19/20 regarding funding for one new CCTV camera at Gooseholme. The special motion reverses the previous motion passed at the meeting held on 2nd September and enables Council to reconsider the funding request.

Councillor Archibald declared an interest as a SLDC Councillor.

Inspector P Latham and Andy Petty (CCTV Manager for Cumbria) presented updated information about the proposal and referred to correspondence from Stuart Game, Force CCTV Officer, which endeavoured to address previous issues and concerns raised by Councillors.

Inspector Latham talked about the rationale for CCTV placement at

Gooseholme. He pointed out the new camera would be deployable and very easily moved to another site if required. If KTC decided to support the proposal, the camera would be the property of the Council and they would have a say in where it should be placed.

Andy Petty confirmed the costs as £6,371 for the camera and £1,763 for site survey/installation. There would be a yearly charge for monitoring and maintenance (in respect of the performance of the camera) of £1,500. If the bid is successful, the Police & Crime Commissioner will provide £3,000 towards the cost and SLDC are offering a further sum towards initial costs.

Councillor Archibald understood that multiple communities in the District were interested and asked whether costs could be reduced if these districts combined installation. Andy Petty's understanding was that the figure quoted was on a town basis and could not confirm that costs could be split. Councillor Archibald provided clarification on funding from SLDC who are offering half of the cost not covered by the PCC, up to £2,500.

Councillor Cornthwaite asked whether the cameras could also be used to monitor river levels and flow/movement of traffic. Inspector Latham advised that they can assist with traffic flow monitoring. River levels are a matter for the Environment Agency, although cameras have been used in the past, for example during storm Desmond.

Councillor Hennessy queried whether there would be cost implications each time the camera was moved. It was advised that this would depend on whether a contractor was employed to undertake the work.

Councillor Cook expressed concern regarding the use of CCC lampposts. He said this was likely to incur charges in the future.

There were differing opinions amongst Councillors. Councillor C Hogg commented that he appreciated the need for the camera but remained unsure that KTC should be funding it. Councillor Brook said the benefit of having CCTV cameras was clear and evidence backs their effectiveness in fighting crime. He mentioned KTC having some measure of control over siting of the camera and supported KTC backing the proposal. Councillor Coleman agreed KTC should support the funding request, commenting that the additional camera will enhance the police force's ability to better look after the community.

Councillor Becker asked what implication there might be on future Development Funds should KTC commit to the project. The Town Clerk advised that the money would be first on the list on Development Fund bids for the next financial year 2020/2021 if Council committed to the project. The funding required would be approximately £2,500 plus maintenance costs which would be likely to start in year one.

Councillor Finch proposed that KTC apply to the PCC for one additional CCTV camera at Gooseholme. This was seconded by Councillor Coleman and carried by a vote of 19 in favour, 2 against and 2 abstentions.

RESOLVED

That KTC apply to the PCC for one additional CCTV camera at Gooseholme.

438/19/20 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor presented his engagements that had been previously circulated.

He is looking at dates for a Christmas dinner at the New Union pub for Councillors, staff and partners.

There will be a bag packing event on 7th December from 9am at Morrisons to raise money for the Mayor's charities. The Mayor made a plea for helpers.

439/19/20 CUMBRIA IN BLOOM FEEDBACK

The Cumbria in Bloom General Judging Form 2019 was presented by Councillor Blackman. Kendal were awarded a Gold award for their entry into the competition. Councillor Blackman said it was a pleasing report and he was delighted with the outcome. Credit was given to the Assistant to the Town Clerk and thanks to the Kendal in Bloom Committee. Councillor Blackman was hopeful of receiving an invitation to enter Britain in Bloom next year.

Councillor Coleman congratulated all those involved on behalf of all Councillors. The Chair also thanked Councillor Blackman for organising the litter picks and noted that cleanliness of the streets had been mentioned in the report.

440/19/20 CHRISTMAS LIGHTS SWITCH-ON – DECISION ON FORMAT

The Town Clerk referred to the paper which had been circulated prior to the meeting and reported that matters had since moved on. She advised that discussions with Mountain Film Festival had taken place and they were interested in discussing arrangements for 2020 but their programme was now set for this year.

There will therefore be a small-scale switch-on of the Christmas tree on Saturday 16th November, late afternoon. A meeting will take place tomorrow to finalise details and a press release will follow.

Councillor Evans commented that the Christmas Lights & Festivals Committee are really disappointed but added that it was not for want of trying. She thanked Officers for their efforts and remarked that although it would be small scale, it would still be a nice event for Kendal.

Councillor C Hogg commented that it was a good opportunity for next year and was looking forward to discussing arrangements for 2020.

441/19/20 APPROVAL OF BUDGET PRIORITIES AND SCORING SYSTEM BASED ON DRAFT ACTION PLAN

The Town Clerk advised that the Budget Priorities and Scoring System were unchanged from the previous year. They had been considered by the Management Committee who had no comments. Each Committee is currently considering its requirements and Development Fund bids will be taken to a special Management Committee meeting on 12th November

and ranked using the scoring system.

Councillor Coleman proposed approval of the budget priorities and scoring system. This was seconded by Councillor Blackman and carried unanimously.

RESOLVED That the Budget Priorities and Scoring System be approved.

442/19/20 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 16th September 2019 were presented by Councillor Coleman who proposed that they be approved as a correct record. This was seconded by Councillor Blackman and carried unanimously.

Councillor Archibald referred to minute 375/19/20 regarding the KTC staffing structure project. He suggested that the Management Committee discuss timescales at the next meeting. Councillor Coleman commented that a meeting is scheduled to move matters forward.

RESOLVED That the minutes of the Management Committee meeting held on 16th September 2019 be approved as a correct record of the meeting.

443/19/20 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 2nd and 16th September 2019 were presented by Councillor Rathbone who asked Council to receive these minutes.

Councillor Coleman raised the matter of large developments not always going to the full SLDC Planning Committee. He suggested that KTC Planning Committee might wish to raise this. Councillor Rathbone replied that Committee were actively looking at this matter and also those significant applications which do not address sustainability issues.

RESOLVED That the minutes of the Planning Committee meetings held on 2nd and 16th September 2019 be received.

444/19/20 CHRISTMAS LIGHTS & FESTIVALS COMMITTEE

The minutes of the Christmas Lights & Festivals Committee meeting held on 9th September 2019 were presented by Councillor Evans who proposed that they be approved as a correct record. This was seconded by Councillor Becker and carried unanimously.

Councillor Evans advised that Committee are looking to propose a Development Fund bid for an Easter Egg Trail next year.

Councillor C Hogg declared an interest in respect of the festival grant application for Lakes Alive. He also requested this be noted in the minutes of the last meeting.

The Town Clerk referred to minute 323/19/20 Kendal Rotary Club Charitable Trust and highlighted an amendment. The words "pending an application" in the Recommendation are to be deleted.

Councillor C Hogg congratulated all those involved in the Torchlight Festival.

RESOLVED

That the minutes of the Christmas Lights & Festivals Committee meeting held on 9th September 2019 be approved as a correct record of the meeting, subject to the proposed amendment.

Councillor Evans then presented the following recommendation of the Committee:

445/19/20**Festival Grant Applications 2020/21 (Ref Minute 323/19/20)**

To consider 10 grant applications.

It was noted that many of the recommendations were for provisional amounts pending an application. Councillor Cook queried how money could be allocated prior to receipt of an application. Councillor Evans explained that in most cases the amounts were the same as in previous years. It was agreed that those where an application was still to be received would be determined provisionally.

Kendal Torchlight Festival - £5,000 (provisional)

Proposed Councillor Evans, seconded by Councillor Tirvengadam and carried with 1 against.

Comic Arts Festival - £5,000 (provisional)

Proposed Councillor Evans, seconded by Councillor C Hogg and carried unanimously.

Kendal Mountain Film Festival - £5,000 (provisional)

Proposed Councillor Evans, seconded by Councillor Owen and carried unanimously.

Mary Wakefield Festival - £500

Proposed Councillor Evans, seconded by Councillor C Hogg and carried with 1 against.

Kendal Wool Gathering - £1,500 (provisional)

Proposed Councillor Evans, seconded by Councillor Dunlop and carried unanimously.

Christmas Tree Festival - £500

Proposed Councillor Evans, seconded by Councillor Hennessey and carried with 1 against.

Lakes Alive - £5,000 (provisional)

Proposed Councillor Evans, seconded by Councillor Owen and carried with 1 abstention.

Kendal RUFC - £1,500 (provisional) for fireworks display

Proposed Councillor Evans, seconded by Councillor Tirvengadam and carried with 4 abstentions.

Unity Festival - £1,500 (provisional)

Proposed Councillor Evans, seconded by Councillor Coleman and carried with 2 abstentions.

Kendal Rotary Club Charitable Trust - £200

Proposed Councillor Evans, seconded by Councillor Becker and carried with 1 against and 1 abstention.

RESOLVED That grants be awarded as per the recommendations.

446/19/20 MAYORALTY & ARTS COMMITTEE

The minutes of the Mayoralty & Arts Committee meeting held on 10th September 2019 were presented by The Mayor, Councillor Finch who proposed that they be approved as a correct record. This was seconded by Councillor Brook and carried unanimously.

RESOLVED That the minutes of the Mayoralty & Arts Committee meeting held on 10th September 2019 be approved as a correct record of the meeting.

Councillor Finch then presented the following recommendation of the Committee:

447/19/20 Review of Payments to Town Crier and Mace Bearers (Ref Minute 342/19/20)

That the Town Crier's payment should increase from £45 to £49 and the Mace & Sword Bearers from £35 to £38 with immediate effect.

The Town Clerk advised that payments to the Town Crier and Mace/Sword Bearers had not increased for the last 3 years. The increase proposed is in line with inflation. Councillor Finch proposed approval of the increases. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED That the payments to the Town Crier and Mace/Sword Bearers be increased.

448/19/20 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

None.

FINANCIAL MATTERS**449/19/20 (a) Bank Payments Schedule: August 2019**

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

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

450/19/20 (b) Petty Cash Payments: July to September 2019

The Treasurer presented the Petty Cash Payments for July to September 2019. It was proposed by Councillor Coleman that the Petty Cash Payments be approved. This was seconded by Councillor Cornthwaite and carried unanimously.

RESOLVED That the Petty Cash Payments for July to September 2019 be approved.

451/19/20 (c) Invoices over £3,000

The Treasurer reported that there were two invoices over £3,000 which required approval as follows:

- Fantastic Kendal – second year payment of £5,000 for the Tourist Information Centre.
- SLDC – £6,993 for the Hallgarth play area Development Fund project.

Councillor Archibald proposed that the invoices be paid. This was seconded by Councillor Sutton and carried with 1 abstention.

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

452/19/20 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Brook and seconded by Councillor Coleman 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:-

453/19/20 STAFFING MATTERS [Paragraph 1]**(a) Annual appraisal spinal point increase for Admin Assistant and Project Officer/Mayor's Attendant**

Following satisfactory annual appraisals the Admin Assistant and Project Officer/Mayor's Attendant were entitled to an increase in salary of one spinal point. Councillor Coleman proposed that the increase be awarded to both members of staff. This was seconded by Councillor Evans and carried unanimously.

RESOLVED That the Admin Assistant and Project Officer/Mayor's Attendant be awarded an increase in salary of one spinal point.

(b) Proposal regarding Project Officer's time

The Town Clerk referred to the paper previously circulated and advised there had been developments since. The Project Manager will have approximately 2 days left from her contract extension, following the outcome from Management Committee reference the Christmas Lights switch-on event (Minute No. 363/19/20). It was proposed that she utilise this time to carry out work on the walking trail leaflet which requires a re-print.

The Town Clerk further advised that work is needed on the Council's

Risk Assessments as part of the audit process. This is estimated to take 4 days and it was proposed that the Project Manager undertake this task as a further extension to her contract. This would be funded from the Development Fund additional staffing budget.

Councillor Rowley proposed that the items of work be undertaken by the Project Manager as proposed. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED That the Project Manager’s remaining time be utilised to undertake work on the walking trail leaflet and her contract be extended to cover work on the Council’s Risk Assessments.

454/19/20 READMISSION OF PRESS & PUBLIC

It was proposed by Councillor Coleman to move out of Part II and re-admit the press and public. This was seconded by Councillor Evans and agreed unanimously.

RESOLVED that the press and public be re-admitted for the remainder of the meeting.

The meeting ended at 9.15 p.m.

Signature

Date