

KENDAL TOWN COUNCIL

Mayoralty & Arts Committee

**Tuesday 10th September 2019 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Alvin Finch (Chair & Mayor), Paul Bramham (Vice Chair), Jonathan Brook, Pat Gibson, Chris Hogg and Julia Dunlop.
- APOLOGIES** Councillors Douglas Rathbone (Deputy Mayor) and Richard Sutton
- OFFICERS** Liz Richardson (Town Clerk) and Rose Tideswell (Temporary Council Secretary)
- 329/19/20 PUBLIC PARTICIPATION**
- None.
- 330/19/20 DECLARATIONS OF INTEREST**
- None.
- 331/19/20 MINUTES OF THE MEETING HELD ON 28th May 2019**
- The Chairman presented the minutes of the meeting held on 28th May 2019, which had been approved by full Council on 1st July 2019.
- The Committee proposed and agreed that the minutes be accepted as a correct record.
- RESOLVED** That the minutes of the meeting of the Committee held on 28th May 2019 be accepted as a correct record.
- 332/19/20 MATTERS ARISING (Not on Agenda)**
- None.
- 333/19/20 REVIEW OF THE TERMS OF REFERENCE**
- The Committee noted the current Terms of Reference and had no changes.
- 334/19/20 KTC EXHIBITION 2020 (REF MINUTE 900/18/19)**
- A discussion took place as to the subject and venue of the 2020 exhibition. Suggested subjects ex-Mayors pictures, past Mayor William Bowness painting and poems and Mr. Duff's photographic history of Kendal were all discussed. Councillor C Hogg suggested that KTC works in partnership with Kendal College/Kendal Museum. Councillor Bramham suggested Kendal Library as a venue. It was noted that the Town Hall would be undergoing refurbishment in summer 2020 and so was not a possible venue.

Simon Unsworth agreed to discuss with Kendal Museum about exhibits/venue and he will report back to the next meeting The Town Clerk recommended that the budget of £1,500 for exhibitions and restoration stays the same.

RESOLVED

That Simon Unsworth discuss with Kendal Museum about exhibits/venue and report back to the next meeting

335/19/20

**CENTENARY OF NETHERFIELD/KENDAL FOOTBALL CLUB
(REF MINUTE 048/19/20)**

The Mayor Councillor Finch and Councillor C. Hogg had attended an event and presented them with a KTC celebratory shield.

336/19/20

UPDATE ON SALE OF KTC HERITAGE FURNITURE

The Town Clerk reported that the furniture is now with the auctioneers 1818 and the sale date is the 8th October. The monies from this sale will be ringfenced and go into the Arts and Heritage reserve. The Town Clerk has replied to a letter about the sale in the Westmorland Gazette.

337/19/20

KENDAL MUSEUM GRANT REQUEST

The Committee agreed the Kendal Museum's grant request for £2,000 for a model horse to display the Cumberland and Westmorland Yeomanry horse regalia.

RESOLVED

That the Kendal Museum's grant request for £2,000 for a model horse to display the Cumberland and Westmorland Yeomanry horse regalia be granted.

338/19/20

DUKE OF LANCS REGIMENT

The Committee noted the letter from the Area Secretary, Major (Retired) S. Laidler MA regarding his retirement and the closure of the Area Headquarters at Carlisle Castle, with the transfer of responsibilities. The Town Clerk was asked to write a letter of thanks from KTC.

RESOLVED

That the Town Clerk write a letter of thanks from KTC to the retiring Area Secretary.

339/19/20

**REPORT ON INSURANCE VALUATIONS AND KATHERINE
PARR PRAYER BOOK RESTORATION**

Simon Unsworth reported that the insurance valuations were awaited. He suggested that next year the pictures have an insurance re-evaluation.

The Katherine Parr prayer book has been examined by a registered conservation expert and he had made two proposals. Option 1: - full restoration and boxing with an estimated cost of £1,775 to £2090 or option 2: - custom made drop-back box with an estimated cost of £830.00.

Councillor C. Hogg proposed option 2 as we should only be engaged in conserving our heritage items. This was seconded by Councillor. J. Dunlop and carried unanimously. It was agreed that the work would be funded from the Arts and Heritage Reserve.

RESOLVED

That Simon Unsworth go ahead with engaging the conservation expert to make a custom box for the Katherine Parr prayer book.

340/19/20**UPDATED GUIDANCE ON THE ROLE OF THE MAYOR AND DEPUTY MAYOR**

The Town Clerk presented an updated Guidance on the Role of Mayor of Kendal which sought to clarify questions previously raised. She went through the changes and additions. Councillors all agreed with the updated guidance and resolved that it be issued.

RESOLVED

That the updated Guidance on the Role of Mayor of Kendal be issued.

341/19/20**ARTS & HERITAGE RESERVE SPEND (REF MINUTE 043/19/20)**

The Town Clerk explained that this reserve is ring fenced for restoration of heritage items and valuations. The funds had come from the sale of previous non-Kendal related heritage items. The proceeds from the sale of the heritage desks and chairs will go into this fund.

342/19/20**REVIEW OF PAYMENTS TO TOWN CRIER AND MACE BEARERS**

The Town Clerk advised the Committee that the payment for the Town Crier and Mace & Sword Bearers had not increased in the last 3 years and was due a review. She suggested that based on inflation the Town Crier's payment should increase from £45 to £49 and the Mace & Sword Bearers from £35 to £38. The Mayor Councillor Finch proposed acceptance of these figures Councillor Bramham seconded and it was carried unanimously.

RECOMMENDATION

That the Town Crier's payment should increase from £45 to £49 and the Mace & Sword Bearers from £35 to £38 with immediate effect.

343/19/20**REVIEW OF THE MAYORAL ALLOWANCE**

The Town Clerk advised the Committee that the Mayoral allowance is reviewed every couple of years. The last increase in value had been in 2011. The current payment is £5,000 with £1,250 of this being passed to the Deputy Mayor.

The Mayor Councillor Finch stated that it was an honour to serve Kendal as its Mayor and that he felt the allowance was sufficient. He proposed that the allowance remains the same. This was seconded by Councillor C. Hogg and carried unanimously.

RESOLVED

That the Mayoral Allowance remains the same.

344/19/20**REVIEW OF SPEND AGAINST BUDGET 2019/20**

The Town Clerk presented the review of spend against budget to end July 2019.

Committee asked whether funds had been given to the Tour of Britain. The Town Clerk confirmed that Council had agreed £2,000 and that £200 of this had come from the Civic Functions budget line with the remainder coming from the Council Miscellaneous and General Funds. The Mayor Councillor Finch commented that he had not heard or seen acknowledgment of our contribution whilst a guest at the finish area. The Town Clerk stated that the organisers had asked for the Town Council logo and she had understood this would be on the boards. She agreed to pass this on to CCC.

Members noted the Budgetary Control Statement ended 31st July 2019.

345/19/20**2020/21 BUDGET – REVIEW OF BUDGET REQUIREMENTS AND PROPOSALS FOR ONE-OFF DEVELOPMENT FUND BIDS**

The Town Clerk advised the Committee that there were no current Development Fund projects for review.

Regarding day to day expenditure she recommended an increase from £5,810 to £6,000 for civic functions. All other budget lines to remain the same.

The Mayor Councillor Finch asked if a budget could be allocated for a dedicated civic functions photographer. He had a person in mind. KTC could then send the photographs to the Westmorland Gazette and use them in our publications, website and on social media if the Mayor has a Facebook site. The Committee suggested that the priority would be Mayor Making, Mayor's Sunday, Torchlight, Kendal in Bloom Awards Ceremony, Remembrance Sunday and the Mayor's Coffee Morning and Charity Dinner. The Mayor Councillor Finch proposed a budget of £300 for photographing Mayoral events and an increase from £5,810 to £6,000 for the civic functions budget line for FY 2020/21. This was seconded by Councillor C. Hogg and carried unanimously.

RESOLVED

That it be proposed that there be a budget of £300 for photographing Mayoral events and an increase from £5,810 to £6,000 for the civic functions budget line for FY 2020/21.

346/19/20**ITEMS FOR THE NEWSLETTER**

The Town Clerk advised members that the Autumn/Winter edition was full and included a report on the new Town Crier. It was suggested that a piece on the conservation of the Katherine Parr prayer book be included in the Spring edition.

347/19/20

ANY OTHER BUSINESS

None.

348/19/20

DATE OF NEXT MEETING – Monday 11th November 7.00pm.

The meeting closed at 7.55 p.m.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
334	KTC Exhibition 2020	RES	That Simon Unsworth discuss with Kendal Museum about exhibits/venue and report back to the next meeting
337	Kendal Museum Grant Request	RES	That the Kendal Museum's grant request for £2,000 for a model horse to display the Cumberland and Westmorland Yeomanry horse regalia be granted.
338	Duke of Lancs Regiment	RES	That the Town Clerk write a letter of thanks from KTC to the retiring Area Secretary.
339	Insurance Valuation & Katherine Parr Prayer Book Restoration	RES	That Simon Unsworth go ahead with engaging the conservation expert to make a custom box for the Katherine Parr prayer book.
340	Updating guidance on the role of the Mayor and Deputy Mayor	RES	That the updated Guidance on the Role of Mayor of Kendal be issued.
342	Payments to Town Crier and Mace Bearers	REC	That the Town Crier's payment should increase from £45 to £49 and the Mace & Sword Bearers from £35 to £38 with immediate effect.
343	Review of Mayoral Allowance	RES	That the Mayoral Allowance remains the same.
345	2020/21 Budget	RES	That it be proposed that there be a budget of £300 for photographing Mayoral events and an increase from £5,810 to £6,000 for the civic functions budget line for FY 2020/21.