

KENDAL TOWN COUNCIL

Notice of Meeting

MAYORALTY AND ARTS COMMITTEE

**Monday, 8th February 2021 at 7.00 p.m.
(Via Zoom)**

Committee Membership (9 Members)

Alvin Finch (Chair & Mayor)	Chris Hogg (Vice Chair)	Doug Rathbone (Deputy Mayor)
Jonathan Brook	Pat Gibson	Geoff Cook
Richard Sutton	Julia Dunlop	Guy Tirvengadam

AGENDA

1. 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/>. The public are not permitted to speak in other parts of the meeting unless allowed to do so by the chair. Please follow the specific guidelines for Zoom meetings distributed separately.

2. 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 the Local Government Act, 1972, s85.

3. DECLARATIONS OF INTEREST

To receive declarations by Members and/or co-optees 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.

4. MINUTES OF PREVIOUS MEETING

To receive the minutes from the meeting held on 9th November 2020 and affirm them as a true record (*see attached*).

5. KTC EXHIBITION (SEE ATTACHED)

To consider a report from Cllr C Hogg in respect of options for a KTC exhibition.

6. DIGITAL IMAGES PERMISSIONS (SEE ATTACHED)

To consider a report from the Mayor's Attendant in respect of the use of digital images of artwork.

7. ITEMS FOR THE NEWSLETTER

- Summer 2021 Edition – deadline 11th June, publication 19th July
- Autumn/Winter 2021 Edition – deadline 17th September, publication 25th October

8. REVIEW OF SPEND AGAINST BUDGET 2020/21 (SEE ATTACHED)

9. DATE OF NEXT MEETING – MONDAY 11TH MAY 2021 AT 7PM

KENDAL TOWN COUNCIL

Chris Bagshaw
Town Clerk

By e-mail/post to: Members of the Committee
 All other Councillors (agenda only, for information)

Please note that only Committee Members will receive the minutes and attachments, but that other Councillors may request a copy of any agenda papers. Any Councillor who is not a Committee Member may still attend the meeting, as an observer.

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

KENDAL TOWN COUNCIL

Mayoralty & Arts Committee

**Monday 9nd November 2020 at 7.00 pm
(Via Zoom)**

- PRESENT** Councillors Alvin Finch (Chair & Mayor), Chris Hogg (Vice Chair), Douglas Rathbone (Deputy Mayor), Jonathan Brook, Pat Gibson, Geoff Cook, Richard Sutton, Julia Dunlop and Guy Tirvengadam
- Jason Rushworth, Newsquest
- APOLOGIES** None.
- OFFICERS** Chris Bagshaw (Town Clerk), Simon Unsworth (Mayor's Attendant) and Nicky King (Council Secretary)
- 403/20/21 PUBLIC PARTICIPATION**
- None.
- 404/20/21 DECLARATIONS OF INTEREST**
- None.
- 405/20/21 MINUTES OF THE MEETING HELD ON 1ST SEPTEMBER 2020**
- The Chairman presented the minutes of the meeting held on 1st September 2020, which had been received by full Council on 5th October 2020.
- Councillor Finch proposed that the minutes be accepted as a correct record. This was seconded by Councillor Dunlop and carried with 1 abstention.
- RESOLVED** That the minutes of the meeting of the Committee held on 1st September 2020 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- Simon Unsworth provided an update on the following matters:
- Wooden Shields
Simon understood the shields have been ordered and should be received shortly.
- K-Shoes Heritage Collection
Further information received suggests this matter is not as onerous as first suspected. It would appear there is no financial responsibility required from KTC for housing the collection. The Civic Society are holding a sum of money bequeathed for continuing maintenance costs. Simon is in discussions with John Bateson who will provide the name of the relevant contact person at the Trust.

Councillor Dunlop mentioned that Clarks have been taken over by a Chinese company. Councillor C Hogg commented that the collection is owned by the Trust and did not think the takeover would be of concern.

Kendal Museum Use of Grant Money

Simon is continuing to chase an update in respect of permission previously granted for the Museum to use remaining grant monies to purchase a secure archive case for the William Pearson archive.

New Storage Boxes for Charters

Cannot be progressed until the Town Hall and Mayor's Parlour reopen.

Coffee Morning

It is unlikely that the Town Hall will be open in time for the Mayor's coffee morning. If Government guidelines at the time allow the event to proceed, an alternative venue will need to be found.

Exhibition

It is still hoped to hold an exhibition next year with the theme of William Bowness and the dialect poems, possibly with the involvement of Kendal College. The condition of the paintings held in storage are not suitable to exhibit. Options would be to obtain digital versions, or have them restored if funding can be found. Access is currently difficult due to ongoing refurbishment works in the Town Hall.

406/20/21

ARMED FORCES DAY

Committee were asked to consider Armed Forces Day which has been organised by the BID in more recent years. The Town Clerk advised that there is a question mark over funding for 2021. He commented that the Day traditionally belongs to the Royal British Legion and a conversation is needed between KTC, BID and the Royal British Legion to discuss the future of the event.

Following a general discussion Committee agreed a concrete proposal was required for discussion. Consideration needs to be given as to whether this should become a Civic Event requiring Mayor's attendance etc. The Town Clerk will request further details from the Chair of the Christmas Lights & Festivals Committee for consideration at the next Committee meeting.

RESOLVED

Town Clerk to request further details from the Chair of the Christmas Lights & Festivals Committee for consideration at the next Committee meeting.

407/20/21

ITEMS FOR THE NEWSLETTER

Simon Unsworth will provide an update on the Town Hall refurbishment and Mayor's Parlour. He mentioned that BT need to carry out work to the phone lines for the alarm system. It is hoped this can be achieved without the need to lift floorboards, however a site visit is required to ascertain the extent of the work. It may be that

pictures currently stored in the Mayor's Parlour may need to be moved. Any necessary work will be closely supervised.

Councillor Cook queried whether the Town Clerk was in contact with SLDC regarding this matter and asked if KTC would be reimbursed for any additional costs incurred. The Town Clerk replied that he is in the process of reviewing correspondence. He will speak to colleagues at SLDC and produce a full report for Council in due course.

RESOLVED

Town Clerk to produce a report for Council in respect of Town Hall refurbishment works and related costs etc.

408/20/21**REVIEW OF SPEND AGAINST BUDGET 2020/21**

Members considered the Budgetary Control Statement for the period ended 31st October 2020. It was noted that the Civic Functions heading has the biggest underspend, as anticipated due to Covid-19.

It is unlikely any visits to the Twin Towns of Killarney and Rinteln will take place during the current financial year.

409/20/21**BUDGET UNDERSPEND DUE TO COVID-19**

There was a general discussion regarding the significant underspend of budget due to the fact few Civic Events were possible due to Covid-19.

It was suggested by Councillor Tirvengadam that some form of virtual contact be organised with the twin towns. The Town Clerk will speak to the Administrative Assistant to explore options. Councillor Brook mentioned a forthcoming meeting of the Rinteln Twinning Group and suggested that any ideas could be floated at that meeting.

Councillor C Hogg referred to groups/contacts that usually meet up such as WASPS and added that it would be good to make contact with them also.

Councillor Dunlop put forward an idea for a Christmas message to be recorded by the Mayor which could be forwarded to the twin towns. It was noted by Councillor Cook that the KTC Facebook page is now up and running and suggested invites be issued to Killarney and Rinteln to engage with our page.

Councillor Brook raised the matter of a likely underspend under Staffing due to there being no events organised. There was also a saving under this heading during the period KTC was without a Town Clerk. He suggested an amount (eg. £5k) be set against the reserve to go back into the General Fund.

The Town Clerk advised that he will liaise with the Treasurer to consider the matter of staffing costs. This would be a matter for the Management Committee to consider further. He agreed with the suggestion in respect of setting a sum of money against the reserve and commented that any opportunity to do so should be taken.

Councillor Brook stated that he would like some tangible recommendations which can be voted on before the end of the financial year. He is keen for discussions to be held regarding spend between committees and commented that there is an opportunity to refine the budget process to better reflect actual spend.

Councillor Hogg raised the matter of a reserve for conservation of items in the Parlour. He suggested a useful exercise would be for Simon Unsworth to prioritise objects and compile costings for their restoration. He proposed that whatever budget remains should be put into the conservation pot. Simon Unsworth agreed to review the Condition Survey and prepare a list of priority items for restoration.

Simon Unsworth mentioned the Knights to Town Council booklet. Budget had previously been agreed for this to be reprinted so it could be made available for purchase at talks in the Mayor's Parlour. The project has been on hold due to the pandemic, however a considerable amount of work has been carried out on the actual rewrite. Simon requested that the budget be carried over into the next financial year so that these could be made available once the Mayor's Parlour can reopen.

RESOLVED

1. Town Clerk to speak to the Administrative Assistant to explore options for virtual contact with the twin towns.
2. Town Clerk to liaise with the Treasurer to consider the matter of staffing costs.
3. Simon Unsworth to review the Condition Survey and prepare a list of priority items for restoration.

410/20/21**DATE OF NEXT MEETING**

February 2021 (to be advised).

The meeting closed at 7.48pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
406	Armed Forces Day	RES	Town Clerk to request further details from the Chair of the Christmas Lights & Festivals Committee for consideration at the next Committee meeting.
407	Items for the Newsletter	RES	Town Clerk to produce a report for Council in respect of Town Hall refurbishment works and related costs etc.
409	Budget Underspend Due to Covid-19	RES	<ol style="list-style-type: none"> 1. Town Clerk to speak to the Administrative Assistant to explore options for virtual contact with the twin towns. 2. Town Clerk to liaise with the Treasurer to consider the matter of staffing costs. 3. Simon Unsworth to review the Condition Survey and prepare a list of priority items for restoration.

KENDAL TOWN COUNCIL REPORT

To: Mayoralty & Arts Committee	8 th February 2021
From: Cllr C Hogg	Agenda Item No. 5

KTC EXHIBITION

Having discussed with the Town Clerk and Mayor's Attendant the difficulties we are currently facing in terms of COVID19 and also the refurbishment of the Town Hall in terms of holding an exhibition of Kendal Town Council's pictures in 2021, I would like to propose the following recommendations:

- 1) That we continue to explore the possibility of holding an exhibition of the paintings of William Bowness which would also feature recordings of his dialect poetry, but we delay this exhibition until 2022 at the earliest and this is of a low priority.

- 2) As we have not held an exhibition of paintings from the picture store for some time we hold a smaller scale and easier to manage exhibition in summer or autumn of 2021.

- 3) We rerun the Cuthbert Rigby exhibition from 2008 in collaboration with Space2Create beginning in July and ending in August 2021.

Further Information

As custodians of a picture collection including works of some significance, we have committed to hold exhibitions of those pictures we keep in storage and we have not done so for some time. The difficulties of holding an exhibition at this time are obvious so I would consider we have a choice of not having an exhibition or rerunning a previous exhibition. One practical issue is whether space is available, for example Kendal Library are also refurbishing their space and no longer taking exhibition bookings and many similar spaces plan their exhibition programmes well in advance. With this in mind I contacted Space2Create (S2C) and enquired about the availability of their exhibition space. Having explained what I had in mind they provisionally offered me July and August 2021 as dates for a Kendal Town Council

exhibition. I believe this is a good space for a small scale exhibition. When open there would always be staff or volunteers in the exhibition area, Jamie Barnes (very well respected in the museum and creative sector) is helping there and others also have much experience in picture hanging and display. S2C work with many other creative groups who would see and be inspired by the exhibition which would also be open to the general public. It would also bring more attention to the great work that S2C do in the field of mental health in a time where it is going to be especially important post COVID19 and make more people aware of this service. Finally, the timing of the opening seems about right in terms of demonstrating we are looking to moving towards the recovery phase of the pandemic, whilst this could change we should be able to adapt the timings of the exhibition if necessary.

I consider the Cuthbert Rigby exhibition to be ideal for this space. He was a Kendal artist and his work features some local and Lakeland scenes which (with the possible exception of 'Kendal Hiring') are not of any great financial value. With the exception of one painting the pictures are relatively small and could be very easily transported to the S2C unit at The Factory. In addition I have suggested to S2C they might like to run a simultaneous exhibition of works by service users that were inspired by Rigby's most famous Kendal painting (Kendal Hiring) or by our current Kendal festivals and they are keen to do this too. We have funded and worked with S2C in the past but I think this would be a good opportunity to build on this partnership and this could also prove valuable for future exhibitions too. Given the circumstance I believe this would be the best way to progress with this year's exhibition, the interpretation and catalogue has already been done, the costs would be low and it would save officer time.

The alternatives would be to press ahead with the current exhibition (which is not practical at this time), have no exhibition, or look at other previous exhibitions. The Lakeland Landscapes exhibitions may be an alternative, but I would consider the Cuthbert Rigby exhibition to be a better choice.

KENDAL TOWN COUNCIL REPORT

To: Mayoralty & Arts Committee	8 th February 2021
From: Mayor's Attendant	Agenda Item No. 6

Digital Image Rights Permissions

Whilst there is a clear process for borrowing physical artwork from Kendal Town Council (including yearly condition checks and reporting back so that the Council can be assured of the safety and security of the artworks), there's no clear process for the use of digital images of artwork. Requests tend to come in to the office and be dealt with ad hoc via long email conversations. These are both unwieldy and time-consuming.

Proposal

To speed up and clarify the process, it is proposed that digital image requests should be considered by the Town Clerk, unless there are specific issues that require Committee discussion. The borrower will be asked to use the picture credit 'By kind permission of Kendal Town Council, Cumbria, England' as a standard credit. The usage permission will be reported to the M&A committee, and a central record kept by the Mayor's Attendant, who will also manage requests and permissions.

Simon Kurt Unsworth
Mayor's Attendant

KENDAL TOWN COUNCIL - MAYORALTY & ARTS COMMITTEE

BUDGETARY CONTROL STATEMENT: TEN MONTHS ENDED 31 JANUARY 2021

2020/21 Approved Budget	Heading	Actual to date	Commitments	Total to date	Budget Remaining
£		£	£	£	£
16,340	Mayoralty: Staffing	13,617	2,723	16,340	0
5,150	Mayor & Deputy Mayor's Allowance	5,091		5,091	59
800	Mayor's Travel	154		154	646
6,700	Civic Functions	440	0	440	6,260
2,500	Twinning			0	2,500
31,490	Sub-Total	19,302	2,723	22,025	9,465
1,500	Arts: Exhibitions & Restoration			0	1,500
2,000	Kendal Museum		2,000	2,000	0
3,500	Sub-Total	0	2,000	2,000	1,500
34,990	Total:	19,302	4,723	24,025	10,965
12,888	Reserve: Arts & Heritage - restoration of heritage items and valuations	0		0	12,888