

# KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of  
Kendal Town Council  
held on Monday, 2<sup>nd</sup> December 2019 at 7.30 p.m.  
in the Bindloss Room, the Town Hall, Kendal**

**PRESENT** The Mayor (Councillor A Finch) in the Chair;  
Councillors G Cook, J Brook, G Archibald, S Coleman, S Evans, G Tirvengadam, A Blackman, C Hogg, R Hogg, R Sutton, D Rathbone (Deputy Mayor), J Cornthwaite, J Dunlop, A Edwards, P Gibson, H Ladhams, S Long, D Miles, M Miles and C Rowley

**APOLOGIES** Councillors G Vincent, J Owen, E Hennessy, C Hardy and T Becker

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

**624/19/20 PUBLIC PARTICIPATION**

None.

**625/19/20 DECLARATIONS OF INTEREST**

None.

**626/19/20 MINUTES OF COUNCIL MEETING HELD ON 4<sup>TH</sup> NOVEMBER 2019**

Members considered the minutes of the meeting of full Council held on 4<sup>th</sup> November 2019.

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

**RESOLVED** that the minutes of the Council meeting held on 4<sup>th</sup> November 2019 be approved as a correct record and signed by the Chairman.

**627/19/20 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS**

The Mayor presented his engagements that had been previously circulated. The following events were highlighted by the Town Clerk:

- Tuesday 10<sup>th</sup> December, 2-4pm - The Mayor will be visiting the Dementia Hub at Abbot Hall Social Club. All Councillors are invited to join him.
- Friday 13<sup>th</sup> December, 7.30pm - Mayor's Charity Concert in conjunction with K Shoes Male Voice Choir at St Thomas' Church. Tickets available from the Town Clerk, office and on the door.
- Sunday 15<sup>th</sup> December, 10am-4pm - Morrisons bag pack for the Mayor's Charities. Volunteers were requested.
- Saturday 21<sup>st</sup> December, 9.30am-12.30pm - Mayor's Coffee Morning. Volunteers were requested.

New volunteers were noted and the Town Clerk agreed to send a list with time slots round to all Councillors.

**628/19/20 APPROVAL OF THE FREEDOM OF INFORMATION SCHEDULE**

Members were asked to approve the Freedom of Information Schedule which had been considered and approved by the Management Committee at their last meeting. The Schedule is published annually and informs members of the public where various information can be found. There are no changes from last year. Councillor C Hogg proposed that the Schedule be approved. This was seconded by Councillor Ladhams and carried unanimously.

**RESOLVED** That the Freedom of Information Schedule be approved.

**629/19/20 CITIZEN'S JURY CROWDFUNDING PROPOSAL UPDATE**

Councillor Rowley advised that the working group had taken the decision to delay the launch of the crowdfunding project until the beginning of January due to the forthcoming elections. The group will meet following the elections to plan the final details and it should be possible to present those details at the Council meeting in January prior to the launch. He commented that other Councils have undertaken this process and the working group will be following their progress.

Councillor Tirvengadam requested an update on funding. It was confirmed that £10k, has been raised towards a target of £20k. It is hoped to apply for a small amount of funding from CCC to add to other contributions and a further £5-6k through crowdfunding.

Councillor C Hogg asked whether KTC would be doing the crowdfunding. Councillor Rowley replied that KTC would be undertaking the crowdfunding as an organisation. He explained that this route had been chosen rather than raising the precept as there are a number of small businesses in Kendal willing to contribute.

**630/19/20 MANAGEMENT COMMITTEE**

The minutes of the Management Committee meetings held on 21<sup>st</sup> October and 18<sup>th</sup> November 2019 were presented by Councillor Coleman who proposed that they be approved as a correct record. This was seconded by Councillor Evans and carried unanimously.

Councillor C Hogg referred to minute 467/19/20 regarding the K Shoes Heritage college and requested an updated. He queried whether this matter should sit with Management Committee, or be better directed to the Mayoralty & Arts Committee. The Town Clerk replied that the only matter of urgency is the potential requirement for storage of the collection and cataloguing work. It went forward as a Development Fund project for consideration at the Budget Council meeting. Councillor Coleman commented that due to timescales of meetings the matter was considered by the Management Committee, however he was happy for Mayoralty & Arts Committee to take this on if that was felt appropriate.

Councillor Long stressed the importance of correct cataloguing of the collection. She advised that funding is in place for the first portion of

work, however funding will be needed for storage. There is a possibility that Abbot Hall may be able to provide storage, however this may depend on the redevelopment work scheduled.

**RESOLVED** That the minutes of the Management Committee meetings held on 21<sup>st</sup> October and 18<sup>th</sup> November 2019 be approved as a correct record of the meeting.

**631/19/20 KENDAL IN BLOOM COMMITTEE**

The minutes of the Kendal in Bloom Committee meeting held on 29<sup>th</sup> October 2019 were presented by Councillor Blackman who proposed that they be approved as a correct record. This was seconded by Councillor Edwards and carried unanimously.

Members were advised that the Development Fund budget item of £6k for entry to Britain in Bloom (Minute 511/19/20) has since been reduced to £2k for sustainable planting. This is due to the fact that KTC are no longer being entered into the competition in 2020, but are very likely to in 2021.

Councillor Cook referred to minute 500/19/20 relating to a presentation by Ghyllside residents and asked for further details. Councillor Blackman advised that two residents from the Ghyllside area had attended the meeting to request community support funding for planters to be placed in front of railings. Committee had felt that the sum requested was too much for the Committee alone. The residents had been informed of other funding bodies they could approach. KTC may reconsider the request should contributory funding be secured.

**RESOLVED** That the minutes of the Kendal in Bloom Committee meeting held on 29<sup>th</sup> October 2019 be approved as a correct record of the meeting.

**632/19/20 PLANNING COMMITTEE**

The minutes of the Planning Committee meetings held on 4<sup>th</sup> November and 18<sup>th</sup> November 2019 were presented by Councillor Rathbone who asked Council to receive these minutes.

Councillor Rathbone informed Members that Committee had received a further update on the application for refurbishment work to the Town Hall. As there will not be a further presentation by SLDC to full Council until February 2020 at the earliest, he requested individual Councillors submit their comments on the proposals directly via the SLDC planning portal.

**RESOLVED** That the minutes of the Planning Committee meetings held on 4<sup>th</sup> November and 18<sup>th</sup> November 2019 be received.

**633/19/20 MAYORALTY & ARTS COMMITTEE**

The minutes of the Mayoralty & Arts Committee meeting held on 11<sup>th</sup> November 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.

Councillor C Hogg referred to minute 541/19/20 regarding the VE Day 75 commemoration and requested an update. The Town Clerk advised that no further progress has been made. This is a Development Fund bid project which will be considered at the Council meeting in January. It was agreed to add the matter to the agenda for the next meeting of the Christmas Lights & Festivals Committee for further consideration and possible funding.

It was noted that donation of the photographs referred to in minute 543/19/20 had not been received.

**RESOLVED**

1. That the minutes of the Mayoralty & Arts Committee meeting held on 11<sup>th</sup> November 2019 be approved as a correct record of the meeting.
2. That the Christmas Lights & Festivals Committee consider the VE Day 75 Commemoration at their next meeting.

**634/19/20****OUTSIDE BODIES – REPORTS FROM COUNCILLORS**

Councillor Sutton presented a report following a recent meeting of the Kendal Integrated Community Care Delivery Group. He commented that this is a large, very active group and highlighted the following items:

The Outside-In play café scheme opposite Homebase should shortly be up and running. This is a good initiative which will be accessible to everyone. There are plans to create a charitable organisation and fundraising is in process.

The Leisure Centre are now offering football training for children aged 16 and under on a regular basis.

Members noted the report and no questions were raised.

**FINANCIAL MATTERS****635/19/20****(a) Bank Payments Schedule: October 2019**

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

**RESOLVED**

That the Bank Payments Schedule for October 2019 be approved.

**636/19/20****(b) Invoices over £3,000**

The Town Clerk reported that there was one invoice over £3,000 which required approval. This was for Christmas Plus for installation of the Christmas display (70% now due). It also included the new installation on Wildman Street. Amount due £7,851.50 plus VAT of £1,570.30, totalling £9,421.80.

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

**RESOLVED**

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

**637/19/20 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:-

**638/19/20 STAFFING MATTERS [Paragraph 1]**

The Town Clerk advised that the Assistant to the Town Clerk had undertaken the Townscape Manager’s annual appraisal which was satisfactory. Members were advised that he is entitled to an increase in salary of one spinal point as per the terms of his contract. Councillor Brook proposed that the increase be awarded. This was seconded by Councillor Archibald and carried unanimously.

The Town Clerk had also undertaken an annual appraisal for the Project Manager (currently on Maternity Leave) as part of a recent Keeping in Touch day. This had been satisfactory and she too is entitled to an increase in salary of one spinal point as per the terms of her contract. Councillor Evans proposed that the increase be awarded. This was seconded by Councillor Rowley and carried unanimously.

Councillor Archibald commented that the temporary Project Manager has been providing an excellent level of cover during the maternity leave period and he was very impressed with her work. The Town Clerk agreed and commented that KTC were very appreciative of her work during the Project Manager’s absence.

**RESOLVED** 1. That the Townscape Manager be awarded an increase in salary of one spinal point as per the terms of contract.  
2. That the Project Manager be awarded an increase in salary of one spinal point as per the terms of contract.

**639/19/20 READMISSION OF PRESS & PUBLIC**

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

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

The meeting ended at 8.02 p.m.

Signature .....

Date .....