

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED
www.kendaltowncouncil.gov.uk



25 October 2021

Dear Councillor

You are summoned to attend a meeting of the Council commencing at **7.30pm** on **Monday, 1 November 2021**, for the purpose of transacting the business specified in the following agenda. The meeting will be held in the Town Hall, Highgate, Kendal.

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

Yours faithfully

A handwritten signature in black ink, appearing to read 'A B' followed by a long horizontal stroke.

Chris Bagshaw
Town Clerk

AGENDA

Roll Call

The Clerk will take a roll call of council members present.

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.

Cumbria Constabulary

The Council will receive a report from Cumbria Constabulary on current issues in the town. An officer will then be available to take questions from Councillors.

1. Apologies

To receive and accept any apologies. If accepted, apologies will be considered to be for reasons approved by the Council under the terms of Local Government Act 1972, s85.

2. Declarations of Interest

To receive declarations by Members 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. Exclusion Of Press and Public (Public Bodies Admission to Meetings Act 1960)

To consider whether there are any agenda items during consideration of which the press and the public should be excluded. It is likely that this will be applied to Item 9 on the agenda, because the award process is confidential until a winner is proclaimed.

4. Minutes Of Council Meeting Held on 6 September 2021

To receive the minutes of the meeting held on 6 September 2021 and affirm them as a true record (see attached).

5. Mayor's Communications and Announcements

To receive a report from the Mayor on his recent activities and to hear any announcements.

6. Notice of Motion

To consider the following Motion from Cllr Chris Hogg:

Kendal Town Council supports the manifesto for football proposed by Fair Game and calls on other councils to join us in our support. We urge the Minister for Sport, Members of Parliament, and the Local Government Association Culture Tourism and Sport board, to work towards implementing Fair Game's manifesto.

Note

Members can read Fair Game's Manifesto *Solutions for our National Game* here:

<https://static1.squarespace.com/static/6047aabc7130e94a70ed3515/t/60dc6ae983aebd19a477a130/1625058036839/Fair+Game+-+Solutions+for+our+National+Game.pdf>

7. Minutes from Committees

To receive the draft minutes from the following Committees (may be received en bloc, see attached).

- a) Management Committee meeting on 4 October
- b) Planning Committee meetings on 6 & 20 September, 4 & 18 October.
- c) Environment and Highways Committee on 13 September
- d) Allotments Committee on 27 September
- e) Kendal in Bloom Committee 11 October
- f) Mayoralty & Arts Committee 18 October

9. Schedule of Payments and Budget Report

To note the schedule of payments for August & September 2021 (*see attached*).

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Minutes of the Meeting of Kendal Town Council held on Monday, 6 September 2021 at 7.30pm at the Town Hall, Highgate, Kendal.

G Archibald	Present	C Hogg	Present
A Blackman	Present	R Hogg	Apologies
J Brook	Present	H Ladhams	Present
S Coleman	Apologies	S Long	Present
G Cook	Present	D Miles	Apologies
J Cornthwaite	Apologies	T Perkins	Present
J Dunlop	Present	D Rathbone (Mayor)	Present
A Edwards	Apologies	C Rowley	Apologies
S Evans	Present	M Severn	Present
A Finch	Apologies	K Simpson	Present
P Gibson	Apologies	R Sutton	Present
C Hardy	Present	K Teasdale (from item 6)	Present
E Hennessy	Present	G Tirvengadum	Present
		G Vincent	Present

In attendance: Town Clerk (Chris Bagshaw) and Democratic Services Assistant (Ian Gordon). Prospective Councillors Kathleen Teasdale and Fiona Atkinson

Point of order.

- A Councillor asked if masks were required during the meeting given the SLDC signage at the entrance to the building which requesting it. The Clerk would seek clarification from SLDC but understands masks are recommended when travelling through the building but not whilst in attendance at a meeting.
- Mayor asked the Clerk to write to SLDC asking them to refrain from using single use plastic bottles for meetings.

26/21/22 Apologies

Apologies were received and accepted from Councillors Coleman, Cornthwaite, Edwards, Finch, Gibson, R Hogg, Miles and Rowley.

27/21/22 Declarations of Interest

None.

28/21/22 Exclusion of Press and Public

Item 5 and 9 may require and exclusion of press and public. .

Resolved: To take items 5 and 9 as Part 2 items.

29/21/22 Minutes of the Last Meeting

The Council received the minutes of the meeting held on 5 July 2021. A Councillor pointed out an error in minutes of the Management Committee, page 7 under E&H (f), correcting 'Music for Youths' which should be 'Kendal Youth Zone'.

Resolved: To accept them as a true record.

30/21/22 Co-option of a Councillor for Kirkland Ward

There were two proposals to fill the vacancy for the Kirkland Ward, Kath Teasdale and Fiona Atkinson. Both candidates gave a three minute presentation followed by a ballot. The result of the ballot was Kath Teasdale has been elected as a co-opted member for Kirkland. Councillor Teasdale joined the meeting at this point. The Mayor thanked Fiona Atkinson for her interest and nomination for the Town Council.

31/21/22 Chair and member of Environment & Highways Committee

- a) A proposal was made to elect Councillor **Hennessy** as Chair of the Environment & Highways Committee.

Resolved: To elect Councillor Hennessy as Chair of Environment & Highways.

- b) A proposal was made to elect Councillor **Archibald** as Vice Chair of the Environment & Highways Committee.

Resolved: To elect Councillor Archibald as Vice Chair of the Environment & Highways Committee.

- c) A proposal was made to elect Councillor **Simpson** as a member of the Environment & Highways Committee.

Resolved: To elect Councillor Simpson as member of the Environment & Highways Committee.

- d) It was proposed that Councillor **Edwards** be elected as the representative of Kendal Town Council on the Kendal Lads & Girls Club.

Resolved: To elect Councillor Edwards as representative of Kendal Town Council to the Kendal Lads & Girls Club

32/21/22 Member of Planning Committee

It was proposed that Councillor **Teasdale** be elected as member of the Planning Committee.

Resolved: To elect Councillor Teasdale as member of the Planning Committee

33/21/22 Member of Mayoralty and Arts Committee

It was proposed that Councillor **Teasdale** be appointed as a member of the Mayoralty and Arts Committee.

Resolved: To elect Councillor Teasdale as member of the Mayoralty and Arts Committee.

34/21/22 Face to Face Meetings

The committee considered the background information on virtual or face to face meetings. At the annual meeting in May 2021, the committee agreed to review the hybrid arrangement based on the ongoing risk of covid, any updated government legislation/advice and in any case review and if appropriate continue the current arrangement for a further period. The Chair pointed out there is a need to record the council's wishes. A councillor also asked for clarification about absenteeism. The Clerk reported that the presence of a councillor at a

meeting that is virtual is unclear. The definition is quite wide and the clerks view is that attendance in a virtual meeting is as though it was at a face to face meeting.

Debate included a discussion on covid which is still very much with us. A councillor maintained it was beholden upon the Town Council to be extra vigil and cautious as there are people who are vulnerable especially as the vaccine has been shown to dwindle with time.

Another councillor feels the Town Council must not be over protective and it is important that the public have access to the democratic process via face to face meetings.

There was wide support for a time limit on any extension. It was proposed to continue with online meetings and review in March 2022.

Resolved: To extend the provision of online meetings as a precaution against covid infection until March 2022 and review at full council.

35/21/22 Minutes from Committees

The Council considered and received the following minutes:

- a) Management Committee meeting on 2 August
- b) Planning Committee meetings on 5 July, 19 July, 2 August and 16 August
- c) Environment and Highways Committee on 12 July
- d) Audit Grants and Charities Committee on 26 July
- e) Christmas Lights and Festivals Committee on 9 August
- f) Kendal in Bloom Committee on 28 June

Resolved: That the minutes be accepted. A councillor asked if there are any action items that require approval by full committee. The Clerk confirmed there were none.

Clarification was sought regarding the Management Committee meeting of 2 August related to the provision of toilets (M16/21/22 (f) c.). A councillor feels the Community Toilet Scheme was very effective and provided a much better service. Another councillor responded about several complaints related to Gooseholme and lack of toilets. In that context Town Council felt it should consider provision in this area and pointed out that the community toilet scheme didn't extend to Gooseholme

A councillor felt the Town Council should look at the provision of toilets as an important contribution to the town. It was proposed that this item should be referred to the E&H Committee. Several councillors were concerned that there are significant costs associated with provision of a toilet.

Resolved: To refer the debate considering additional provision/access to toilets to the E&H committee.

36/21/22 Representation on Outside Bodies

The Council received reports from Cllr R Sutton as representative on the following. Cllr Sutton spoke to his report reinforcing a number of points on the future of the Brewery Arts Centre.

Cllr Sutton also spoke to his report for Kendal ICC and reinforced his request for meal on wheels where there is a shortage of volunteers.

- a) Brewery Arts on 19 August
- b) Kendal Integrated Care Community Delivery Group on 26 May, 28 July.

Resolved: To receive both reports.

37/21/22 Schedule of Payments

The Council received the Schedule of Payments for July 2021.

Resolved: The Clerk clarified a number of individual payments 6 July SLDC footway lighting. Still trying to clarify with SLDC.

Resolved: To accept the schedule of payments for July 2021

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The meeting closed at 8.37pm

Agenda Report

Committee: <i>Full Council</i>	Meeting Date: <i>1 November 2021</i>
From: <i>Mayor</i>	Agenda No.: <i>5</i>
Description: <i>Mayor's Communications and Announcements</i>	

Summary: *Diary of events attended by the Mayor between 4th May and 21st October 2021*

1. 15th May. The Mayor attended a meeting celebrating 100 years of the Royal British Legion at the Market Place War Memorial.
2. 18th May. The Mayor attended the official opening of "Garden Partea" in Kendal
3. 18th May. The Mayor attended the funeral of former Mayor Mrs. Avril Dobson.
4. 26th May. The Mayor attended the Vesak Day Celebrations at the Unitarian Chapel with the Buddhist Group of Kendal.
5. 28th May. The Mayor attended the opening of the South Lakes Garden Charity Committee at Rinkfield Allotment.
6. 5th June. The Mayor attended the Westmorland Show Country Food and Craft Fayre at the Westmorland Showground.
7. 8th June. The Mayor attended the opening of the Carer Support South Lakes at Wainwrights Yard.
8. 10th June. The Mayor attended the Student Art Show at Kendal College
9. 14th June. The Mayor attended the Torchlight launch at Abbot Park
10. 26th June. The Mayor had his beard shaved off for charity at the Birdcage in Finkle Street.
11. 10th July. The Deputy Mayor attended a Garden Party on behalf of Manna House at Gooseholme.
12. 21st July. The Mayor attended the opening of the Football Stand and Game at Kendal Football Club
13. 5th September. The Mayor attended Ulverston Civic Sunday at the Coronation Hall in Ulverston
14. 7th September. The Mayor attended Kirbie Kendal School's prize giving at Kendal Leisure Centre.
15. 8th September. The Mayor attended the Westmorland Show at Lane Farm.

16. 12th September. The Mayor attended Millom Town Council's Civic Church Service at St George's Church.
17. 16th September. The Mayor and Deputy Mayor attended Kendal's Mayor Making at the Town Hall.
18. 19th September. The Mayor attended a picnic with the Girl guides of Kendal at Gooseholme.
19. 21st September The Mayor attended a celebration of 175 years of the Lakes Railway Line.
20. 25th September. The Mayor hosted the Torchlight Reception at the Town Hall
21. 2nd October The Mayor took part in the opening services of Kendal URC
22. 14th October The Mayor visited the Art Exhibition at Manna House
23. 14th October The Mayor attended an opening dinner of the Comic Arts Festival
24. 18th October The Mayor attended and Inter Faith event with South Lakeland Equality and Diversity Partnership at the Kendal Quaker Meeting House
25. 21st October The Mayor attended a talk by Pushpanath Krishnamurthy about Climate Change and Fairtrade.

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Minutes of the meeting of the Management Committee held on Monday, 4 October 2021 at 7.30 at the Town Hall, Highgate, Kendal.

Cllr A Blackman	Present	Cllr G Archibald (replacing Cllr Finch)	Present
Cllr S Coleman	Present	Cllr S Long	Present
Cllr G Cook	Present	Cllr E Hennessy	Present
Cllr J Dunlop	Present	Cllr D Rathbone	Present
Cllr S Evans	Present	Cllr G Tirvengadam	Present
Cllr H Ladhams	Present		

In attendance: Chris Bagshaw (Town Clerk) and Ian Gordon (Democratic Services Assistant).

M22/21/22 Apologies

None

M23/21/22 Declarations of Interest

None

M24/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

The Committee considered whether to exclude the press and the public from item 13 and 15 (Property Matters) as it related to a commercially confidential matter.

Resolved: To exclude the press and public from item 13 and 15

M25/21/22 Minutes of the Previous Meeting

The Council received the minutes of the meeting held on 2 August 2021.

Resolved: To accept them as a true record.

M26/21/22 Matters delegated to the Committee

The Committee considered the items which were delegated for its consideration at the meeting of the Full Council on 4 May and extended on 6 September 2021.

The committee considered the recommendations of the following committees

Allotments	27 September 2021
Planning	6 September, 20 September 2021
Environment and Highways	13 July 2021

Resolved: To accept the recommendations within the scope of the Committee's delegated powers.

M27/21/22 Report on the Work Programme

Cllr Blackman reported on recent meeting of the Kendal – Rinteln Association (KRA). Like a number of associations and societies, there are challenges recruiting new members to be involved. However, as next year is 30th anniversary and with a new Mayor elected in Rinteln, the committee felt this was a good time to reinvigorate the important cultural linkage between the two towns. The committee felt there would be some benefit in forming a sub-committee with KRA. It was proposed that the Mayoralty Committee include this as an agenda item at their next meeting.

Resolved: That the Mayoralty Committee review the relationship between KRA and the Town Council and investigate options to invigorate the relationship.

The Committee considered a report from the Town Clerk on the Council's work programme.

Resolved: To note the report.

The committee congratulated Councillor P Walker for his recent election as Town Councillor. Cllr Walker was proposed to join the Kendal in Bloom Committee.

Resolved: That Cllr Walker be appointed to the Kendal in Bloom Committee.

M28/21/22 Code of Conduct

The Clerk provided background information relating to the introduction of an updated Code of Conduct for Councillors.

Resolved: To compare existing Town Council code of conduct with new draft code. Clerk will report at next meeting.

M29/21/22 Levelling Up Fund

The committee agreed to contribute £5,000 to brief consultants developing an application to the government's Levelling Up Fund. Stressed the importance of only submitting a cohesive plan to have any chance of success.

Resolved: To contribute £5,000 to contribute to the process.

M30/21/22 Walking Leaflet Reprint

The committee agreed to authorise a reprint of the walking leaflet

Resolved: To authorise a reprint of 50,000 leaflets estimated to cost £5,301 from the Promoting Kendal budget.

M31/21/22 Budget 2021-22

The committee reviewed the spend against budget for the areas under the committee's direct responsibility.

Resolved: To accept the report

M32/21/22 Refurbishment of the Town Hall

Item covered in work programme report (M27/21/22)

M33/21/22 Property Matters

The Clerk briefed the committee on the current situation relating to a potential asset purchase that potentially aligns with the Flood Defence Scheme. The Committee agreed that a resolution of this would be desirable and would contribute to a number of initiatives.

Resolved:

To note the update from the Clerk, continue to take discussions forward but be aware of potential liabilities beyond purchasing the asset.

Proposed to go into Part 2

M34/21/22 Employment and Staffing Matters

The Clerks appraisal has been carried out. The committee congratulated the Clerk for his hard work in his first year and agreed to the spinal point increase.

Resolved:

M35/21/22 Items for the Newsletter

Councillors suggested a number of topics to be included in the next Newsletter. The Rinteln Kendal Association to give this a boost. The success of the Ivy planting at Longpool. Update information on the Flood Relief scheme. Dog Poo enforcement and education.

The meeting closed at 9.16pm

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Minutes of the Planning Committee meeting held on Monday, 6 September 2021, 6.30pm at Kendal Town Hall.

Cllr J Cornthwaite	Apologies	Cllr D Rathbone (chair)	Present
Cllr P Gibson	Apologies	Cllr C Rowley	Apologies
Cllr H Ladhams (vice chair)	Present	Cllr G Vincent	Present
Cllr D Miles	Apologies		

In attendance: Chris Bagshaw (Town Clerk), Ian Gordon (Democratic Services Assistant).

(1) P50/21/22 Apologies

The Committee received and accepted apologies from Councillor Cornthwaite, Rowley, Gibson and Miles.

(2) P51/21/22 Declarations of Interest

Councillor Vincent declared an interest in planning application No. 5, the applicant is known to him.

(3) P52/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

(4) P53/21/22 Minutes of the Previous Meeting

The Council received the minutes of the previous planning committee meeting held on 16 August 2021.

Resolved: Proposed by Councillor Ladhams, seconded by Councillor Vincent. To accept them as a true record.

(5) P54/21/22 Planning Process Issues

No urgent issues to discuss.

(6) P55/21/22 Kendal Town Council Flood Relief Scheme.

Resolved: To note the report from the 4 August meeting

(7) P56/21/22 Dark Skies

The committee considered the draft paper submitted by Jack Ellerby of FOLD and agreed to review the second section of the report and where appropriate encompass this as part of a check list of comments that may be adapted for future planning applications where light critical issues are raised.

Resolved: To review the report and for the Clerk or nominated officer to produce a draft set of guidelines for the Planning Committee to consider.

(8) P56/21/22 Planning Applications

The Committee considered the Planning Applications shown in Appendix 1.

Resolved: To submit the recommendations in Appendix 1 to the Planning Authority.

The meeting closed at 19.08

Kendal Town Council

Appendix 1

Applications for Planning Committee 6 September 2021

No	App No/Type	Address/ Proposed Development	Comments to SLDC	Observations/Recommendations
1	SL/2021/0785 & SL/2021/0823	28 Lowther Street 1 non-illuminated fascia sign and 1 non-illuminated hanging sign	6 September	No Material Objections
2	SL/2021/0780	7 Castle Close Single storey side / rear extension	6 September	No Material Objections. However, the suggestion of two nest boxes is insufficient net biodiversity gain given the loss of garden, especially considering the possibilities afforded by the site. These must be seriously considered.
3	SL/2021/0784	Broadlea, Burton Road, Oxenholme Rear dormer at first floor and two storey rear extension to increase living and bedroom space	8 September	No Material Objections.
4	SL/2021/0783	19 Whinfell Drive First floor side and rear extension (Resubmission of SL/2020/0384 & SL/2021/0531) ⁱ	9 September	Material Objections harming the neighbour amenity. Committee recommends this application is refused as it still results in harm to the visual amenity and is detrimental to adjoining properties. The drawings appear to indicate the build along an adjoining party wall. There are insufficient details in application to determine. Any future application must have an increased aspect of net biodiversity gain than afforded by this application and more specificity on building materials.
5	SL/2021/0811	53 Bellingham Road	9 September	No Material Objections provided that it is not overlooking and there are no adverse neighbour comments.

		Single storey rear extensions, raising of roof with front dormer windows to provide accommodation in the roof space		
6	SL/2021/0812 & SL/2021/0813	3 Thorny Hills Single storey replacement extension with associated re-render, boundary wall alterations and installation of new ground floor WC	10 September	No Material Objections. We commend the application for the sympathetic attempt at net biodiversity gain.
7	SL/2021/0781	23 Kirkbie Green Replacement rear aluminium glazed sliding door with timber outward opening glazed doors	13 September	No Material Objections.
8	SL/2021/0821	68 Natland Road First floor front extension	16 September	No Material Objections.
9	SL/2021/0824 & SL/2021/0825	Sand Aire House, Stramongate Proposed Foodhall NOTE: This application has been launched three times and recalled twice by SLDC.	16 September	No Material Objections. The Town Council welcomes the application which in keeping with the scope of the Town Centre Strategy and Kendal Vision. This is provided the flood risk prevention measures outlined are fully implemented. An improvement in the external visual amenity would be welcomed. In addition, however, it was felt that insufficient solutions have been found to potential parking issues as a result of this “destination” building and its success will likely result in parking issues.
10	SL/2021/0831	Asda Stores Ltd, Burton Road Variation of condition 2 (approved plans) attached to planning permission SL/2020/0308 (Reconfiguration of the home shopping facility including new storage building and van canopy. Replacement click and collect canopy.)	21 September	No Material Objections provided there is no adverse environment lighting affect caused by varying this condition. Important that this application aligns with the Town Councils Dark Skies policy.
11	SL/2021/0832	3 Carus Gardens	21 September	No Material Objections and strongly support the request for swift boxes on this site.

		First floor extension over existing garage roof terrace (resubmission of lapsed approval SL/2012/0485) ⁱⁱ		
12	SL/2021/0837	Riverview, Beezon Fields Change of use from offices to a learning and non-residential institution (Use Class F.1)	21 September	No Material Objections
13	SL/2021/0838	13 Stonecross Green Single-storey side extension to form sun room, single-storey front extension to garage & new front door	21 September	No Material Objections

ⁱ **Ref Item 4** - Original comments made by the Town Council relating to SL/2020/0384 on 20 July 2020:

Scale and dominance of the extension in the area, particularly given that no other properties have a similarly sized addition to the original property. The Committee draws attention to a potentially material loss of privacy to the next door property as a result of the planned French windows on the first floor. East elevation – Committee request Officers look at the appearance and relationship to other houses and their boundaries as it is unclear as to how the extension will be maintained in the future. Committee requested that Officers obtain clarification on the direction of the slope of the roof on the east elevation. Committee fully supports the comments from Kendal Swifts.

ⁱⁱ **Ref Item 11** - Original comments made by the Town Council relating to SL/2012/0485 on 3 September 2012:
APPROVE

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Notes from the non-statutory Working Group meeting of the Planning Committee meeting held on Monday, 20 September 2021 at 6.30pm via Zoom.

Cllr J Cornthwaite	Present	Cllr D Rathbone (chair)	Present
Cllr P Gibson	Present	Cllr C Rowley	Present
Cllr H Ladhams (vice chair)	Present	Cllr K Teasdale	Present
Cllr D Miles	Absent	Cllr G Vincent	Present

In attendance: Councillor S Long, Chris Bagshaw (Town Clerk), Ian Gordon (Democratic Services Assistant). Graham Harrison (member of public), Jon Robinson (member of public)

P57/21/22 Apologies

None Received.

P58/21/22 Declarations of Interest

None

P59/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P60/21/22 Minutes of the Previous Meeting

The Council received the minutes of the previous planning committee meeting held on 6 September 2021

Resolved: To accept them as a true record.

P61/21/22 Planning Process Issues

The Clerk raised two issues. A date had been offered by SLDC Planning Officers to discuss the new Local Plan. The Committee agreed the 30th September was preferable. The Clerk reported that Cllr Chaffey, SLDC Portfolio holder for Planning hoped to be present. The Clerk informed members that the District Council also planned a drop -in session on the same subject, for members of the public, at the Town Hall on Monday 18 October, 3-7pm.

Resolved: That the Town Clerk make the necessary arrangements to meet with Planning officers, having agreed an agenda with members first.

Resolved: That members of the Environment and Highways Committee also be invited to this meeting.

P62/21/22 Kendal Town Council Flood Relief Scheme.

Councillor Cornthwaite gave a verbal report on the meeting held on 15 September. Notes of meeting will be circulated to members at the next Planning Committee meeting. The next meeting will be on 20 October and Stuart Mounsey and Doug Coyle of CCC have been invited together with Paul Quinn, an academic from Newcastle University, who will make a presentation about upper reaches.

P63/21/22 Planning Applications

The Committee considered the Planning Applications shown in Appendix 1.

Resolved: To submit the recommendations in Appendix 1 to the Planning Authority.

The meeting closed at 19.23

Kendal Town Council

Appendix 1

Applications for Planning Committee 20 September 2021

No	App No/Type	Address/ Proposed Development	Comments to SLDC	Observations/Recommendations
1	SL/2021/0850	The New Bacon House, Station Yard, Station Road Two storey side extension over existing yard and attached to existing building	27 September	No material objections but wish to underline the need for net biodiversity gain such as a bird box or similar.
2	SL/2021/0858	4 Carus Gardens First floor extension over part existing garage roof terrace	27 September	No material objections. However, a specific net bio diversity gain is required on the overall site to be specified along the lines of re-wilding especially wild flower meadow or increased tree provision.
3	SL/2021/0862	57 Bleaswood Road, OXENHOLME Single storey rear extension, conversion & alterations of garage and creation of parking bay	27 September	No material objections.
4	SL/2021/0863	14 Yeats Close Single storey rear extension & alterations including new pedestrian access gate to the rear boundary fence	27 September	No material objections.
5	SO/2021/0001	Land adjacent to River Mint and Kent extending from adjacent to Lakeland Distribution Centre to Helsington Mills. Environmental Impact Assessment scoping opinion for proposed revisions to the Kendal Flood Risk Management Scheme approved under reference SL/2018/0925	29 September	No Material Objections. The committee agrees to the scoping outline in the application for the flood relief measures as outlined in the amendments to the scheme. The committee were pleased to see the glass panels along Aynam Road. The committee noted the proposed re-siting of the drinking fountain which should be recommended after consultation with all Council members. The Clerk will circulate to council members seeking their thoughts on the matter.

6	EU/2021	<p>Low Fellside. Proposed Amendment to Exempted Vehicle Types.</p> <p>Cumbria County Council has submitted a proposed redesign of the vehicle barrier on Low Fellside to allow South Lakeland District Council lorries to pass through, avoid the need to reverse to service the properties on the street</p>		<p>The Committee heard that the problem of reversing bin lorries presented an unnecessary risk to pedestrian and operatives. The simple change to the bollards would allow lorries to pass through the blockage. The committee supported this proposal, but were concerned about the style, quality and durability of the new posts, in the context of the Conservation Area. They were also concerned that the new bollards should remain the property and liability of the highway authority and that this should not be allowed to default to the Town Council.</p>

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Minutes of the Planning Committee meeting held on Monday, 4 October 2021 at 6.30pm, Kendal Town Hall.

Cllr J Cornthwaite	Present	Cllr D Rathbone (Chair)	Present
Cllr P Gibson	Present	Cllr C Rowley	Apologies
Cllr H Ladhams (Vice Chair)	Present	Cllr K Teasdale	Present
Cllr D Miles	Present	Cllr G Vincent	Apologies

In attendance: Chris Bagshaw (Town Clerk), Ian Gordon (Democratic Services Assistant).

P64/21/22 Apologies

Apologies received and accepted from Councillor Rowley and Vincent

P65/21/22 Declarations of Interest

Cllr Miles declared an interest in planning application 3

P66/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P67/21/22 Minutes of the Previous Meeting

The Council received the minutes of the previous planning committee meeting held on 20 September 2021

Resolved: To accept them as a true record.

P68/21/22 Planning Process Issues

Jennings Yard Fountain. The fountain currently located at Jennings Yard has to be moved to facilitate EA work related to the flood relief scheme. The Clerk is investigating previous locations of the fountain and will contact councillors asking for suggestions on a possible new location. Suggestions from the committee include Gillinggate or Kirkland.

P69/21/22 Kendal Town Council Flood Relief Scheme.

No current updates awaiting notes to be agreed for last meeting. Next meeting on 20 October.

P70/21/22 Planning Applications

The Committee considered the Planning Applications shown in Appendix 1.

Resolved: To submit the recommendations in Appendix 1 to the Planning Authority.

P71/21/22 Permitted Development Notification

The committee considered the proposed upgrades to the telecommunications installations at Parkside Business Park and Oxenholme Road. The committee had no objections to either of these applications.

The meeting closed at 19.23

Kendal Town Council

Appendix 1

Applications for Planning Committee 4 October 2021

No	App No/Type	Address/ Proposed Development	Comments to SLDC	Observations/Recommendations
1	SL/2019/0743	<p>Land North of Meadowbank Business Park, Shap Road</p> <p>Hybrid application: 1. Full Application for motor dealership (sui generis) including workshops, access roundabout, spine road and internal compartmentation area access junctions. 2. Outline Planning Application all matters reserved, apart from access, for employment business park (indicatively B1/B2 6400m2 & B8 2500m2).</p>	7 October	<p>Refuse. This application is not acceptable in its current form.</p> <p>The visual impact of the site on the environs of Kendal should be mitigated with use of more sympathetic materials such as stone facings. The lack of any sensitive design makes it unacceptable in its current state in what is the liminal point between a rural and urban location.</p> <p>In addition, concerns that there is insufficient falls for adequate drainage and removal of surface water. The committee wish to see an adequate attenuation scheme to cover this and for this to be further consulted on.</p> <p>Equally, the committee would like to see a plan for lighting that fully embraced the Dark Skies Policy of the Town Council.</p> <p>Net bio-diversity gain must be actioned on this site regardless of anything actioned elsewhere at any separate sites.</p> <p>The committee also had concerns about the lack of a satisfactory Dust, Noise and construction plan properly outlined.</p> <p>All of this speaks of an application which is not suited to this site and appears to be merely an off-the-peg design.</p> <p>Above all, changes need to be made that address both the specific issues of this site and its situation on the edge of Kendal with proper facing and design.</p>

				The committee wanted to ensure that proper notice is taken of the comments of Chris Crewdson, of Beck Mills Farm, dated 3 rd December 2019 and that a suitable solution is found to the entry and exit to his field if the current application is successful. The field entrance is directly where the proposed roundabout would be and the committee felt this to be unsafe from a Highways viewpoint and impracticable for agricultural vehicles, but had seemingly not been addressed in either the application or consultee responses
2	SL/2021/0883	61 Scafell Drive Single storey front, side and rear extension	5 October	We object to the extension on the front of the property and raise significant concerns how the building can be practically constructed at the side of the property given the closeness to the neighbouring property. The front extension is not in keeping with the character and appearance of this row of dwellings and has potential detrimental effects on the privacy of neighbouring properties. In addition, there is insufficient net biodiversity gain in this application.
3	SL/2021/0828	13 Valley Drive Erection of a 1 meter front boundary wall with pillar height not exceeding 1.5 meters	7 October	No material objections. However, the committee recommend a planning condition of appropriate permanent planting such as a hedge in line with the wall.
4	SL/2021/0769	79 Helmside Road, Oxenholme Creation of new driveway	13 October	No material objection. However, requirement that there is a permeable surface plus additional planting to achieve net biodiversity gains and protect privacy of neighbouring properties.
5	SL/2021/0891	4a Merced Building, Parkside Business Park 6 non-illuminated fascia signs, 1 ownership plaque and 3 A0 poster display signs	13 October	No material objections

6	SL/2021/0907	11 Red Tarn Road Demolition and rebuilding of the existing garage to allow for the repair of a broken water main beneath the building by United Utilities.	14 October	No material objections
7	SL/2021/0899	111 Windermere Road Replacement windows & front door	19 October	No material objections. The committee were pleased to see a suitable use of materials.
8	SL/2021/0906	9 Wildman Street Change of use & internal alterations of mixed retail, workshop and domestic accommodation to single dwelling over 3 floors dwelling (Use Class C3)	20 October	No material objections

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Minutes of the Planning Committee meeting held on Monday, 18 October 2021 at 6.30pm via Zoom.

Cllr J Cornthwaite	Present	Cllr D Rathbone (Chair)	Present
Cllr P Gibson	Present	Cllr C Rowley	Present
Cllr H Ladhams (Vice Chair)	Present	Cllr K Teasdale	Present
Cllr D Miles	Absent	Cllr G Vincent	Present

In attendance: Chris Bagshaw (Town Clerk), Ian Gordon (Democratic Services Assistant).

P72/21/22 Apologies

None

P73/21/22 Declarations of Interest

Cllr Cornthwaite declared an interest in planning application SL/2021/0935

P74/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P75/21/22 Minutes of the Previous Meeting

The Council received the minutes of the previous planning committee meeting held on 4 October 2021

Resolved: To accept them as a true record.

P76/21/22 Planning Process Issues

The Clerk updated the committee on the Local Plan consultation and the emphasis on getting as many members as possible involved. Information on possible new sites is available at the Town Council offices at Mint Works. The next stage will be the Town Council working group producing a response by early November. Proposals from the working group will be fed through the Planning Committee.

P77/21/22 Kendal Town Council Flood Relief Scheme.

The committee received the minutes from the KTCFRS meeting held on 15 September. The next meeting will be Wednesday 20 October at 6.45pm.

Resolved: To accept the minutes from 15 September.

P78/21/22 Planning Applications

The Committee considered the Planning Applications shown in Appendix 1.

Resolved: To submit the recommendations in Appendix 1 to the Planning Authority.

The meeting closed at 19.32

Kendal Town Council

Appendix 1

Applications for Planning Committee 18 October 2021

No	App No/Type	Address/ Proposed Development	Comments to SLDC	Observations/Recommendations
1	SL/2021/0920	Stonecross Manor Hotel, 84 Milnthorpe Road Two storey rear extension, partial infill of existing courtyard to provide 12 guestrooms and larger spa facilities	21 October	No material objections provided that the number of car parking spaces is justified with the additional number of rooms. The committee were concerned about lack of tree survey or statement on net biodiversity gain. Overall, bearing these in mind, in favour of the application as it is within the developed extent of the existing facilities.
2	SL/2021/0936	102 Windermere Road Alterations to include a replacement single storey rear extension (Resubmission SL/2021/0519) ¹	22 October	No material objections provided concerns expressed by neighbours are taken into account and the new wall is stone faced as a condition.
3	SL/2021/0928 & SL/2021/0929	Second Floor, 24 Market Place Change of use & conversion of existing office space (Use class E) to residential (Use class C3)	22 October	No material objections provided planning regulations are suitably applied and historic references are retained.
4	SL/2021/0935	5 Webb View Replacement rear party fence between 5 and 6 Webb View to a total height of 3.2 meters	25 October	Material objection. Out of keeping with the neighbourhood, dominance, too large, totally unsympathetic materials used and unneighbourly. Above permitted height. The committee suggest refer to neighbourhood disputes.
5	SL/2021/0938	144 Windermere Road Single story rear family room and utility extension	25 October	No material objection provided net bio-diversity gain is assured, conforming to policy, and that reassurances given on there being adequate space to maintain the property down the side.

¹ 102 Windermere Road. At Kendal Town Council Planning Committee Meeting held on 7 June 2021, the committee had no material objections to the original application

6	SL/2021/0939	25 Greenside Construction of steel frame balcony with glazed balustrades on upper ground floor of rear elevation, enlargement of existing window and installation of French doors.	25 October	Material objection based on unneighbourly, size and use of materials, resulting in a lack of privacy with neighbouring properties and it being not in keeping with area.
7	SL/2021/0949	1 Summerhill Gardens Single storey side & rear extension	27 October	No material objections
8	SL/2021/0808	Church Wall, Holy Trinity Church, Kirkland Listed building consent for works to church wall at the Church of the Holy Trinity as part of Kendal Flood Management Scheme. Works to comprise the dismantling of a 38.8 m section of the wall and the construction of a new concrete flood wall, retaining/preserving the full-height gateway and the historic opening between the church yard and the former vicarage site.	28 October	No material objections with a suitable level of recording and written scheme of investigating as agreed by the Historic Environment Officer.
9	SL/2021/0950	139 Stricklandgate Variation of condition 1 (approved plans) attached to planning permission SL/2020/0426 ² (Variation of condition 2 (Approved Plans), 4 (External Materials), 5 (Roof Materials), 6 (Windows & Doors), 8 (Permitted Working Hours), 9 (Soft Landscaping) attached to planning permission SL/2017/0711) ³	29 October	No material objections. Provided the right of way is protected. The committee notes a suitable location plan does not seem to have been submitted.

² 139 Stricklandgate – SL2020/0426 The Town Council had no material objections providing the site retains the current class of usage.

³ 139 Stricklandgate – SL2017/0711 The Town Council recommended refusal of the amended plans for the conversion of the Sawyer Arms

10	SL/2021/0952	16 Woolpack Yard, Stricklandgate Demolition of former undertakers workshop and the construction of two new dwellings (Re-submission of SL/2018/0267) ⁴	29 October	No material objections
11	SL/2021/0954	Aynam Cote, 2 Bridge Street Replacement entrance door	29 October	No material objections
12	SL/2021/0959	Stramongate County Primary School, Blackhall Road New multi use games area (MUGA) incorporated into the site area which was previously occupied by the Nursery Block. The MUGA will have a high performance 3G artificial grass finish - in green. The ends of the pitch will have 2 metre high fencing with goal recesses. The pitch will be raised by approximately 100mm off the existing level of the field to protect the roots of the existing trees.	29 October	No material objections
13	SL/2021/0978	15 Curson Rise Single storey front extension	1 November	No material objection
14	SL/2021/0979	37 Longlands View Front porch, patio doors & front & rear dormer windows (Resubmission of SL/2016/0740) ⁵	1 November	No material objection

⁴ 16 Woolpack Yard – SL2018/0267 The Town Council recommended approval

⁵ 37 Longlands View SL/2016/0740 The Town Council recommended approval

15	SL/2021/0989	<p>OS Field 6510 South of Fell Close Oxenholme</p> <p>Discharge of conditions 13b (soft landscaping), 15 (mitigation strategy) attached to planning permission SL/2017/0620⁶</p>	<p>Discharge 13b: The committee wish to see confirmation that suitable solutions have been identified related to land contamination as identified in ERGO report. The Topsoil level of 150mm is not adequate to discharge this condition for trees and shrubs when viewed in conjunction with sub soil.</p> <p>Discharge 15: No Material Objection provided the mitigation strategy is confirmed to be suitable by development Control</p>
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⁶ SL/2017/0620 relates to Erection of extra care residential development (80 apartments with communal facilities, and 24 bungalows), with vehicular access and landscaped garden

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Notes from the meeting of the Non-Statutory Working Group of the Environment and Highways Committee held on Monday, 13 September 2021 at 7.30 pm via Zoom.

Cllr G Archibald (Vice Chair)	Present	Cllr S Evans	Present
Cllr J Cornthwaite	Present	Cllr S Long	Present
Cllr J Dunlop	Present	Cllr K Simpson	Present
Cllr E Hennessey (Chair)	Present	Cllr C Rowley (Until 9.15)	Present

In attendance: Town Clerk (Chris Bagshaw), Project Manager (Helen Moriarty), Democratic Services Assistant (Ian Gordon)

Also present: Kate Houlden (member of public), Graham Harrison (member of public)

E21/21/22 Apologies

None

E22/21/22 Declarations of Interest

None.

E23/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

The Chair expressed thanks on behalf of the Committee for the hard work of the previous Chair, Councillor Owen.

E24/21/22 Minutes of the Previous Meeting

The Council received the minutes of the Committee meeting held on 12 July 2021. Councillor Evans pointed out that she was absent from this meeting and was incorrectly listed as attending.

Resolved: To commend them as a true record

As member of public has asked to make a three minute address regarding agenda item 6(a) v (Public Toilets), the Chair ruled that this item would be taken immediately.

E25/21/22 E & H Budget

The Committee considered the budget for the current year. A query was raised about the allocation for painting railings and similar activities There was also some confusion over the allocation of funding to the Somervell Garden, which in the past had been £500, but was now £1500

Resolved: To note the report The Clerk will investigate the queries and clarify matters for the next meeting.

E26/21/22 Highways and Infrastructure Proposals

A) Green Spaces Proposals

i. **Town View Fields.**

The committee considered the report noting the lack of play equipment in this area and agreed that an alternative provision should be made.

Resolved: To compensate for the loss of play provision at Town View Fields through exploring other sites for the installation of informal play equipment at either Bowling Fell or Maudes Meadow. In addition to explore an alternative type of play provision in Serpentine Woods e.g., renewal of the sculpture trail and interpretative trails.

ii. **The Adventure and Kirkbarrow Path Network.**

The committee considered the report and were dismayed at the poor state of these paths. Councillors wanted to ensure that any planned restoration around the Kirkbarrow Scheme didn't limit exploration to other areas in Kendal that may be equally in need. Councillors were informed of ownership challenges.

Resolved: To invite senior representatives from SLDC and CCC to meet as a matter of urgency to agree a course of action to improve the paths in this area and for the Town Council to explore possible use of the Community Infrastructure Levy as a potential source of funding.

iii. **Signage Audit.**

The committee considered the report on signage at Nobles Rest, Castle directional signs, finger posts and the Clarks Shoes heritage sign. The committee were concerned that SLDC had reported they could only process damaged signs if they were reported via the Customer Connect system indicating a large audit would not be viable. The committee welcomed the promotion of customer connect to encourage residents to report faulty signs to SLDC.

Resolved: To delegate the delivery of these proposals to the Chair in consultation with the Town Council's Project Manager after consultation with the Civic Society. To engage relevant portfolio holders for further discussions on establishing a partnership approach to a street sign audit.

iv. **Seating.**

The committee welcomed the proposal to purchase new seats for Abbot Hall. Councillors also wanted to see the previously removed seat from Dockray moved back into position possibly with a new position so that the path is not restricted.

Resolved: Subject to appropriate permissions, and in keeping with EA improvements and town design strategies, purchase a new bench with Kendal Town Council crest for Abbot Hall Park and for Abbot Hall Riverside. To confirm costs with the Chair and utilise underspend from the Ivy Screening Budget.

v. **Public Toilets.**

A member of the public spoke about anti-social behaviour at Gooseholme and its use in the evening when generally young people are there, two to three times per week and often drinking alcohol. She explained that people urinating and defecating is now common place using hedges, squatting behind cars, and the putting green. She did not believe that extending the Courtesy Toilet Scheme to Gooseholme would offer a solution, as she felt it

unlikely that young people, possibly underage, entering licensed premises was a realistic expectation. It was noted that there was CCTV overlooking the site, and councillors wondered if this was picking up the anti-social behaviour. It was observed that there was potential space for a public toilet in the vicinity of the bowling green. Councillors asked if there was evidence that this behaviour was a year round phenomenon. The member of the public explained that this was mostly an issue in the summer months. Councillors observed that a number of public toilet solutions were available, but their cost and ongoing maintenance would have to be considered. It was noted that both New Road and Gooseholme were promoted as places for families to visit, but that without adequate toilet provision, they were less practical or attractive. It was suggested better signage of the CCTV might act to deter anti-social behaviour.

Resolved: To explore the extent of anti-social behaviour on Gooseholme and explore the costs, implications and risks of proactive solutions.

B) Birdcage.

Councillors welcomed a report identifying potential improvements at the Birdcage, and wished to see improvements to this important town centre location.

Resolved: To authorise an officer of the Town Council to speak to Kendal Futures and Kendal BID requesting they take potential leadership of a program of improvements to the Birdcage with the full support of the Town Council. To write to SLDC taxi licensing about ongoing illegal parking of taxis in this area.

C) Citizens Jury Recommendations Hub.

The committee welcomed the progress on this project. Councillors wanted to be satisfied that staffing arrangements at a central hub would not be the responsibility of the Town Council. The Town Council Project Manager said this would be covered via the partnership approach.

Resolved: To continue to support progression on this project and to reinstate the Zero Carbon Kendal sub group to oversee developments.

D) 20MPH.

Councillors considered their implementation preferences for the introduction of a 20mph zone in Kendal. Councillors highlighted adjoining areas that have successfully introduced 20mph. Councillors feel that they should continue to support a full introduction for the whole town. Councillors felt the Town Council would be opposed to phased options due to concerns of public confusion, costs and implementation timescales. The Clerk reported that a Traffic Regulation Order (TRO) could cost about £3,000 and believes cost to the Town Council could be £100k.

Resolved: In line with earlier decisions, the committee supports a Kendal wide introduction of a 20mph zone and will present this preference to the working group meeting on 29 September.

E27/21/22 Project Updates and Recommendations

a) Biodiversity Policy.

The Clerk presented the draft biodiversity policy. The Chair is keen to have specific targets embedded within this policy. Members welcomed the idea of a simple policy

but would like to see the policy extended to ensure the five areas of bio-diversity loss differentiated from climate change. The five primary drivers of biodiversity loss are habitat loss, invasive species, overexploitation, pollution and climate change.

Resolved: The committee asked the Clerk to redraft the biodiversity policy with up to four targets that are specific, measurable, achievable, realistic and timely and to circulate an update to this committee and the Management Committee and/or Full Council.

b) Citizens Jury Recommendations

The committee received reports on:

- I. Solar Audit
- II. Dark Skies
- III. Wild Kendal
- IV. Kendal Municipal Compositing
- V. Recommendations Festival Stand
- VI. Online Inspiration Hub

Resolved: The committee welcomed the update reports and noted the contents.

c) Green Spaces Updates

The Committee received updates on the following

- I. Pumptrack.
- II. Valley Drive Lighting Scheme.

Resolved: The committee welcomed the reports and noted the contents. The Clerk and the Chair will walk round potential Pumptrack sites.

d) Infrastructure Updates

The Committee received progress reports on the following:

- I. Speed Indicator Devices (SIDs). Progressing
- II. Ivy Screening SLDC grant confirmation received, project completion predicted within six weeks of receiving the grant.
- III. Woolpack Yard.

Resolved: To note the reports

The meeting closed at 21.34

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED
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Notes from the non-statutory Working Group meeting of the Allotments Committee meeting held on Monday, 27 September 2021 at 7.00 pm via Zoom.

Cllr G Archibald (Vice Chair)	Present	Cllr C Hardy	Apologies
Cllr S Coleman	Present	Cllr D Miles	Apologies
Cllr A Finch (Chair)	Present		

In attendance: Chris Bagshaw (Town Clerk), Ian Gordon (Democratic Services Assistant), Janine Holt (Council Services Officer), Pierre Labat, (Townscape officer).

Site Representatives also in Attendance:

Gwen Tordoff	Castle Haggs
Councillor Chris Rowley	Underlay Road
Ros Taylor	Wattsfield

Apologies received from Ali Paddle, Greenside Site Representative and Deborah Allison, Canal Head Site Representative.

A01/21/22 Apologies

Were received and accepted from Councillors C Hardy and D Miles.

A02/21/22 Declarations of Interest

None

A03/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

A04/21/22 Minutes of the Previous Meeting

The Committee received the minutes of the previous meeting held on 22 March 2021

Resolved: To accept them as a true record.

A05/21/22 Review of Spend against Budget

The Committee considered a report on budget spending and noted some underspends. It was suggested that a line be added to the report indicating the extent and expenditure of the Allotment Development Reserve fund, and a note on where this money had been allocated to date.

Resolved: To accept the report and add additional information identifying committed development spending plans.

A06/21/22 Canal Head Development

The Council Services Officer provided an update on progress. A landscape architect has identified the potential for an additional 17 plots and 21 raised bed starter plots. A quote has been received today for £56,548. This would not include the cost of purchasing and installing the 21 raised bed planters. The income from the larger plots would be around £800pa, with the income from the smaller ones yet to be determined, but possibly between £200 and £600, depending on our pricing policy for very small plots.

The committee felt that less ambitious schemes could be considered. The Clerk noted that further quotes were required and that other possible solutions that would provide additional plots but at less cost could be identified.

Resolved: To seek two further quotes with options to explore alternative designs

A07/21/22 Rabbit Strategy

The Committee considered a draft policy on management of rabbits produced by the Wattsfield Site Representative. The Council Services Officer reported that five sites were affected, with Wattsfield the worst. Historically the Town Council has provided fencing but this year infestation of rabbits has been considerably worse and there is a need for more robust action. The Wattsfield Rep reiterated the summary of her strategy, especially the need for better communication with the public to make them aware of the problem. It was pointed out that in the wild rabbits, would naturally be controlled by predators. The Site Representative suggested opening better communications with SLDC, or their replacement, and perhaps Natural England. The Chair felt it was important to find out from SLDC what it was that the Town Council can do. Councillors wanted to know what the most effective deterrent is without killing the rabbits. Council officers maintain that rabbit fencing was the most effective. It was suggested that allotments were an important aspect part of Kendal life and should be well maintained. The Clerk felt there was a legal matter to explore with the owners of certain fields where rabbits appear to be breeding excessively and are seen in high numbers. It was proposed to erect rabbit proof fencing to be used at two sites initially. The choice of sites to be identified by the Chair and officers of the Town Council e.g., Wattsfield and Canal Head. It was also proposed to allocate a budget of £6,000 and then on a rolling programme with the other sites. Additionally, it was proposed to arrange a meeting with SLDC to discuss the problem with rabbits on their land and report back to next meeting. Finally, it was proposed for the Council Services Officer to enter into discussions with other agencies on feasibility of natural predators.

Resolved: To identify the cost of installation of rabbit proof fencing at two sites to be agreed with the Chair and Officers of the Town Council and report feasibility, costs and timing to next committee.

1. To identify a budget of £6,000 to cover costs of installation.
2. That the Council Services Officer arrange a meeting with SLDC to discuss the problem of rabbits on their land and ascertain what action the Town Council can take and what action SLDC might take to ameliorate the problem.
3. That the Council Services Officer investigate and report the potential for natural predators to assist in the control of rabbits.

A08/21/22 Waiting List Update

The committee considered a report on waiting list status for all allotments. The waiting list is now significantly down, with 164 individuals on the list. The Council Services Officer believes the longest wait is now around three years

Resolved: To accept the report.

A09/21/22 Tree Works

The Committee considered what actions to take in regard to some tree management issues at Shaws Brow and Town View. A dead tree on Shaws Brow requires specialist services to remove with an estimated cost of £800. Within this cost is also the removal of two overgrown fruit trees at Town View. Council Officers reported that this work could be done early next year, but the Town View trees required a Conservation Area notice. It was suggested that the District Council's Tree Officer be consulted about the correct and effective management of the trees in Town View

Resolved: To retain the services of tree surgeon and to remove the trees subject to correct notifications and approval.

A10/21/22 Coley Barn Subsidence

Councillors discussed some technical issues relating to the support a wall and bank at Coley Barn. Officers were proposing the installation of stone gabions. The Chair wanted to know if a less expensive option might be feasible. It was suggested that other options should be explored

Resolved: To further investigate possibly cheaper solutions to the subsidence of the bank.

A11/21/22 Town View Field Extension

The Clerk reported that a former play area at Town View Field had been identified as potential allotment land.

Resolved: To investigate the site fully, with costed proposals and an assessment of likely safeguarding issues relating to the proximity of the adjacent accommodation unit.

A12/21/22 Future Allotment Rents

The Committee considered a proposal that the Council alters the timing of the consideration of its allotment rents to reflect the actual timing of the budgeting process. It was suggested that the allotment year might be co-terminus with the financial year, however the Clerk suggested that allotments tend to be occupied from the beginning of March, rather than April, and this might create problems for renewals at the start of the growing season. It was suggested that any increase should be frozen for 2022, with a counter suggestion that the increase be kept to inflation for the coming year.

Resolved: To restrict a rise in allotment rents to reflect inflation at 2%. Further issues of timing for next years rental increase would be held over to the next meeting.

A13/21/22 Water Management. The Townscape Officer reported excessive use of hoses to water allotments and with potential water shortages, wanted to investigate

alternatives to the use of hoses. He would like to see more use of water troughs and watering cans.

Resolved: Officers will report to a future meeting on the feasibility of using water troughs in some areas as an alternative to hoses.

A14/21/22 Parking at Greenside

A councillor reported that residents on Undercliff Road had complained about inappropriate parking by some Greenside allotment users which is causing difficulties.

Resolved: That the Council Services Officer would write to allotment holders reminding them of the Council's 'good neighbour' policy.

The meeting closed at 20.58

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED
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Minutes of the meeting of the Kendal in Bloom non-statutory Working Group held on Monday, 11 October 2021 at 7pm via Zoom.

Cllr A Blackman (Chair)	Present	C Stuart (Horticulture)	Absent
Cllr A Edwards	Apologies	M Nicholson	Present
Cllr C Hardy	Apologies	L Johnston (Kendal BID)	Absent
Cllr C Rowley	Present	T Yates (Civic Society)	Present
Cllr R Sutton	Present	P Walker	Absent

In attendance: Council Services Officer (Janine Holt), Townscape Manager (Pierre Labat), Town Clerk (Chris Bagshaw), Democratic Services Assistant (Ian Gordon)

Also present:

B11/21/22 Apologies

Apologies were received and accepted from Councillor Edwards and Hardy

B12/21/22 Declarations of Interest

No declarations were made.

B13/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues.

B14/21/22 Minutes of the Previous Meeting

The Council received the minutes of the meeting held on 28 June.

Cllr Rowley shared pictures of new planters at Nobles Rest. The committee noted how successful this had been.

A member reminded the committee of ongoing commercial signage being located at Longpool and frustrated at lack of any action. Clerk agreed to investigate.

The Chair asked for clarification if future grants must have matching funding. The Council Services Officer confirmed that this was the case.

Resolved: To accept them as a true record.

B15/21/22 Committee Membership

The committee noted Councillor P Walker's change of status from co-opted member of the public to serving councillor on the committee.

B16/21/22 Somervell Garden

The Townscape Manager provided an update and explained the problem with delays in delivery of plants to create a wild flower garden. A decision was taken to delay planting until 2022.

B17/21/22 Civic Planting

The Council Services Officer provided an update on the annual civic planting programme. The badge bed adjoining the Parish Church will be affected by flood defence work scheduled by the EA.

The Townscape Manager reported on the removal of plants and their composting with Horticare. The Manager would like to experiment with the Town Council carrying out its own composting using a compost accelerator tablet. This would save the Council purchasing as much compost from commercial providers.

The Council Services Officer reported on the end of contract with Continental Landscapes and the option to extend for a further two years. This extension could involve them taking on responsibility to water planters throughout Kendal.

Resolved: To note the report and approved an extension of the current maintenance contract. To ask CSO to identify the costs involved with the additional contract element of planter watering.

Resolved: To investigate the costs and feasibility to purchase organic compost accelerator for the Townscape Manager to compost material from the planters around Kendal with a view to reducing the purchase of commercial compost.

B18/21/22 Kendal in Bloom and Cumbria in Bloom Initiative 2021 & 2022

The Council Service Officer updated the committee on Cumbria in Bloom. There was five individual applications from Kendal. Cumbria in Bloom hope to return to normal operations in 2022. Kendal in Bloom initiative has been poor. It is evident that a more ambitious plan is needed. The committee thought there was some benefit in aligning Kendal in Bloom with the 2022 theme of the Kendal Torchlight which will be upcycling and scrap. Councillors also felt there was a need to have a section on front gardens and community gardens.

Resolved: To note the report and instruct the Council Services Officer to meet with the Chair and working group made up of the Chair, Council Services Officer, Councillor Sutton and Mandy Nicholson and produce a report exploring the opportunities and themes for Kendal in Bloom for 2022.

B19/21/22 Rotary Club Crocus Planting

The Council Service Officer updated the committee on the proposed planting of crocus blubs on Burton Road and at Oxenholme.

Resolved: To approve the additional planting at Burton Road and Oxenholme and thank the Rotary Club for their efforts.

B20/21/22 Hallgarth Residents Association

The Committee considered a community planting grant application from Hallgarth Residents Association. A councillor, who supports the application, felt more detail should be requested on what the funds are needed for.

Resolved: To request HRA produce an expenditure plan and resubmit.

B21/21/22 Items for Newsletter

The committee considered what items they would like to see added in the next edition of the Newsletter. Councillors thought Kendal in Bloom should be promoted. The railing planters on Windermere Road and Nobles Rest could be featured to show the success. In addition, the Ivy planters going into Longpool.

B22/21/22 Review of Spend Against Budget

The committee considered the budget spend to date

Resolved: To accept the report

The Chair requested future meetings are held on Tuesday's

The meeting closed at 20.15

Kendal Town Council

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Minutes of the meeting of the Mayoralty and Arts Committee held on Monday, 18 October 2021 at 7.30pm via Zoom.

Cllr J Brook	Present	Cllr C Hogg	Present
Cllr G Cook	Present	Cllr D Rathbone (Chair)	Present
Cllr J Dunlop (Vice Chair)	Present	Cllr R Sutton	Present
Cllr A Finch	Absent	Cllr K Teasdale	Present
Cllr P Gibson (until 8pm)	Present	Cllr G Tirvengadam	Absent

In attendance: Chris Bagshaw (Town Clerk) and Ian Gordon (Democratic Services Assistant), Simon Unsworth (Project Officer)

MA1/21/22 Apologies

None

MA2/21/22 Declarations of Interest

None

MA3/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None

MA4/21/22 Minutes of the Previous Meeting

The Council received the minutes of the meeting held on 8 February 2021.

Resolved: To accept them as a true record.

MA5/21/22 Rinteln and Town's Twinning Arrangements

The Committee considered a report from the Town Council's representative on the Rinteln Association. It was proposed to invite new mayor of Rinteln to visit Kendal. It was suggested the Committee allocates £50 to make a non-pecuniary gift to outgoing Burgermeister Thomas Priemer, thanking him for his services over the years. The Clerk reported that there were ongoing communications at officer level between Rinteln and Kendal.

Resolved: To invite the new Burgermeister of Rinteln to visit Kendal.

Resolved: To make a non-pecuniary gift to the value of £50 to Thomas Priemer thanking him for his services.

MA6/21/22 Exhibition 2022

The committee considered whether there should be an exhibition of Town Council owned artefacts and artwork. The committee felt there needed to be a condition survey of paintings before any decision could be taken on a possible exhibition in March 2022. It was agreed that the Project Officer should contact Lauren Martin and/or Tina Smith of Kendal Library about possibility of small exhibition around March 2022.

Resolved: That Officers investigate factors affecting the possibility of holding an exhibition in March 2022.

MA7/21/22 Mayor's Parlour, Insignia, and the Picture Store (Property Matters)

The Committee considered a report from the Clerk on the state of the Mayor's Parlour and whether it should be renovated. Councillors felt any decisions on the future of the Parlour should be left to the next elected council in 2022. However, work evaluating options should be started now with a scoping exercise.

A company in Birmingham has been identified that can repair the Mayoral chain. We are awaiting details and costs but the committee agreed that this should go ahead. Storage boxes for the Charter documents and the Mayor's medals boxes have deteriorated. It was proposed that officers identify the cost of replacing boxes. It was also proposed that the Mayor's bicorn hat should not be replaced.

Resolved: The Clerk and the Project Officer produce a scoping exercise evaluating possible solutions and then refer this item for the next council elected in 2022.

Resolved: To bring back costs of repairs to the Mayor's chain, the Mayor and Deputy Mayor's chain storage boxes to the next meeting.

Resolved: Not to repair the Mayor's hat at this time.

MA8/21/22 Mayor's Parlour Visits and Use

The committee considered the systems and protocols for use of the Mayor's Parlour in the Town Hall. Any group that has a link to Kendal and requests a parlour tour would be accommodated with no charge although a contribution would be asked for. Any decision on use of the Parlour for meetings is subject to the future use of the Town Hall. One member felt it should be a multi-purpose room and usable by the council for meetings.

Resolved: To include future usage as part of scoping exercise above.

MA9/21/22 Mace Bearers and Civil Attendants

The Clerk reported on the vacancy for mace bearers and town crier and the planned use of cadets for forthcoming events. The committee also discussed the Mayor's use of a driver. The general feeling was that the expenses associated with the provision of a driver is no longer appropriate and suitable alternative transport could be arranged.

Resolved: To use cadets as mace bearers in the short term, and investigate appointing one mace bearer. To continue to recruit a Town Crier. To review cost of Mayoral Transport.

MA10/21/22 Review of Spend against Budget

The committee noted the report

MA11/21/22 Budget 2022-23

The committee reviewed a draft budget for 2022-23.

Resolved: To accept the draft budget for 2022/23 and recommend to Management Committee

The meeting closed at 9.05pm



Kendal Town Council

September 2021 - Payment Schedule

<u>Date</u>	<u>Ref</u>	<u>Details</u>	<u>Total</u>
02/09/2021	OL13967	Badgemaster - Badges Mayoral Exps	£177.42
02/09/2021	OL13969	SLDC Rent Jul - Sep - Old Unison Room	£683.70
03/09/2021	Barclaycard	Amazon Credit	-£7.99
07/09/2021	DD	Bank Charges 13/7-12/8	£8.00
07/09/2021	DD	Bank Loyalty Reward - 13/7-12/8	-£0.45
09/09/2021	OL13961	Enviroguard - Allotments Pest Control	£84.00
09/09/2021	OL13970	Absolute Digital - Newsletter	£1,955.00
09/09/2021	OL13971	Tech 4 - Photocopies	£5.44
09/09/2021	OL13972	B&Q - Mayoral Functions	£41.44
09/09/2021	OL13973	AK Fencing - Allotment Repairs Rinkfield	£168.00
09/09/2021	OL13974	Suez - Green Waste	£12.19
09/09/2021	OL13975	Water Plus - Rinkfield Allotment	£32.93
09/09/2021	OL13976	MTP Media - Leaflets Promoting Kendal	£1,708.00
09/09/2021	OL13977	SLDC Rent - Jul- Sep Main Offices	£2,970.00
13/09/2021	OL13981	Marquees & Teepees - Hire re: Torchlight	£2,371.74
14/09/2021	Barclaycard	Zoom - Jul	£57.55
15/09/2021	DD/STO	Vanguarder - Monthly van tracking fee	£8.40
15/09/2021	DD/STO	E-on Garage Electricity	£32.00
16/09/2021	DD/STO	Sage UK	£30.00
16/09/2021	DD/STO	DocuSign - monthly fee	£30.00
20/09/2021	OL13978	Sep - Salaries	£10,648.18
20/09/2021	OL13979	Sep - Superannuation	£3,448.25
20/09/2021	OL13980	Sep - HMRC	£3,198.40
20/09/2021	DD/STO	Bravo - Charges for Childcare Vouchers	£8.40
20/09/2021	DD/STO	Bravo - Childcare Voucher	£200.00
21/09/2021	OL13982	Wainwright Award 2021	£250.00
23/09/2021	DD/STO	Moorepay - HR & Health & Safety Advice	£208.22
29/09/2021	DD/STO	Siemens - Photocopy Lease	£428.40
<u>TOTAL</u>			<u>£28,757.22</u>

Income/Exp

EXPENDITURE	Budget	Additional Funding	Actual Exp April - Sep	Remaining Budget	Projected Yr. Exp
Salaries:					
Staff Salaries (Incl NI and Pension)			£104,624		£211,522
Less NI Allowance			-£4,000		-£4,000
Travel			£45		£200
Staff Expenses			£74		£100
Mobile - Townscape Manager			£83		£144
Total	£213,000		£100,826	£112,174	£207,966
Accommodation					
Rent of Old Unison Room			£1,709		£2,279
Service Charge (Rent)/ Heating/Lighting/cleaning/Parlour/Picture Store/Use of Chamber			£4,750		£9,500
Use of Telephones			£100		£200
Other: Garage Rent			£903		£2,167
Premises Other			£0		£0
Alarms - Service & Maint			£1,381		£1,700
Signs - Garage			£80		£80
Elect - Garage			£148		£263
Total	£16,965		£9,072	£7,893	£16,189
IT					
Software					
ITEK - Support			£1,470		£2,940
ITEK Annual Contract			£990		£1,320
Cloud Hosting			£314		£314
Support					
Sage			£145		£295
Digital Meetings/Admin			£270		£463
Other IT Costs			£285		£350
Website					
Designworks			£600		£720
DocuSign			£125		£300
New IT System/Comp/Equip					
Total	£12,000		£4,199	£7,801	£6,702
Insurance & Finance Costs					
Public Liability			£5,902		£5,902
HR			£1,062		£2,137
Finance Costs (Audit Fees)			£300		£2,400
Finance Costs Other - BK, Admin Chgs			£101		£200
Payroll Services			£191		£400
Total	£13,300		£7,556	£5,744	£11,039
Stationery/Office General					
Printing/Stationery/Postage			£330		£660
Office Equip			£28		£100
Asset - New Shredder			£493		£493
Misc. Office Expenses			£10		£500
Repairs to Office Equip			£0		£0
Photocopy Rental and Photocopies			£449		£1,535
Subscriptions					
Open Spaces			£45		£45
Allotments			£56		£56
Town Crier Subs			£26		£35
NALC/CALC			£2,218		£2,218
Data Protection			£35		£35
Lakes Line			£13		£13
SLCC Membership			£289		£289
Total	£6,900		£3,992	£2,908	£5,979

Cost TBC

£300 unaccrued additional Audit Fees from 21

Est

EXPENDITURE	Budget	Additional Funding	Actual Exp April - Sep	Remaining Budget	Projected Yr. Exp	
Staff Training	£2,000		£1,059	£941	£2,000	
PPE	£500		£42	£458	£150	
Vehicle						
Fuel			£536		£1,073	
Tracking Fee			£42		£84	
Repairs			£250		£1,000	Panel Repair in April/maybe other repairs
Van Ins			£778		£934	
Other			£5		£100	Est
Total	£2,300		£1,611	£689	£3,191	
Newsletter	£10,211		£3,672	£6,539	£11,016	Assuming we have 3 Newsletters this year,
Election Fund	£5,000		£0	£5,000		
Contingency	£5,000		£0	£5,000		
Misc.	£2,500		£198	£2,302		Leaving Gift, VAT Adj
Wainwright Fund	£320		£367	-£47	£367	
Emergency Planning	£10,000		£0	£10,000		
Kendal Futures & Vision						
Support Co-ordinator	£7,750		£8,434	-£684		
Promoting Kendal	£5,000	£4,344	£2,388	£6,956		
Kendal Destination Website	£6,000		£2,400	£3,600		
Kendal Vision Next Steps	£5,000			£5,000		
Banners Kendal	£1,500			£1,500		
Total	£25,250	£4,344	£13,222	£16,372		
SUB TOTAL:	£325,246	£4,344	£145,816	£183,774		
AUDIT, GRANTS & CHARITIES:						
Community Grants	£41,000		£39,249	£1,751		£250 already allocated leaving £1500 available
MAYORALTY & ARTS						
Mayoral (Mayor & Deputy Mayor) Allowance	£5,150		£1,000	£4,150		
Mayoral Travel	£800			£800		
Mayoral Functions	£6,700			£2,130		
Mayor Making			£367			
Donations from Mayor Making		£40				
Torchlight			£3,932			50% of Costs to be billed to SLDC
50% Refund						
Donations From Torchlight		£169				50% of Income to go to Torchlight
Regalia & Uniforms			£66			
Misc. Functions & Exp			£205			
Twinning	£2,500			£2,500		
Exhibitions	£1,500			£1,500		
Museum	£2,000			£2,000		
SUB TOTAL:	£18,650	£209	£5,570	£13,080		

EXPENDITURE	Budget	Additional Funding	Actual Exp April - Sep	Remaining Budget	Projected Yr. Exp
CHRISTMAS LIGHTS & FESTIVALS					
Christmas Lights & Installation/Storage	£17,175			£14,560	
Lamp Post Banner			£150		
Installation & Equip			£2,465		
Infrastructure Development & Maint	£10,000			£9,142	
Annual Update of Boundary Boards			£474		
Electrical Survey			£384		
Christmas Electricity	£675			£675	
Christmas Lights Switch On	£3,000		£27	£2,973	
Bunting	£1,200		£982	£218	
Festival Grants	£35,000			£11,000	
Kendal Torchlight			£5,000		
Comic Art			£5,000		
Kendal Mountain Festival			£5,000		
Mary Wakefield Festival			£500		
Kendal Wool Gathering			£1,500		
Unity Festival			£1,500		
Christmas Tree Festival			£500		
Cumbria Festival Chorus			£1,000		
Cumbria Opera Festival			£1,000		
Kendal Poetry Festival			£1,500		
Whisky Festival			£500		
Walking Festival			£500		
Eskfest			£500		
(note this was the agreed FG from 2020/21)					
SUB TOTAL:	£67,050		£28,482	£38,568	

11k Available for Festival Grants

EXPENDITURE	Budget	Additional Funding	Actual Exp April - Sep	Remaining Budget	Projected Yr. Exp
KENDAL in BLOOM					
Floral Displays	£21,500		£11,719	£8,587	
Installation & Maint	£0		£1,194		
Vouchers	£0		£0		
Projects & Grants	£8,700		£510	£8,190	
Expenses: Green Waste			£12		
SUB TOTAL:	£30,200	£0	£13,435	£16,777	
ALLOTMENTS					
Capital Spending (Asbestos Removal)	£5,000		£1,807	£3,193	
Allotment Exp From Reserves		£7,203			
Landscape Design & Site			£311		
Canal Head Landscape Design			£1,000		
Crow Tree Allotment Fencing			£5,892		
Revenue Spending/Main	£7,806		£0	£3,150	
Improvements & Developments/Repairs	£0		£1,921		
Waste	£0		£1,035		
General Exp/Equip/Maint	£0		£1,700		
Water	£1,792		£711	£1,081	
Rent	£900		£840	£60	
Pest Control	£2,500		£1,575	£925	
SUB TOTAL:	£17,998	£7,203	£16,792	£8,409	

These costs to come out of the Allotment Reserve Account

EXPENDITURE	Budget	Additional Funding	Actual Exp April - Sep	Remaining Budget	Projected Yr. Exp	
Action Plan Exp (£500 Grant from SLDC) - Convex Mirror		£500	£252	£248		
Citizens Jury		£9,142	£4,940	£4,202		
Donation from Westmoreland & Lonsdale Labour Party		£50				
ENVIRONMENT & HIGHWAYS + Action Plans						
Bins	£2,500		£1,593	£907		
New Infrastructure &	£3,500			-£839		
Enviroground - Wattsfield, install bench			£567			
Enviroground - Burton Rd Bus Shelter - dig out, lay concrete			£674			
SID			£2,775			
SID Maint			£323			
Ivy Screening Project		£3,266	£8,802	£4,464		
Ivy Screening Grant from SLDC		£10,000				
Signage:						
Reserve Fund		£3,265	£426	£2,839		
Woolpack Yard		£4,476	£2,096	£2,380		
Footway Lighting	£4,917		£3,731	£1,186		Reduced due to Credit note
Somerville Annual Maintenance	£1,500			£1,500		
Climate Change	£10,000	£2,019		£13,044		
SLDC Community Climate Change Grant		£2,000				
Kendal Map Zero Carbon			£375			
Website			£600			
Kendal Composting		£5,000		£5,000		
Biodiversity Schemes & Grants	£11,000	£2,400		£13,400		
Somerville Wildflower Grant Project		£500	£869	-£369		
To Reallocate:		£1,000		£1,000		As per Helen's Instruction
Fletcher Park		£1,500		£1,500		
Nobles Rest		£5,000		£5,000		
20mph	£10,000	£4,297		£14,297		
Parks Improvement						
Fletcher Park		£1,500		£1,500		
Nobles Rest		£5,000		£5,000		
Cycling & Walking	£12,500			£25,000		
LCWIP		£5,000				
Pump Track		£2,000				
LCRP		£5,500				
FRSWG Connectivity Scheme	£15,000			£15,000		
CCTV	£1,500			£1,500		
Defib	£1,600			£1,600		
SUB TOTAL:	£74,017	£63,723	£22,831	£114,909		
PLANNING						
FRSWG Scheme (Reserve Pot for Glass screening to enhance the scheme)	£35,000			£35,000		Are we Planning to spend this Budge
TOTALS:	£609,161	£85,171	£277,367	£416,718		