

KENDAL TOWN COUNCIL

**Minutes of the proceedings at a meeting of
Kendal Town Council
held on Monday, 1st March 2021 at 7.30 p.m.
(Via Zoom)**

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

Also in attendance:
Peter Thornton, SLDC Councillor
Jason Rushworth, Newsquest Reporter
Graham Harrison

APOLOGIES Councillor A Edwards, C Hardy and P Gibson

OFFICERS C Bagshaw (Town Clerk) and N King (Council Secretary)

637/20/21 PUBLIC PARTICIPATION

PRESENTATION: OIYAA

The Mayor welcomed Neeta Dhorajiwala, CEO of Oiyaa, and Oliver Breese, Regional Manager, to the meeting. There was a presentation which explained the Oiyaa platform; a loyalty scheme which uses proven loyalty software customised to meet market requirements. The Oiyaa brand is being rolled out and the platform and app have been built and tested. It is a coalition of all high street retailers to increase sales, cashflow and profits. The aim is to keep customers spending locally and increase sales by enticing rewards and discounts.

A question and answer session followed the presentation. It was pointed out that Kendal BID have already opted to follow the ShopAppy platform and question was raised as to similarities with the initiatives. Council were informed that the two platforms have different functionality, ShopAppy being a single merchant scheme only. With Oiyaa, retailers only pay for successful transactions.

Following a general discussion, which included details of fees and the benefits for individual retailers, it was agreed the Management Committee would discuss the scheme further at their next meeting.

RESOLVED Management Committee to discuss the Oiyaa platform at the next meeting and decide whether it wishes to implement the scheme.

638/20/21 DECLARATIONS OF INTEREST

Councillor Archibald declared an interest in respect of agenda item 8.2 (Refurbishment of the Town Hall) as Leader of SLDC. The Deputy Leader and all SLDC Councillors also declared an interest.

639/20/21 EXCLUSION OF PRESS AND PUBLIC (PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960)

Council agreed there were no agenda items during consideration of which the press and public should be excluded.

640/20/21 MINUTES OF COUNCIL MEETING HELD ON 1ST FEBRUARY 2021

Members considered the minutes of the meeting of full Council held on 1st February 2021.

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

RESOLVED that the minutes of the Council meeting held on 1st February 2021 be approved as a correct record and signed by the Chairman.

641/20/21 MAYOR'S COMMUNICATIONS AND ANNOUNCEMENTS

The Mayor advised he had no announcements.

642/20/21 EXTERNAL AUDITOR'S REPORT & CERTIFICATE

The Town Clerk advised the External Auditor's Report had returned a 'No Comment'. The clean audit was noted by Council and acknowledgement was extended to the Treasurer for this result.

643/20/21 RISK ASSESSMENT REVIEW 2021

Council were asked to approve a recommendation from the Audit, Grants & Charities Committee to accept the report on the Risk Assessment Review 2021. It is a requirement of the AGAR that it be reviewed and accepted by Full Council.

The recommendation was approved.

RESOLVED That Full Council approves the Risk Assessment Review 2021.

644/20/21 MANAGEMENT COMMITTEE

The minutes of the Management Committee meeting held on 15th February 2021 were presented by Councillor Cook who proposed that they be received.

RESOLVED That the minutes of the Management Committee meeting held on 15th February 2021 be received.

Councillor Cook then presented the following recommendations of the Committee:

645/20/21 Wainwright Award (Minute 614/20/21)

To defer the presentation of a Wainwright Award for 2020. Town Clerk to investigate the legality of different options for 2021,

including doubling up the Award.

Councillor Cook proposed the recommendation be accepted.

There was a difference of opinion amongst Councillors. Some expressed a view that it would be a shame not to acknowledge some of the good work carried out in 2020 during the pandemic, whilst others felt Covid had deprived certain people of the opportunity. It was noted that the normal timescale for publicity and nominations had not been followed in the normal way this year, the Award having normally been presented in January as dictated by the Deed of Trust from Alfred Wainwright.

An amendment to the recommendation was proposed by Councillor Severn that, subject to there being no legal restraints, nominations for the 2020 award be invited from 1st April 2021 with a two month window. Award to be decided by Full Council at the August or September meeting. The normal timeframe will be followed for the 2021 award. This was seconded by Councillor Archibald and carried.

RESOLVED Subject to there being no legal restraints, nominations for the 2020 award will be invited from 1st April 2021 with a two month window. Award to be decided by Full Council at the August or September meeting. Normal timeframe to be followed for the 2021 award

646/20/21 Refurbishment of the Town Hall (Minute 616/20/21)

That the administration office be moved to the Mintworks, subject to SLDC being responsible for removal costs.

The Town Clerk advised that the proposed relocation of the administration office to the Mintworks would be for a period of approximately 6 months to the end of September whilst Town Hall refurbishment works are completed.

It was proposed by Councillor Cook that the recommendation be approved. This was seconded by Councillor Evans and carried.

RESOLVED That Council approve the recommendation to move the administration office to the Mintworks whilst Town Hall refurbishment works are completed, subject to SLDC being responsible for removal costs.

647/20/21 AUDIT, GRANTS & CHARITIES COMMITTEE

The minutes of the Audit, Grants & Charities Committee meeting held on 25th February 2021 were presented by Councillor Severn who proposed that they be received. This was seconded by Councillor Dunlop and carried.

RESOLVED That the minutes of the Management Committee meeting held on 25th February 2021 be received.

Councillor Severn then presented the following recommendation of the Committee:

648/20/21 General Grant Applications 2021/22 (Minute 563/20/21)

That Council approve the award of grants for 2021/22 as follows:

(a) SLEDP – grant of £150.

Councillor Severn proposed that the recommendation be approved. This was seconded by Councillor Finch and carried with 1 abstention.

Note; Councillor Tirvengadum declared an interest as the Chair of the South Lakeland Equality and Diversity Partnership.

(b) The CPR Group – application to be declined.

Councillor Severn explained the recommendation was based on there being no supporting information from schools, no correlation between the grant requested and goods supplied and discrepancy in numbers stated in the application.

Councillor Severn proposed the recommendation to decline the application be approved. This was seconded by Councillor Dunlop and carried.

(c) The Well Communities – grant of £2,000

The Well Communities is a charity originating from Barrow looking to open a centre in Kendal. It supports people with addiction. Council were informed that there are insufficient funds to be able to meet the full request.

Councillor Severn proposed that the recommendation be approved. This was seconded by Councillor Archibald and carried.

Several Councillors indicated strong support for this charity. Councillor Archibald requested the Town Clerk writes to SLDC and CCC explaining that KTC are unable to meet the full amount requested and ask they consider supporting The Well Communities.

It was suggested by Councillor Brook that the Audit, Grants & Charities Committee issue guidelines in terms of the size of grant KTC are likely to be able to support. He made the point that applicants may have unrealistic expectations. Councillor Severn acknowledged the suggestion and agreed to take it on board.

(d) Autus – grant of £1,360

This is a social group for adults on the autistic spectrum. Councillor Severn proposed that the recommendation be approved. This was seconded by Councillor Finch and carried.

It was noted that the remaining budget of £1,500 will be carried over for future applications.

RESOLVED

That Council approves grant applications recommended by Committee as follows:

(a) SLEDP – grant of £150.

(b) The CPR Group – application to be declined.

(c) The Well Communities – grant of £2,000

(d) Autus – grant of £1,360

649/20/21 PLANNING COMMITTEE

The minutes of the Planning Committee meetings held on 1st February and 15th February 2021 were presented by Councillor Rathbone who asked Council to receive these minutes.

RESOLVED That the minutes of the Planning Committee meetings held on 1st February and 15th February 2021 be received.

650/20/21 MAYORALTY & ARTS COMMITTEE

The minutes of the Mayoralty & Arts Committee meeting held on 8th February 2021 were presented by Councillor Finch who proposed that they be received. This was seconded by Councillor Brook and carried.

Minute reference 595/20/21 (Budget Underspend Due to Covid) was highlighted by Councillor Coleman. A resolution had been recorded in the minutes that funding of £5k remaining from this year be put into the Conservation Fund to conserve items in the Mayor's Parlour. It was agreed this should in fact be a recommendation to Full Council. Councillor C Hogg proposed the £5k go into the Conservation Fund. This was seconded by Councillor Coleman and carried.

Clarity regarding expected funding required to meet recommendations following the conservation audit was requested.

RESOLVED

1. That the minutes of the Mayoralty & Arts Committee meeting held on 8th February 2021 be received.
2. That £5k budget remaining from this year be put into the Conservation Fund to conserve items in the Mayor's Parlour.

651/20/21 OUTSIDE BODIES – REPORTS FROM COUNCILLORS

Council noted a report prepared by Councillor Sutton following a meeting of Kendal Brewery Arts Centre Trustees Limited on 18th February. Councillor Sutton was thanked for his excellent Outside Bodies reports.

Councillor Long presented a report from Kendal Futures. She outlined the main aspirations and highlighted links to work of the Environment & Highways Committee and LCWIP. There will be a presentation by Kendal Futures during March/early April for Councillors of all tiers.

FINANCIAL MATTERS**652/20/21 (a) Bank Payments Schedule: January 2021**

The Town Clerk presented the Bank Payments Schedule for January 2021. It was proposed by Councillor Coleman that the Bank Payments Schedule for January 2021 be approved.

A bank payment for Barclaycard was highlighted. The Town Clerk advised that he is looking to move some payments from Barclaycard to pro forma invoice which is a more robust process.

RESOLVED That the Bank Payments Schedule for January 2021 be approved.

653/20/21 (b) Invoices over £3,000

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

- Christmas Plus – final payment due for dismantling the display - £3,225. Councillor Finch proposed the invoice be paid. This was seconded by Councillor Brook and carried.
- Installation of CCTV camera on Stramongate Bridge (40% of the contracted work) - £3,505.94. Also £5,258.92 – second payment due for installation. Councillor Cook proposed the invoices be paid. This was seconded by Councillor Coleman and carried.

The Town Clerk advised that the Police and Crime Commissioner and SLDC had funded £5,500 of the total cost, giving a total amount of £3,264.68 payable by KTC.

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

654/20/21 OTHER BUSINESS

The Town Clerk was asked to request a quarterly police report.

Councillor Ladhams agreed to join the interview panel for the recruitment of the Finance Assistant, along with the Town Clerk and Councillors Blackman and Rathbone.

The meeting ended at 8.54 p.m.

Signature

Date