

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 6th January 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, J Brook, G Archibald, S Coleman, S Evans, M Severn, C Hardy, C Hogg, R Hogg, R Sutton, J Owen, D Rathbone (Deputy Mayor), J Cornthwaite, J Dunlop, A Edwards, P Gibson, E Hennessy, H Ladhams, S Long, D Miles, M Miles and C Rowley

APOLOGIES Councillors G Tirvengadam, A Blackman and T Becker

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

695/19/20 PUBLIC PARTICIPATION

None.

696/19/20 DECLARATIONS OF INTEREST

All District Councillors (10 in total) declared an interest in item 7 on the agenda (Approval to Seal the Castle Hagsgs Extension Allotment Land Lease from SLDC).

697/19/20 MINUTES OF COUNCIL MEETING HELD ON 25TH NOVEMBER 2019 (BUDGET) AND 2ND DECEMBER 2019

Members considered the minutes of the meetings of full Council held on 25th November 2019 (Budget) and 2nd December 2019.

Councillor Vincent highlighted minute 594/19/20 in the minutes of the budget meeting held on 25th November 2019. He referred to the discussion regarding Springfield and noted that the Town Clerk was to speak to the organisation and discuss a possible reapplication. He stated that Springfield are a very worthwhile cause and it is imperative there is no delay in the provision of staffing. The Town Clerk advised that the original grant application request is now on the Development Fund list, and SLDC have confirmed that they will provide 60% of the requested funding, leaving a request to KTC of 40% (£2k). In addition to this, she has spoken to Springfield about options and discussed a possible reapplication for a project that fits with the grants criteria.

Councillor Archibald proposed that the minutes be approved as a correct record and signed by the Chair. This was seconded by Councillor Coleman and carried with three abstentions.

RESOLVED that the minutes of the Council meetings held on 25th November 2019 (Budget) and 2nd December 2019 be approved as a correct record and signed by the Chairman.

698/19/20 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor presented his engagements that had been previously circulated.

The Mayor's Charity Concert with K Shoes Male Voice Choir had been a fantastic event and very well attended. Approximately £1k would be donated to the Mayor's charities.

The Morrisons bag pack event raised approximately £450. A further bag pack will take place in March. The Mayor's Coffee Morning raised around £400.

The Mayor advised that the Charity Dinner will take place on 6th March 2020.

Members were reminded by the Town Clerk that the deadline for nominations for the 2019 Wainwright Award was the end of the week.

699/19/20 UPDATE ON CROWDFUNDING FOR THE CITIZEN'S JURY

Councillor Rowley advised that work had been ongoing over the Christmas period. It was proposed that a communications group be formed and will be responsible for ensuring the campaign is properly publicised. A meeting of the group will be held on 22nd January. Councillor Rowley asked whether any Councillors would like to be a part of the group and requested any questions for consideration at that meeting.

700/19/20 VACANCY FOR COUNCIL REPRESENTATIVE TO ONE VOICE AND ON MAYORALTY & ARTS COMMITTEE (FOLLOWING THE PASSING OF CLLR BRAMHAM)

The Town Clerk advised that she was seeking a Council representative to One Voice following the passing of Councillor Bramham. One Voice offer assistance to people with any form of disability. Councillor Sutton expressed an interest. Councillor Archibald proposed that Councillor Sutton become the representative for One Voice. This was seconded by Councillor Rowley and carried unanimously.

Members were advised that there was also now a vacancy on the Mayoralty & Arts Committee. Councillor Brook proposed that Councillor Cook take up this position. Councillor Cook confirmed his willingness and the proposal was seconded by Councillor Coleman and carried unanimously.

- RESOLVED**
1. That Councillor Sutton become the Council representative for One Voice.
 2. That Councillor Cook become a member of the Mayoralty & Arts Committee.

701/19/20 APPROVAL TO SEAL THE CASTLE HAGGS EXTENSION ALLOTMENT LAND LEASE FROM SLDC

The Town Clerk explained that this item relates to allotment land owned by SLDC which KTC rent on a commercial lease. The lease runs from 1st

December 2018 for 7 years. There is an increase in rent this time around which is reviewed every 3 years. She advised that the lease was last signed in 2010 and has one new clause to comply with legislation and indemnity requirements. Approval was requested for the Mayor to sign the lease and for it to be sealed. Councillor Cornthwaite proposed that the lease be signed and sealed. This was seconded by Councillor Rowley and carried with 10 abstentions.

RESOLVED That the lease for Castle Hags Extension allotment land be signed by the Mayor and sealed.

702/19/20 ENVIRONMENT & HIGHWAYS COMMITTEE

The minutes of the Environment & Highways Committee meeting held on 26th November 2019 were presented by Councillor Owen who proposed that they be approved as a correct record. This was seconded by Councillor Cornthwaite and carried unanimously.

Councillor Evans referred to minute 612/19/20 – Bench on Shap Road. She suggested that the wording be amended to read “.....carrying out the widening **of the footpath with regard to the Shap Road cycleway work**”. This was agreed.

Councillor Archibald stated that Kendal has been selected as a pilot for the High Streets Taskforce work being undertaken by Government and understood SLDC wished to involve KTC in this process. He suggested that the Environment & Highways Committee consider how KTC wish to be involved at their next meeting. He added that somebody (possibly a Councillor) would be required to work with the other tiers on a business case requested by central Government. There was a general discussion regarding which Committee should consider this further. Councillor Cook proposed that the Management Committee would be the most appropriate Committee. This was seconded by Councillor C Hogg and carried.

RESOLVED

1. That the minutes of the Environment & Highways Committee meeting held on 26th November 2019 be approved as a correct record of the meeting, subject to the amendment highlighted.
2. That the Management Committee consider how KTC wish to be involved in the High Streets Taskforce work being undertaken by central Government at their next meeting.

Councillor Owen then presented the following recommendation of the Committee:

703/19/20 *Radial Beds, Abbot Hall (Ref Minute 607/19/20)*

That option 2 (remove plants and transplant to the edges of the park. Turf over the middle bed. Rotovate the soil and sow wild flower seed. £408) be recommended to Council as Committee’s preference for improvement work to the radial beds at Abbot Hall.

Councillor Owen proposed that the recommendation be approved by full Council. This was seconded by Councillor Hennessy and carried unanimously.

RESOLVED That the recommendation for preferred work to the radial beds at Abbot

Hall be approved.

704/19/20 ALLOTMENTS COMMITTEE

The minutes of the Allotments Committee meeting held on 9th December 2019 were presented by Councillor Finch who proposed that they be approved as a correct record. This was seconded by Councillor D Miles and carried with one abstention.

RESOLVED That the minutes of the Allotments Committee meeting held on 9th December 2019 be approved as a correct record of the meeting.

705/19/20 PLANNING COMMITTEE

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

Councillor Coleman referred to a planning application for The Courthouse on Burneside Road, noting that no objections had been recorded. He commented that this did not necessarily reflect public opinion. There were concerns that the proposals did not fit with surroundings and may cause parking issues. Councillor Rathbone explained that whilst Committee did not have any material objections to the application, they wanted to make specific recommendations as to how the proposals could be improved and these were listed separately. He requested that members of the public be encouraged to register any concerns via the SLDC Planning portal.

Councillor Cornthwaite added that the Planning Committee had taken the view that there could be potential to widen the road as part of the development work which would result in enhancement to the junction and improved safety and access.

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

706/19/20 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

Councillor Sutton presented a report following a meeting of the Cumbria Association of Local Councils (CALC) held on 28th November 2019. He highlighted the following points:

The issue of pot holes had been raised. Only the worst pot holes will be dealt with initially.

Windermere is suffering from huge traffic problems. A Park and Ride scheme is being considered, using electric buses.

FINANCIAL MATTERS

707/19/20 (a) Proposed Budget 2020/21

The Town Treasurer presented her report on the proposed Budget 2020/21 which was based on the draft budget agreed by Council at the meeting held on 25th November 2019.

The following points were highlighted:

- There is a projected £15k underspend on the 2019/20 development fund budget line for staffing.
- £6k has now had to be included in the proposed day to day budget, having received notification from CCC with regard to the increase in employer pension contributions from 18.3% to 20.8% from 1st April 2020.
- SLDC has calculated the 2020/21 Council Taxbase as £10,500.63, a 0.24% increase from the 2019/20 figure of £10,475.52. They have also notified us that the share of the District grant has increased to £31,900, an extra £1,654.
- For the purposes of the report a 9.7% increase in the Band D Council Tax (from £39.10 to £42.89) had been assumed.

The Town Clerk referred to the 2020/21 Proposed Budget Development Fund Proposals. She explained that certain projects had been removed from the list as they were either no longer required, could be funded from alternative sources or deferred to the next financial year.

The main reason for the precept rise of 9.7% is to cover flood relief scheme enhancements. A rise of 8.6% is required in this respect alone. The proposed rise of 9.7% also enables consideration of the biodiversity project but this still required £5.2k to fully fund. There was a suggestion that funding could come from some of the remaining £6.6k Green Wall Development Fund monies.

The Town Clerk advised that a further £4k has become available from the Arts & Heritage Reserves as an allocation of £2k for the current financial year and £2k for 2020/21 was not required.

Councillor Archibald noted the inclusion of Springfield on the list of Development Fund Proposals and was pleased to note SLDC would be granting 60% of the amount requested. He referred to the £15k Development Fund underspend for staffing and asked for further details. The Town Clerk explained that this money had been allocated for additional staff support but had been put on hold pending the staffing structure review and would now not be spent. It had been taken into account at the November Budget meeting but was now presented in a different way.

Councillor Cook referred to the development fund proposal of £12k for Support to 20s Plenty project and asked what this would be spent on. Councillor Owen explained that this had been discussed by the Active Travel Group who envisaged it would be used to engage sub-consultants to give advice and carry out costing exercises. Councillor Archibald pointed out that funding for this project was agreed at Council some years ago and was now being picked up again.

Councillor Long expressed concern that funding towards the continuation of footfall counts by Kendal Futures would not be supported. Councillor Archibald explained that part of the activity of the Taskforce would

include a footfall count. This will still be undertaken but does not need to be funded by KTC.

Councillor Severn asked what the percentage increase had been last financial year. This was confirmed to be 7.9%, equivalent to £39.10. A precept rise of 9.7% equates to £42.89, an increase of £3.79 from last year.

Councillor Edwards noted that funding for an Easter egg trail was not to be supported. He commented that this was a worthwhile project and requested it be included in the budget.

Councillor Cornthwaite referred to the flood relief scheme enhancements. He commented that the working group were not taking this issue lightly, it would not only focus on Aynam Road but on the scheme as a whole. He said it was a viable and necessary expenditure. Councillor Archibald reminded Members that this is a multi-year commitment. The Town Clerk advised that she understood it was likely to be a 4-year funding commitment.

Members considered the recommendations contained within the report and the following was agreed:

8a – approve the 2019/20 Forecast Outturn (Appendix A)

Councillor Brook proposed approval. This was seconded by Councillor Dunlop and carried unanimously.

8b – consider and approve, with any amendments, the 2020/21 Proposed Budget, representing a 9.7% increase in the Band D Council Tax (Appendices A - C)

Councillor Owen proposed approval. This was seconded by Councillor Severn and carried unanimously.

8c – agree budgeted transfers to and from reserves (Appendix C)

Councillor Rowley proposed approval, with the proviso of reducing the Arts & Heritage Reserve contribution for this financial year and next by £2k each (31.03.2021 balance now £14,247.53). This was seconded by Councillor Archibald and carried unanimously.

8d – approve the Reserves Policy (Appendix D)

It was advised that the only change to the Reserves Policy was an increase to the election reserve. Councillor Dunlop proposed approval. This was seconded by Councillor Evans and carried unanimously.

8e – have regard to the advice of the Town Treasurer in relation to the robustness of estimates and the adequacy of balances

Councillor Owen proposed approval. This was seconded by Councillor Severn and carried unanimously.

8f – confirm that its ongoing investment with the Cumberland Building Society is consistent with its Investment Policy and that, in view of the size of the Society's asset base, the Council accepts the potential risk in investing the majority of its medium-term resources with that one organisation

Councillor Severn proposed approval. This was seconded by Councillor R Hogg and carried unanimously.

8g – confirm that Financial Regulation 4.6 be applied strictly in the closure of the 2019/20 Accounts so that all underspendings at year-end (apart from those already specifically identified within one of the Town Council’s earmarked Funds) will automatically be transferred to the General Fund working balance

Councillor Rathbone proposed approval. This was seconded by Councillor Severn and carried unanimously.

8h – consider whether to allocate available budget resources to any of the prioritised growth bids identified in Appendix B, so that they can be included in the 2020/21 Budget, and transferring the remaining unallocated budget to the Development Fund

A precept rise of 9.7% would enable the first 14 growth items and the Flood Relief Scheme enhancements to be funded (as the shortfall in the Biodiversity project is to be made up from the remaining Green Wall funds). It was suggested by the Town Clerk that the additional £4k from the Arts & Heritage Reserve could be used to fund proposals 7 (semi-permanent banners in Kirkland) and 5 (photography) with £500 towards proposal 13 (Easter egg trail).

Councillor Archibald noted certain Kendal Futures projects were subject to impact assessments and evaluation reports etc and was concerned to check due diligence had been exercised before going ahead. The Town Clerk advised that these projects would be assessed by the Management Committee.

The Town Clerk referred to proposal 8 (WW1 Sculpture) which had been removed from the list as it could be deferred to the next financial year. She advised that Council were required to confirm funding for 2021/22 so that the group could seek match funding from elsewhere.

Councillor Brook proposed approval of all the above. This was seconded by Councillor Owen and carried unanimously.

8i - subject to any amendments, decide whether to request South Lakeland District Council pay one of the sums below as its precept for the year 2020/21, representing either no increase in the precept, a 3% increase in the precept, a 9.7% increase in the precept, or a 12.29% increase in the precept.

- a. 0% increase (£39.10) – £410,575
- b. 3% increase (£40.27) – £422,860
- c. 9.7% increase (£42.89) - £450,372
- d. 12.29% increase (£43.91) - £461,064

The Treasurer clarified that the exact figure for c. was £450,405.19.

Councillor Brook proposed that SLDC be requested to pay £450,405.19 as its precept for the year 2020/21, representing a 9.7% increase. This was seconded by Councillor Hennessy and carried unanimously.

RESOLVED

That Council;

- a) approve the 2019/20 Forecast Outturn (Appendix A);

- b) approve the 2020/21 Proposed Budget, representing a 9.7% increase in the Band D Council Tax (Appendices A - C);
- c) approve the budgeted transfers to and from reserves (Appendix C), with the proviso of reducing the Arts & Heritage Reserve contribution for this financial year and next by £2k each (31.03.2021 balance now £14,247.53).;
- d) approve the revised Reserves Policy (Appendix D);
- e) have regard to the advice of the Town Treasurer in relation to the robustness of estimates and the adequacy of balances;
- f) confirm that its ongoing investment with the Cumberland Building Society is consistent with its Investment Policy and that, in view of the size of the Society's asset base, the Council accepts the potential risk in investing the majority of its medium-term resources with that one organisation;
- g) confirm that Financial Regulation 4.6 be applied strictly in the closure of the 2019/20 Accounts so that all underspendings at year-end (apart from those already specifically identified within one of the Town Council's earmarked Funds) will automatically be transferred to the General Fund working balance;
- h) agree the funding for the Action Plan prioritised projects as presented in Appendix B.
- i) agree a 9.7% increase to the 2020/21 precept and request South Lakeland District Council to pay the sum of £450,405.19 to Kendal Town Council as its precept for the year 2020/21.

708/19/20**(b) Bank Payments Schedule: November 2019**

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

RESOLVED

That the Bank Payments Schedule for November 2019 be approved.

709/19/20**(c) Invoices over £3,000**

The Treasurer reported that there were no invoices over £3,000 which required approval.

710/19/20**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:-

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

711/19/20 STAFFING MATTERS [Paragraph 1]

The Town Clerk advised that the Town Treasurer was entitled to an increase in salary of one spinal point following a satisfactory annual appraisal, as per the terms of her contract. Councillor Dunlop proposed that the increase be awarded. This was seconded by Councillor Sutton and carried unanimously.

RESOLVED That the Town Treasurer be awarded an increase in salary of one spinal point as per the terms of her contract.

712/19/20 READMISSION OF PRESS & PUBLIC

It was proposed by Councillor Archibald 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.

The meeting ended at 8.46 p.m.

Signature

Date