

Kendal Town Council

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



11 October 2021

To Members of the Mayoralty and Arts Committee

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

Zoom Meeting

You are invited to a non-statutory Working Group of Kendal Town Council Mayoralty and Arts Committee on **Monday 18 October 2021 at 7.30pm**, via Zoom. Details of the meeting can be found on the Town Council's website at www.kendaltowncouncil.gov.uk.

Join Zoom Meeting

<https://us02web.zoom.us/j/2455117789>

Distributed to other members of the Council for information only.

Yours faithfully

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

Chris Bagshaw
Town Clerk

AGENDA

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.

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 and/or co-optees of interests in respect of items on this agenda.

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 public should be excluded.

4. Minutes from the Last Meeting

To receive the minutes of the meeting on 8 February 2021, and affirm them as a true record.

5. Rinteln and the Town's Twinning Arrangements

To consider a report from the Town Council's representative on the Rinteln Association. And to further concerns raised at Management Committee about the longer-term future of the Town's Twinning relationships with Rinteln and Killarney, consider if the Town's Twinning relationships are sufficient and to make any appropriate decisions or recommendations for spending and budgeting.

(The reports from the representative are attached)

6. Exhibition 2022

To consider whether an exhibition of Town Council owned artefacts or artwork should be held in the next financial year. To make recommendations and any necessary decisions about resource allocation for this.

7. Mayor's Parlour, Insignia, and the Picture Store (Property Matters)

To consider the condition of the Mayor's Insignia, Parlour and the Picture Store and in Kendal Town Hall and the collections they contain and make any necessary arrangements or proposals.

Background

The Council's asset register lists the Council's assets in the Civic realm up to a value of over £1 million. These are mostly in the form of artworks collected by the council over the centuries. Many are on display but those that are not are held in a Picture Store on the second storey of the Town Hall. The Civic insignia – the Maces, mayoral chains etc, also form a valuable part of the collection.

8. Mayor's Parlour Visits and Use

To consider the relevant systems and protocols for the uses of the Mayor's Parlour in Kendal Town Hall and the relevant systems and protocols for visits to the parlour by outside groups.

Background

Currently the Mayor's Attendant facilitates a number of visits to the Parlour by outside groups. There is an informative talk, and often refreshments are also provided. The room is quite small and there are a lot of exhibits. In the past the room has also hosted committee meetings, though the provision for public or press attendance is poor and the room is not particularly secure for unsupervised visitors. The room was considered out of the scope of the recent Town Hall renovations, and has a very dated décor and limited storage space.

Decisions Required

The Committee should give guidance on its expectations from the Mayor's Parlour.

9. Mace Bearers and Civil Attendants

To consider the role and budget allocation of the various civic attendees and staff at Civic and Mayoral events.

Background

The Council lists a number of Civic ceremonial roles amongst its appointees. These include a Town Crier, two Mace Bearers, a Sword Bearer and a Mayor's Driver. In addition, the Mayor's Attendant is a permanent role held by a member of staff, who also has a wider job in assisting with project management and caring for the Parlour and its collection generally. The Ceremonial roles are mostly uniformed. Currently the Council has no official Mace Bearers and the Town Crier has stood down. Mace Bearers were advertised for in March 2020, however lockdown, and subsequent staffing changes meant that this process was not fully followed through.

10. Review of Spend against Budget

See report attached.

11. Budget 2022-23

To consider a proposed draft budget for the forthcoming Financial Year 2022-23. It is subject to the committee's consideration and subsequent scrutiny by the Management Committee and Full Council.

Item	Budget 2021-22	Estimated Outturn	Percentage	Proposed 2022-23	Notes
Mayoral allowance	5150	5150	100	5250	Small increase in line with inflation
Mayoral travel	800	650	81%	800	Reflects allocation from 2020-21
Mayoral Functions	6700	6500	97%	7500	Budget uplifted for inflation and to improve presentation
Twinning	2500	400	16%	2500	Figure reflects Twinning allocation uplifted to match need in 2019.
Exhibitions	1500	0	0	2000	Increased allocation to ensure quality of exhibition
Museum	2000	2000	100	2000	Grant contribution to Museum running costs. Propose this element is moved to Management Committee or AGC.
Total	18,650	14,700	79%	20050	Representing 7.5% increase

Mayoralty & Arts Committee

**Monday 8th February 2021 at 7.00 pm
(Via Zoom)**

- PRESENT** Councillors Alvin Finch (Chair & Mayor), Chris Hogg (Vice Chair), Douglas Rathbone (Deputy Mayor), Jonathan Brook, Geoff Cook, Richard Sutton, Julia Dunlop and Guy Tirvengadam
- Also in attendance: Jason Rushworth, Newsquest Reporter
- APOLOGIES** None
- OFFICERS** Chris Bagshaw (Town Clerk) and Nicky King (Council Secretary)
- 593/20/21 PUBLIC PARTICIPATION**
- None.
- 594/20/21 DECLARATIONS OF INTEREST**
- None.
- 595/20/21 MINUTES OF THE MEETING HELD ON 9TH NOVEMBER 2020**
- The Chairman presented the minutes of the meeting held on 9th November 2021. The following items were raised:
- Minute 409/20/21 – Budget Underspend Due to Covid
- Councillor Brook highlighted an amendment – WASPS should be WOSP (Whinfell Office Skills Project).
- He also highlighted reference to a suggestion made to set £5k against the reserve to go back into the General Fund, noting this had not been recorded as a resolution. Councillor C Hogg's recollection in this respect was £5k would be put into the Conservation Reserve. Following a general discussion it was proposed by Councillor C Hogg for funding left over from this year (£5k) to be put into the Conservation Fund to conserve items in the Mayor's Parlour (rather than going into the General Fund). This is remaining money from the Civic Functions Budget. The proposal was seconded by Councillor Dunlop and carried unanimously.
- Members discussed whether there would be any effect on the budget agreed by Full Council last week. It was confirmed by the Town Clerk that there should not be any material change.
- Mayor's Attendant to check re list of priority items for restoration.
- Minute 406/20/21 – Armed Forces Day
- The Town Clerk was asked when an update would be available. He advised no response had been received from the Christmas Lights & Festivals Committee and he would follow up.

Twin Towns

Previous discussion regarding the possibility of some form of virtual contact with the twin towns was raised. The Town Clerk is continuing to explore options with the Administrative Assistant in this respect.

Councillor Finch proposed that the minutes of the meeting held 9th November 2020 be accepted as a correct record. This was seconded by Councillor Brook and carried unanimously.

RESOLVED

1. That funding left over from this year (£5k) be put into the Conservation Fund to conserve items in the Mayor's Parlour (rather than going into the General Fund).
2. Mayor's Attendant to check re list of priority items for restoration.
3. Town Clerk to follow up a response from the Christmas Lights & Festivals Committee in respect of Armed Forces Day.
4. That the minutes of the meeting of the Committee held on 9th November 2020 be accepted as a correct record.

596/20/21**KTC EXHIBITION**

Members considered a paper from Councillor C Hogg regarding recommendations in respect of a KTC Exhibition.

The paper put forward 3 recommendations which were discussed. There was a general feeling among Members that proposal 2 (a small scale exhibition of paintings from the picture store in summer or autumn 2021) was too ambitious, given the refurbishment of the Town Hall and staffing resources.

Recommendation 1 was to continue to explore the possibility of holding an exhibition of the paintings of William Bowness featuring recordings of his dialect poetry. This would be delayed until 2022 at the earliest. Members expressed their wish to return to this idea when looking ahead to 2022.

A proposal was put forward by Councillor C Hogg to proceed with recommendation 3 in the paper to rerun the Cuthbert Rigby exhibition from 2008 in collaboration with Space2Create, beginning in July and ending in August 2021. This would be subject to Covid restrictions at the time. The proposal was seconded by Councillor Brook and carried.

RESOLVED

To rerun the Cuthbert Rigby exhibition from 2008 in collaboration with Space2Create, beginning in July and ending in August 2021

597/20/21**DIGITAL IMAGES PERMISSIONS**

The Mayor's Attendant presented a paper which proposed a process for borrowing the use of digital images of artwork from KTC. Whilst there is a clear process for borrowing physical artwork, there is currently no such process in the case of digital. The proposal is for the Town Clerk to consider requests received. The borrower will be asked to use the picture credit 'By Kind Permission of Kendal Town

Council, Cumbria, England'. The usage permission will be reported to Committee and a central record retained by the Mayor's Attendant.

There was a suggestion that requests be considered by the Town Clerk plus one other Councillor (possibly the Mayor or Deputy Mayor). The Town Clerk advised there would be a consultation with the most appropriate person.

Councillor C Hogg proposed that the process be approved. This was seconded by Councillor D Rathbone and carried.

RESOLVED

That the Town Clerk consider requests to use digital images from KTC and borrowers be asked to use a standard credit. Committee to be informed and Mayor's Attendant to retain a central record.

598/20/21

ITEMS FOR THE NEWSLETTER

It was reported that the spring edition is about to go to print. There is likely to be a full page covering flood defences work in the summer edition. Cuthbert Rigby exhibition to be featured also.

The Mayor's Attendant is assisting the Project Manager with production of the newsletter and asked to be kept informed of requests for articles etc.

599/20/21

WAINWRIGHT AWARD

It was noted that in normal years there has been a publicity campaign in the autumn, following by Full Council voting on nominations at the January meeting. This last year there was no publicity seeking nominations and no likely candidates have been presented. Members were asked to consider how they would like to proceed.

The fund was given to KTC by Alfred Wainwright in 1989 to allow it to reward an individual or organisation who has done something outstanding for Kendal and its inhabitants. The Award being considered is for 2020.

A general discussion ensued, during which various viewpoints were expressed. Councillor Cook proposed that no award be made, commenting that due to the pandemic most voluntary and community groups have been inactive. There was a suggestion that it be presented to the NHS and all keyworkers, following which Members discussed a more generalised approach for 2020 and the possibility of a tribute/acknowledgement for all work carried out in the voluntary sector. The Town Clerk explained that the legal terms state the award has to be presented to an individual or group of people. Councillor Tirvengadam expressed his view that lots of individuals have gone above and beyond during Covid and it would be nice to give an award.

Since the matter was not an agenda item it was agreed no resolution could be made at tonight's meeting. The Town Clerk will prepare a paper for consideration at the Management Committee meeting on Monday 15th February.

RESOLVED

That the Town Clerk will prepare a paper on the Wainwright Award for consideration at the Management Committee meeting on Monday 15th February.

600/20/21

REVIEW OF SPEND AGAINST BUDGET 2020/21

Members noted the Budgetary Control Statement for the period ended 31st January 2021.

DATE OF NEXT MEETING – MONDAY 17TH MAY 2021 AT 7PM

The meeting closed at 7.45pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
595	Minutes of Meeting held 9 th Nov 2020	RES	<ol style="list-style-type: none"> 1. That funding left over from this year (£5k) be put into the Conservation Fund to conserve items in the Mayor's Parlour (rather than going into the General Fund). 2. Mayor's Attendant to check re list of priority items for restoration. 3. Town Clerk to follow up a response from the Christmas Lights & Festivals Committee in respect of Armed Forces Day. 4. That the minutes of the meeting of the Committee held on 9th November 2020 be accepted as a correct record.
596	KTC Exhibition	RES	To rerun the Cuthbert Rigby exhibition from 2008 in collaboration with Space2Create, beginning in July and ending in August 2021
597	Digital Images Permissions	RES	That the Town Clerk consider requests to use digital images from KTC and borrowers be asked to use a standard credit. Committee to be informed and Mayor's Attendant to retain a central record.
599	Wainwright Award	RES	That the Town Clerk will prepare a paper on the Wainwright Award for consideration at the Management Committee meeting on Monday 15 th February.

Agenda Report

Committee: Mayoralty & Arts	Meeting Date: 18 October 2021
From: Project Manager	Agenda No.: 5
Description: Rinteln and the Town's Twinning Arrangements	

Summary: To consider a report from the Town Council's representative on the Rinteln Association. And to further concerns raised at Management Committee about the longer-term future of the Town's Twinning relationships with Rinteln and Killarney, consider if the Town's Twinning relationships are sufficient and to make any appropriate decisions or recommendations for spending and budgeting.

2022 sees the 30th Anniversary of the twinning between Kendal and Rinteln.

It is beyond doubt that it has been a successful and exemplary relationship, one that has enriched the Civic life of both communities. However I believe it is a relationship that is in danger of 'withering on the vine' as the inter-personal relationships on which it has been built are ageing and to some extent, due to the passing of time, no longer existent.

As a Town Council could we have a discussion about whether as a Council we should invest some funding into a 'Mayoral plus' visit in which some of our younger councillors are encouraged to visit Rinteln, along with the Mayor, as part of a group of interested Kendalians with a view to looking forward to, and helping to stimulate, the next phase of this very special relationship. New relationships need to be established if it is to have a future.

The Kendal-Rinteln Association itself is struggling to find people with vision to move things forward and I suggest an injection of Council help, support and initiative might be necessary to ensure the twinning has longevity.

What better way to celebrate the 30th Anniversary than to fan some flames of life from its glowing embers, especially following the trials of the Covid pandemic which is adding to its demise.

Cllr. Andy Blackman

Report from meeting of Kendal Rinteln Association - 23rd September 2021.

KRA are now looking forward and making plans to celebrate the 30th Anniversary of the Kendal-Rinteln town twinning in 2022. To this end KRA committee members met via Zoom in mid-September to discuss a number of ways to mark the last 30 years of twinning. They were joined by Ursula Mucke, a member of the Rinteln Twinning Association. Although it is difficult in the current circumstances to make definite plans the committee recognised the need to have plans in place that can be implemented if and when they know it is feasible to proceed.

It is apparent that the committee is now reliant on one or two faithful members who have

served the KRA for many years but are 'running on empty' when it comes to vision and direction. Many of the committee positions are vacant and in a subsequent email to its membership following the committee meeting indicated that they are looking for 'new, younger' members to serve on the committee at the forthcoming AGM.

The principal posts that they are looking to be filled are:

Chair	Chair the committee meetings and the AGM. Act as a point of contact for the opposite number in Rinteln
Vice-Chair	Assist the Chair as and when required
Treasurer	Maintain bank accounts, make payments in accordance with committee decisions, apply for grants, produce annual accounts
Minutes Secretary	To note down the minutes of committee meetings and the AGM and circulate them appropriately
Membership Officer	To maintain a schedule of current members with contact details and any special interests (e.g. are they able/willing to be hosts for visitors from Rinteln.
Publicity/Local Media	To liaise with local media and produce ideas for publicity and promotional material.
Publicity/Social Media	To maintain the KRA Facebook page, adding new posts regularly, and consider other social media opportunities.
General Committee members	To attend committee meetings and provide ideas for achieving the Association's aims, and to further the reach of KRA to new members. Other possible areas are assisting with travel arrangements, helping with social events and producing a newsletter.

I suspect that there are very few KRA members who fall within the age profile that they are hoping to attract to these positions.

Over the years the twinning between Kendal and Rinteln has been a vibrant and enriching relationship built largely on the friendships of residents of both towns from its conception. Choirs, sporting and other interest groups have exchanged visits with both communities developing a greater mutual understanding and appreciation of their cultural similarities and differences. It is beyond doubt that the Civic life of the two towns has also been enhanced with reciprocal Mayoral visits taking place. Many Kendal Mayors will testify to the pleasure of receiving 'good will' messages at the Mayor Making ceremony from the Mayor of Rinteln, or a representative, who has attended in person. However as the passing of time takes its toll on the many friendships that were the bedrock of the twinning relationship, without some support, the KRA is at a critical point in a 'fight for survival' and should it fade the town and its council will be culturally poorer.

As a KTC representative on the KRA committee I believe that the most appropriate way to celebrate the 30th anniversary of the Kendal-Rinteln twinning is for Kendal Town Council to do all within its power and human and financial resources to support the efforts of KRA to re-establish itself as a vibrant and visionary association once again, one which will serve the community of Kendal for many years to come.

It is worth noting that Ursula informed us that Rinteln has elected a new Mayor, Angela Lange, who will serve for several years in an executive capacity from the beginning of November. Hopefully a message of congratulations to her, along with a message of appreciation to the outgoing Mayor, Thomas Priemer, will re-affirm KTC's commitment to the long standing friendship between the two towns.

	<u>2021-22</u>	<u>Funding B/Fwd</u>	<u>Exp To Date</u>	<u>Remaining</u>	
	<u>Budget</u>	<u>From 20/21</u>	<u>(Apr-Sep)</u>	<u>Budget</u>	
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		
Donations From Torchlight		£169			
Regalia & Uniforms			£66		
Misc Functions & Exp			£205		
Twinning	£2,500			£2,500	
Exhibitions	£1,500			£1,500	
Museum	£2,000			£2,000	
Total	£18,650	£209	£5,570	£13,080	

50% of Costs to be billed to SLDC
50% of Income to go to Torchlight