

# Kendal Town Council

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



11 July 2024

To Members of the Management Committee

*Members representing committees may substitute Vice Chairs if unable to attend. Please notify the Chair and the Town Clerk before the meeting. This agenda is copied to all councillors for information.*

Cllr A Blackman (Chair of Kendal in Bloom)	Cllr E Hennessy (Chair of Environment)
Cllr S Coleman (Chair)	Cllr H Ladhams (Chair of Culture and Communities)
Cllr J Cornthwaite (Mayor)	Cllr S Long (Rep on Kendal Futures)
Cllr J Dunlop (Vice Chair)	Cllr Doug Rathbone (Chair of Planning)
Cllr A Finch (Chair of Allotments)	Cllr C Russell (Chair of Audit)

You are summoned to a meeting of Kendal Town Council's Management Committee on **Wednesday, 17 July 2024, at 6.10 p.m.**, in the Council Chamber at the Town Hall, Highgate, Kendal.

Yours faithfully

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/>. The public are not permitted to speak in other parts of the meeting unless allowed to do so by the chair.

#### 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 any declarations of interest relating to matters which appear on this agenda, but which have not been previously declared on members' declarations of pecuniary interest and other interests.

#### 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 of the Last Meeting (pages 3 to 6)**

To receive the minutes of the meeting of the Committee held on 20 May 2024, and to authorise the Chair to sign them as a true record (see attached).

**5. Minute Action Sheet (pages 7 to 9)**

To consider a report on actions taken by officers on resolutions or recommendations made at previous meetings (see attached).

**6. Council Activity Report (pages 10 to 22)**

To consider the progress made across the various actions the Council is involved in and make any necessary decisions (see attached).

**7. Budget 2024/25 (pages 23 to 30)**

To review the expenditure against budget in the current year.

**8. Natural Kendal**

To consider how the Town Council should relate to Natural Kendal as an independent third sector group with several shared aims and active individuals.

**Background**

Natural Kendal is an independent, third sector organisation which took some of its impetus from proposals made to Kendal Town Council. The organisation shares a number of members with the Town Council, and its aims often overlap with those of the Town Council. The committee's views are sort on whether the relationship between the two organisations should be deeper, with what aim in mind, and how that might be resourced.

**Part Two**

It is likely that the following two items proceed following a resolution to exclude the press and the public, due to the content being of a confidential nature, disclosure of which would be prejudicial to the public interest, or another special reason stated in the resolution.

**9. Property and Office Accommodation**

To receive a brief verbal update from the Clerk on Office Accommodation.

**10. Employment and Staffing Matters**

(a) To consider if there are actions the Council should take to assist staff and members in parking closer to the Town Hall and office.

(b) To receive a verbal report from the Staffing Sub-Committee on the progress in recruiting a new Deputy Town Clerk and other posts.

(c) To receive a verbal report from the Chair of Staffing Sub-Committee or the Clerk on any other staffing matters requiring the Committee's consideration and guidance.

**11. Newsletter and Publicity**

To consider which items will be included in a press release and items for the next edition of the Council's Newsletter.

# Kendal Town Council

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**Minutes of a meeting of the Management Committee held on Monday, 20 May 2024, at 7.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.**

Cllr A Blackman	Present	Cllr E Hennessy	Apologies
Cllr S Coleman (Chair)	Apologies	Cllr H Ladhams	Present
Cllr J Cornthwaite	Present	Cllr S Long	Apologies
Cllr J Dunlop (Vice-Chair)	Apologies	Cllr D Rathbone	Present
Cllr A Finch	Apologies	Cllr C Russell	Present

**Also present:** Cllr L Hendry

**Officers in attendance:** Chris Bagshaw (Town Clerk).

## **M1/2024 Election of a Chair**

**In the absence of the Chair and Vice Chair, Cllr Rathbone was elected to the Chair for the duration of the meeting.**

**Resolved:** That Cllr Rathbone assume the chair for the duration of the meeting.

## **M2/2024 Apologies**

**Resolved:** To receive and accept apologies for absence from Cllrs Coleman, Dunlop, Finch, Hennessy and Long.

## **M3/2024 Declarations of Interest**

No declarations of interest were raised under this item.

## **M4/2024 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**

**Resolved:** Prior to consideration, to vote on moving into Part Two for consideration of Agenda Items Nos.12 (Property and Office Accommodation) and 13 (Employment and Staffing Matters).

## **M5/2024 Minutes of the Previous Meeting**

**Resolved:** To receive the minutes of the previous meeting of the Management Committee held on 4 March 2024 and to authorise the Chairman to sign them as a true record.

## **M6/2024 Minute Action Sheet**

Members considered a report on actions taken by officers on resolutions or recommendations made at previous meetings. Noting the Council had committed to improving the website, a query was raised about a complaint from a resident at the last Full Council meeting that the website didn't include a copy of the agenda for the meeting until the Friday before the meeting. The Clerk explained that he had corrected this technical breach of the Transparency Code immediately, and noted that the other

elements of the meeting were lawful in the scope of the Local Government Act 1972 – councillor notice, public notice etc. Following the complaint, the Clerk had checked with both CALC and NALC that his legal position was correct. They had concurred that it was and the member of the public had been reassured. The issue highlighted the need to ensure that maintenance of the Website was a part of the Council's resilience strategy. It was suggested that the issue also highlighted concerns about the visibility of the office and the Clerk suggested this be considered under the accommodation item later.

It was suggested item 53 be removed from the list and that the Audit Committee be reminded to consider an item on Civility and Respect Self Audit at their next meeting, as this was an outstanding action.

**Resolved:** To note the report.

### **M7/2024 Council Activity Report**

The Town Clerk presented a report on progress made across the various actions the Council was involved in. On the issue of the market, it was noted that the Town Team had been working on this but the report to W&FC by The Assembly Line consultants had not yet been published, so was unavailable to be shared with a wider reference group. It was suggested that once the report was published, a wider group of interested councillors, or the Culture & Communities Committee be encouraged to consider its proposals.

It was noted that the recent visit from twin-town friends from Rinteln had highlighted the absence in town of a central tourist information point. The W&FC Reception area was not available at peak times and there were currently few other places to acquire tourist information. The library was suggested, and the BID's programme with new interactive tourist information pillars was mentioned. It was suggested that all this debate should take place in the Culture & Communities Committee, who included Tourist Information and the visitor economy in their terms of reference.

It was suggested that the format of this agenda item could be improved by placing the actions under their respective plan headings, so that they could be more easily assessed for relevance and performance. This suggestion was passed back to the Chair and Vice Chair for a decision. Cllr Russell offered to assist in this.

**Resolved:** To note the report.

### **M8/2024 Budget 2024-25**

The Town Clerk presented a report detailing expenditure against budget in the current year. Noting that it represented only a single month's expenditure, and explaining that the report had been distributed late, because it had to wait until the month had been closed down on the Rialtas system, he drew the Committee's attention to a couple of notable items. The Precept had been paid in by the Collecting Authority in its entirety. In previous years this has been paid in two instalments. The result was a very high cash balance in the Council's accounts, which the Finance Officer was considering how to ensure that the interest return was maximised. Secondly the money allocated to a reserve fund over four years to contribute £150,000 towards the installation of glass panels instead of concrete walls along some of the most prominent sections of the new flood defences had reached its target. The Town Council was now awaiting an invoice from Westmorland and Furness Council to draw down the funds.

An ear-marked reserve called 'Connectivity' it was noted, really belonged to a previous finance scheme, and should be drawn down by the Environment Committee to contribute to existing works on the River Corridor.

**Resolved:** To note the report.

#### **M9/2024      Safeguarding Policy**

The Committee gave consideration to a report on the Council's Safeguarding Policy with a view to recommending it to Council for adoption. The Clerk gave some context as a condition of funding from Cumbria Community Foundation. It was suggested that the Council subscribe to the 'Purple Book' as a base point of reference. The Clerk explained that the Council needed to improve its training and resilience in this sphere and that the policy was the first step towards that.

**Resolved:** To accept the report and commend the policy to the Council.

#### **M10/2024      Community Infrastructure Levy**

The Committee considered a report on the current allocation of the Community Infrastructure Levy, recent payments, and a recent request that it is used to fund footpath survey work by the railway viaduct at Beezon Fields. It was noted that this was a part of an emerging scheme, to be mostly funded by Westmorland and Furness Council, to deliver the long talked about connectivity corridor along the river.

**Resolved:** To allocate £15,000 from the CIL towards survey work around the gap between Beezon Fields and Mintsfeet riverside.

#### **M11/2024      Carbon Literacy Training**

The Committee was asked to consider a proposal for Carbon Literacy Training for councillors and staff. Cllr Hendry had initiated the proposal, explaining that it represented a significant step forward from the position of declaring a climate emergency. There was debate about the cost-effectiveness of the training, its application to staff or elected members and how it could contribute to the Council's understanding of the issues. It was noted that the proposal as it was presented would exceed the current budget allocation for training across the whole council.

**Resolved:** To ensure that new staff and those existing staff members who have not yet attended training on Climate Literacy, be encouraged to take the courses this financial year, and that the issue of training for members be reviewed in the autumn when budget-setting for 2025-26 was being considered.

#### **M12/2024      Newsletter and Publicity**

The Committee considered which items would be included in a press release and items for the next edition of the Council's Newsletter.

**Resolved:** The newsletter could include the new Mayor, 20mph in Oxenholme, the developments on the river corridor, diary dates and festivals, Rinteln news and the Flood scheme.

**Part Two**

*Members voted to exclude the Press and Public for the following two items of business, due to the confidential nature of the discussion. Cllr Hendry left the meeting.*

*A Fuller version of the minute recording the Confidential business considered is on file.*

**M13/2024 Property and Office Accommodation**

The Committee discussed a matter relating to property and accommodation.

**Resolved:** To note the report, and to encourage the Clerk to escalate inquiries as appropriate to get a response.

**M14/2024 Employment and Staffing Matters**

(a) The Town Clerk reported verbally on progress in recruiting a new Deputy Town Clerk and other posts. A new Admin Officer had been appointed and would be starting work in early June. Initially they would be line managed by the Council Services Officer. A Development and Delivery Manager (Deputy Town Clerk) had also been appointed and she would begin work in the summer., once she had completed her notice period.

**Resolved:** To note the verbal update.

(b) The Committee considered two matters relating to Staffing and Staff Welfare.

The Chair reminded all chairs that Committee members should be mindful of their roles and responsibilities, and that respect and civility should be a cornerstone of the Council's culture. Committee chairs should reinforce the point that their respective committees have Terms of Reference agreed by the Council in May. Any activity beyond these Terms of Reference is outside the powers delegated by the Council to the Committee, and should be ruled out of order by the Chair.

**Resolved:** To note the verbal update.

The meeting closed at 9.42 p.m.

## Item No.5 - Management Committee - Minute Action Sheet - as at 10-07-24

Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
3	09/01/2023	M60/2022	Council Activity Report	Complete actions in order to improve Council's Website	CB		Nov-23	initiated discussion with current supplier
4	06/03/2023	M74/2022	Office Telephony	To agree to spend up to £4,500 from the 2023-24 IT and Telephony budget in April 2023, and to allow approximately £4,000 in the budgets for 2024-25 and 2025-26, costings and renewals to be reviewed after this point	CB		10-Sep-23	Supplier identified but awaiting staff time
10	30/05/2023	M10/2023	Property, Accommodation and Building Use	the Town Clerk to open discussions with the new principal authority, as outlined above.	CB		Process initiated 21 Aug 2023	Higher level discussion initiated but still awaiting review outcome
31	04/09/2023	M33/2023	Community Governance Review	To seek a CGR from Westmorland and Furness Council to alter the Town Council's electoral cycle so that it is in sync with that of the principal council and, in addition, to seek a review of boundaries in order to address new housing developments	CB		Process initiated with W&FC Sep 2023.	No report from W&FC as yet
35	04/09/2023	M37/2023	Newsletter and Publicity	To produce a suitable spreadsheet in relation to press releases.	CB			in progress

Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
50	08/01/2024	M54/2023	Minute Action Sheet	To diarise when actions are required in relation to Item 31 (Community Governance Review) and to request the Planning Committee to set up a working group, open to all Members who wish to take part, to consider proposals for new boundaries and ward sizes	CB			ongoing liaison with officers at W&FC over likely timescale for review
50	08/01/2024	M54/2023	Minute Action Sheet	With reference to Item 3 (Council Activity Report) and actions to improve the Council's Website, to establish a working group of the Management Committee to find out what Members hope to see, with any good examples to be drawn to the attention of the Town Clerk.	CB			Working group appears to be delayed by funding issue from MHCLG
50	08/01/2024	M58/2023	Community Infrastructure Levy (CIL)	To email all Members of the Council inviting them to form part of a working group, including involvement from Westmorland and Furness Council and other relevant organisations, to address the issue of the Birdcage on Finkle Street and other areas requiring improvements within the Town	CB			Awaiting information from W&FC concerning Town Team to give appropriate framework for action
50	08/01/2024	M63/2023	Newsletter and Publicity	To seek to source a new delivery company to distribute the Kendal Town Council Newsletter.	CB			Not yet actioned
51	04/03/2024	M68/2023	Minute Action Sheet	To contact Royal Mail about problems with delivery.	CB			Not yet actioned
52	04/03/2024	M68/2023	Minute Action Sheet	To provide Management Committee with a copy of the Market meeting notes	CB			Notes not yet provided by W&F
54	04/03/2024	M70/2023	Budget 2023-24	To circulate reserve statement	CB/SD			Completed



Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
57	20/05/2024	M7/2024	Council Activity Report	Re Market - once report to W&FC by The Assembly Line consultants is published, a wider group of interested councillors, or the Culture & Communities Committee be encouraged to consider its proposals				No report published as yet
59	20/05/2024	M7/2024	Council Activity Report	It was suggested that the format of this agenda item could be improved by placing the actions under their respective plan headings, so that they could be more easily assessed for relevance and performance. This suggestion was passed back to the Chair and Vice Chair for a decision. Cllr Russell offered to assist in this.				Not actioned
60	20/05/2024	M9/2024	Safeguarding Policy	Commend the policy to the Council				Policy held for clarification of roles. Hope to get to Council end of July
61	20/05/2024	<b>M11/2024</b>	Carbon Literacy Training	To ensure that new staff and those existing staff members who have not yet attended training on Climate Literacy, be encouraged to take the courses this financial year, and that the issue of training for members be reviewed in the autumn when budget-setting for 2025-26 is being considered				In induction process
62	20/05/2024	M13/2024	Property and Office Accommodation	To encourage the Clerk to escalate inquiries as appropriate to get a response				Conversation engaged at AD level in W&F

**Item No.6**

**Kendal Town Council**

**Action Plan July 2024**

The Council Plan agreed in the Summer of 2023 is set out below.

<b>Priority</b>	<b>Plan</b>
<b>1. Climate Change and Biodiversity</b>	a) Protect and improve green spaces, so they provide a natural home for wildlife, as well as being a wonderful place for people.
	b) Support awareness and actions that help us move toward zero carbon.
	c) Enhance our connections to the natural spaces and the river Kent.
	d) reduce pollution, encourage the reduction of waste and the means for better recycling.
	e) Work with partners to make all aspects of our lives more environmentally sustainable.
<b>2. How Kendal Looks and Feels - the Public Realm</b>	a) Ensure the most is made of Kendal’s natural beauty, fantastic location, great architecture, rich heritage, civic pride and strong community.
	b) Collaborate with partners to increase the number of affordable and sustainable homes for local families, encouraging the highest standards.
	c) Maintain and improve our open green spaces and allotments.
	d) Drive for a high quality in the buildings and maintenance of the town centre and its public space.
<b>3. A Thriving Town</b>	a) Promote Kendal to visitors and new arrivals.
	b) Engage with partners to deliver the Vision for Kendal and the Town Centre Strategy.
	c) Champion Kendal as a market town, service hub, retail centre and tourist destination.
	d) Promote the town’s industries, culture and heritage.

	e) Encourage and support local people in creating and delivering community festivals and events.
<b>4. Supporting People and Community Wellbeing</b>	a) Fight for the delivery of the local services people need,
	b) Collaborate with local communities, young people, local schools and colleges to provide services and opportunities for all young people.
	c) Support local community, voluntary, faith groups and businesses who together are addressing social issues and building our communities.
	d) work with local groups and community centres to address isolation, special needs and emergencies.
	e) encourage groups and institutions to come together, collaborate and develop efficient partnerships.
<b>5. Getting Around</b>	a) Improve footpaths and cycle ways.
	b) Lobby central government, and other partners to ensure the town has a better road system, that is maintained to the best standards, delivering better safety and shared use of our streets.
	c) Push for the improvement of bus and train services.
	d) Encourage active travel to access local services.
<b>6. General</b>	All plans and priorities will rely on engaging communities and encouraging participation. Our town's success is dependent on all of us working together. In all we do as Kendal Town Council, we will work to encourage the involvement of local people in local projects, to improve neighbourhoods, in the development of our communities and the coming together of our town for the benefit of all.

## Action Plan

The Council existing action plan is laid out below, with reference to the areas of the Council Plan being addressed.

### Thriving Town Centre

Current Actions	Aims and actions	Plan Reference	Current Committee	Partners	Timeframe/comments
In Bloom planting 2024	Silver Gilt in 2023 included a lot of feedback on sustainable planting in adversity – this will be the theme of 2024.	1a)	Kendal In Bloom	Continental Landscapes, W&FC, KCV, various local groups	Committee has identified theme for year and a planting plan review has been commissioned. However the Council will not enter Cumbria in Bloom this year due to the ongoing problems with the flood scheme and town centre works.
Christmas lighting	Aim of Display being up to date and fit for purpose	2a)	Culture & Communities	Kendal BID	A new process was initiated for selecting a contractor and the contract has been awarded. The expanded budget should result in improved displays across the town centre.
Market Place initiatives	Successful Levelling Up fund bid has led to £13.7 million from government	3c), d), e)	Management/ Environment /C&C	W&FC, Kendal BID, Kendal Futures	Town Team process appears to be delayed by funding uncertainty.
Proactive consultative roles	Themes constant in Futures agenda and issue with highways and BID requiring council involvement and engagement with community. Development of Local Plan, Neighbourhood Planning et	3e)	Management/ Environment /Planning/ Culture & Communities	W&FC, Kendal Futures, Kendal BID	Developing ideas through new Town Team and through Neighbourhood Planning initiatives in conjunction with Kendal Futures. New W&F Local Plan process has been

					engaged with through Planning Committee, and the impact of new planning legislation is being considered. However there is a high degree of change in this area.
Visit Kendal website	Site reviewed.	3c)	C&C	Kendal Futures/ BID	Site being reviewed. Currently held back due to staffing supply. This will be a priority for the new Development and Delivery Manager.
Leaflets	Cycle of updates needs budget and schedule	3c)	Management/Environment	Kendal BID	Updates now distributed.
Parlour and collection	Parlour visits and exhibitions scheduled	3d)	M&H	Kendal Museum/W&FC/ AR Cumbria and others	Visit cycle now scheduled and promoted. Slavery tour now planned for delivery during Unity Festival with a legacy of a published leaflet in due course.

**Sustainability**

Current Actions	Aims and actions	Plan Reference	Committee	Partner	Timeframe
Pollinator planting	To plant pollinators widely across Kendal, working with partners and the community	1a)	KiB/Environment	Continental Landscapes, W&FC Cumbria Wildlife Trust	Somervell Garden, Aynam Road , Kendal Green successful in year one, but now being reviewed. New

					wetland initiative at Canal Head delivered. Initiative at Beezon Fields awaiting Environment Agency work. Partnership with Cumbria Wildlife Trust and W&FC being developed very successfully. New planting now planned for Somervell following damage by FRS.
Dark Skies	To darken the skies of Kendal to support biodiversity and Nature recovery	1c), d)	Environment	FOLD/W&FC/ Kendal BID	KTC assets reviewed. Townwide audit complete. New lighting policy being developed
River Kent	To improve the River Kent as a clean, accesible river.	1c), d)	Environment	CRKC/EA/SCRT	CRKC Group funded, but ongoing support needed.
Flood Relief Scheme	To ensure the Flood Relief Scheme is in keeping with the town's historic and natural environment whilst	1e)	KiB/Environment /Planning	EA/W&FC/Civic Soc/KF	Extensive consultation work with EA through the

	protecting as many communities as possible.				Planning Committee's Working Group. Current debate is on design of New Road reach.
Zero Carbon Kendal Website	Developing public initiative	1b)	Environment	CAFS etc	Current project to be consolidated in website review
Inspiration Hub	Development of hub in town centre to meet issue of information being distributed to community	1b)	Environment	SLACC, Waste into Wellbeing and other stakeholders	Supported location at 106 Highgate. Site is now operating with KTC support. Information hub being developed.

**Getting Around**

<b>Current Actions</b>	<b>Aims and actions</b>	<b>Plan Reference</b>	<b>Committee</b>	<b>Partner</b>	<b>Timeframe</b>
Kirkbarrow Connections project/ Kendal Connections	To improve the footpath network across Kendal, to encourage active travel to school, work and socially. The project began by concentrating on the connectivity of Kirkbarrow to schools, college and shops.	1b), e), 5a)	Environment, Planning (KTCFRSWG)	W&FC	First path at Vicarage Drive now complete. Vicars Garth and Echo Barn Hill are next. W&FC now also engaged with other areas being

					mapped, designed and prioritised by the riverside, and east west at Mintsfeet.
LCWIP engagement	'Partner' to LCWIP as a means to improve active travel in Kendal	1b), e), 5a)	Environment	W&FC	Ongoing engagement, though process seems glacially slow. However, actions cross cut initiatives above
20mph	To promote the adoption of a 20mph speed limit throughout Kendal	5b), d)	Environment	W&FC	Initiative now adopted by W&FC, with Kendal scheme as early adopter for Oxenholme, and other parts of town earmarked for 2025-26.
River corridor	Flood relief scheme engaged with LCWIP. Strategic land purchase at Mintsfeet. Funded project with UU and W&FC at Wattsfield.	1a), c), 5a), d)	Environment /Management	W&FC/EA/others	Tree survey commissioned. Work on design and budgeting ongoing. Work at Wattsfield ongoing, with UU and W&FC funding being negotiated, as above..



Signage	Improved signage at Oxenholme station. Other opportunities identified at Blackhall Road	3a)	Environment	W&FC/Kendal BID/KF	As funds allow. Negotiations with Avanti West Coast initially promising, but may need rethinking if they have gone cold on the ideas.
Better road system	Identifying actions and initiatives which will deliver traffic reductions in key areas of town	5b)	Planning, Environment, Management	W&FC/Kendal Futures/BID	Kendal Futures have worked up some ideas for consideration in their Better Streets, however there is much more work to be done on community input and delivery.

**Communities**

Current Actions	Aims and actions	Plan ref	Committee	Partner	Timeframe/Comments
Newsletter	Three times per year. Royal Mail delivery formalised	4d)	Management/all		Scheduling needs longer lead. Distribution being checked. Next issue delayed due to staffing challenges
Social media presence	To ensure that the council has a current, vibrant and appropriate social media presence	1b)	All		Comms strategy needs to be worked out across all council activities. Review currently in

					progress with all staff. New appointees should strengthen this.
Community consultation and engagement	Included in draft budget for Culture & Communities, but needs to relate to wider context of Council activity and Comms strategy	3e)	Culture & Communities/Management		Part of ongoing work on Plan for Kendal, as TOR review allows
Active Kendal	To promote an active and healthy town. A Pump track site has been identified. Development of Sports Hub at Mintsfeet in embryonic stages	5a), d)	Environment/Culture & Communities	W&FC/various groups	Pump track site search now back with W&FC officers for consideration of identified site. Sports and Nature Hub subject to ongoing internal and external discussion with W&F and other stakeholders
Grants and Funding	Process consolidated 2022. Further work required to formalise criteria and scheduling issues	4c)	Environment /Culture & Communities		Working group tasked with developing new criteria being for 24-25.
<b>Events Action</b>	<b>Aims and actions</b>		<b>Committee</b>	<b>Partner</b>	<b>Timeframe</b>
Events budgets formalised	Financial controls and purchasing improved	3e)	Culture & Communities/M&H	KTH/SLDC	Currently on track, however loss of Events Officer has delayed effective forward management
Events officer	Appointed Sep 2022. Ongoing work on support through training and management	3e)	Culture & Communities/M&H	Various	Ongoing priority
<b>Comms Action</b>	<b>Aims and actions</b>		<b>Committee</b>	<b>Partner</b>	<b>Timeframe</b>
Festival engagement	Working with KMF for lights switch on	3e)	Culture & Communities/Environment	KMF and BID	2024 now in planning with KMF.

Social media and press presence	Social media working in some areas, but not others	3c)	All		Comms strategy required spring 2024, still work in progress
Website	Refreshed in 2021, but more work required. Probably required complete overhaul by 2025.	3c)	All		Subject to above. Proposed renewal in 2024 when current site is 11 years old.

### Public Realm

Local Plan Action	Aims and actions	Plan ref	Committee	Partner	Timeframe/comments
Response matrix	Previous version revisited	2a), b), d)	Planning	W&FC	Drafted Spring 2023. Dealing with challenges from new integrated planning system at W&FC. This is now more time consuming than previously. Additional staffing resource may become available in the autumn to complete this.
Local Plan engagement	Ongoing, subject to Planning Authority timetable	2a), b), d)	Planning/Environment	W&FC/Kendal Futures	New planning legislation, LGR and now the new Government has caused delays. Planning Committee briefed by W&FC officers, and Committee is fully engaged with process of developing new Local Plan.
Neighbourhood Planning	Scoping delivery of Neighbourhood planning to meet CIL and Local Plan needs	2a), b), c), d), 3b)	Planning/All	W&FC/Kendal Futures	Scoping spring 2024, with budget allocation for development in 2025. Discussions being held with W&FC Planning Policy officers

Kendal Futures	Council supports the Vision and is a partner to Kendal Futures	3	Management/Planning/Environment	Kendal Futures/W&FC	Needs outcome focus. Supporting town centre development initiative, but ongoing conversations about delivery and relationship management with W&FC and other stakeholders. Regular meetings between TC and KF now initiated (though last one delayed by election).
Proactive Consultation	Council has responded to consultations	4	Management/Planning/Environment		Horizon scanning required. Time allowed at Planning meetings to ensure adequate response. This needs further work, as the processes are often time consuming.
Flood Relief Scheme	Working group under Planning Committee.	1c)	Planning/Management/Environment	EA/W&FC	As above
Green Space Improvements	To be an active partner in the management and improvement of the town's green spaces	1a), c)	Planning/Allotments/KiB/Environment	W&FC/KCV/Friends groups/residents groups/Natural Kendal/stakeholders	Ongoing as budget allocated. Bowling Fell improvements now in project phase.
Street furniture	Council-owned assets repaired and improved. Elsewhere, subject to ongoing relationships with owning authorities	2a), d)	Environment	W&FC, Kendal Futures, Kendal BID	Wholesale review of strategic management of assets being developed. Bus shelters, seating, lighting, bins and civic planting.

Highways Improvement	Improvements to footway lighting and other issues outwith Kendal Connections project	1d), 4a), 5a)	Environment	W&F	Requires coordination and prioritisation outside ward concentrations. New policies being developed (as above).
Aspirational capital projects	To be a partner in projects to improve Birdcage, Finkle St, Yards, etc	2a)	Environment, Management, Culture & Communities, KiB	W&FC, BID, Futures	Several projects identified which require defined roles and outcomes.

### Council Audit and Administration

The following section of the Action Report appears to sit outwith the proposed Thematic headings.

Action	Aims and actions	Plan reference	Committee	Partner	Timeframe
Accommodation	Office move has created split site issues		Management	W&FC	Consolidation of Council presence in TH and Hub being prepared. Awaiting outcome of landlord's review of occupancy. Proposals stalled with landlord information supply.
IT	Agile working platform developed. Telephony is next challenge		Management	ITEK/W&FC	Budget allocated, delivery projected to Spring 2024. Suppliers identified.
HR systems	Contracts, appraisal process and staff handbook		Management/Staffing	Staff	Meraki HR contracted to support. Action Plans being developed. New contracts and staff handbook completed. Breathe HR software adopted Jan 2024, now being populated with records and action plans.
Financial Regulations and procedures	Fin regs update awaiting adoption. Procedure list created		Audit		Adopted by FC at June meeting. New model Fin Regs due 2024

Internal auditors	New IA appointed		Audit		Council adopted new IA and first report has been processed by Audit Committee.
Asset management reviews	External and parlour/picture store assets being reconciled.		M&H/Environment /Audit	W&FC	Now mostly complete, with problem areas identified.
Budget process	Ensure all councillors and staff are aware of process and timeframe		All		Timetable agreed by FC. Completed February 2024 and Precept requested. Timetable for 2025/26 budget round set out in Schedule.
Committee structure	Ensure all committees are serving council plan.		All		Plan adopted 2023. Committees still working through roles to ensure they match. Light touch review by Council May 2024 resulted in tweaking of numbers.
Council Plan	To develop and implement a Council Plan and to ensure it is embedded in public engagement		All		Plan adopted 2023. Use of Town Assembly to work through initiatives trialled successfully in 2023, but suffered from staffing shortages and other issues in 2024.

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## Kendal Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Income</u>							
Precept	567,997	636,157	636,157	0			
W&F Grant	33,047	33,047	33,000	(47)			
Bank Interest	16,065	3,325	4,500	1,175			
CIL Receipts	140,819	111,616	0	(111,616)			
Allotment Rent	25,094	19,091	24,200	5,109			
Other Income	11,129	0	0	0			
<b>Income :- Income</b>	<b>794,151</b>	<b>803,235</b>	<b>697,857</b>	<b>(105,378)</b>			<b>0</b>
<b>Net Income</b>	<b>794,151</b>	<b>803,235</b>	<b>697,857</b>	<b>(105,378)</b>			
less Transfer to EMR	151,948	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>642,203</b>	<b>803,235</b>	<b>697,857</b>	<b>(105,378)</b>			
<u>Staffing Costs</u>							
Staff Gross Pay	268,390	58,743	318,000	259,257		259,257	
Staff GP Childcare V	90	0	0	0		0	
Travel	136	0	500	500		500	
Staff Mobile Phone	47	0	0	0		0	
Staff Expenses	48	0	500	500		500	
Staff Training	625	1,330	3,000	1,670	370	1,300	
<b>Staffing Costs :- Indirect Expenditure</b>	<b>269,336</b>	<b>60,073</b>	<b>322,000</b>	<b>261,927</b>	<b>370</b>	<b>261,557</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(269,336)</b>	<b>(60,073)</b>	<b>(322,000)</b>	<b>(261,927)</b>			
<u>Premises &amp; Accommodation</u>							
Premises - Service&Rent Charge	14,109	0	13,800	13,800	1,709	12,091	
Premises Telephones	200	0	200	200		200	
Premises Garage Rent	2,600	0	2,600	2,600		2,600	
Premises Garage Electricity	283	83	400	317	208	109	
Premises Other & Gen Equip	1,152	187	2,778	2,591		2,591	
PremisAlarms - Service & Maint	1,751	756	1,850	1,094		1,094	
Premises PPE	59	0	1,000	1,000		1,000	
<b>Premises &amp; Accommodation :- Indirect Expenditure</b>	<b>20,153</b>	<b>1,026</b>	<b>22,628</b>	<b>21,602</b>	<b>1,917</b>	<b>19,685</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(20,153)</b>	<b>(1,026)</b>	<b>(22,628)</b>	<b>(21,602)</b>			
<u>IT &amp; Communications</u>							
IT Rialtas Costs	2,554	3,452	2,750	(702)		(702)	
IT Domain/Web (Designworks)	810	403	1,500	1,098		1,098	
IT Support ( ITEK/Sage)	4,269	1,116	4,300	3,184	3,348	(164)	

## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
IT Digital Meetings/Admin	303	0	1,000	1,000		1,000	
IT ITEK Other Costs	4,389	1,809	3,329	1,520		1,520	
New IT /Comp/Equip (Assets)	945	0	3,071	3,071		3,071	
IT Other Costs	1,264	666	750	84	455	(371)	
Newsletter	7,883	0	13,000	13,000		13,000	
<b>IT &amp; Communications :- Indirect Expenditure</b>	<b>22,417</b>	<b>7,445</b>	<b>29,700</b>	<b>22,255</b>	<b>3,803</b>	<b>18,452</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(22,417)</b>	<b>(7,445)</b>	<b>(29,700)</b>	<b>(22,255)</b>			
<u>Insurance &amp; Finance Costs</u>							
Insurance Public Liability	5,387	5,485	5,400	(85)		(85)	
HR Costs	7,472	3,053	4,500	1,448		1,448	
Finance Costs (Audit Fees)	3,098	0	3,800	3,800		3,800	
Finance - BK & Voucher Fees	167	91	200	109		109	
Finance Payroll Costs	428	0	520	520		520	
Other Expenses	0	0	100	100		100	
<b>Insurance &amp; Finance Costs :- Indirect Expenditure</b>	<b>16,552</b>	<b>8,629</b>	<b>14,520</b>	<b>5,891</b>	<b>0</b>	<b>5,891</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(16,552)</b>	<b>(8,629)</b>	<b>(14,520)</b>	<b>(5,891)</b>			
<u>Stationery/Office General</u>							
Admin Printing/Stationery/Post	2,246	235	2,100	1,865		1,865	
Admin Office Equip/Consumables	75	0	1,000	1,000		1,000	
Admin Repairs to Office Equip	0	0	500	500		500	
Photocopier ( Lease & Service)	1,293	0	1,500	1,500	321	1,179	
Admin General	204	46	0	(46)		(46)	
Admin Subscriptions	2,896	110	3,000	2,890	13	2,877	
<b>Stationery/Office General :- Indirect Expenditure</b>	<b>6,714</b>	<b>391</b>	<b>8,100</b>	<b>7,709</b>	<b>334</b>	<b>7,375</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(6,714)</b>	<b>(391)</b>	<b>(8,100)</b>	<b>(7,709)</b>			
<u>Vehicle Costs</u>							
Vehicle Fuel	981	167	1,200	1,033		1,033	
Vehicle Tracking Fee	96	24	0	(24)	72	(96)	
Vehicle Repairs	362	0	2,600	2,600		2,600	
Vehicle Van INS/TAX/MOT	875	837	1,300	463		463	
<b>Vehicle Costs :- Indirect Expenditure</b>	<b>2,314</b>	<b>1,028</b>	<b>5,100</b>	<b>4,072</b>	<b>72</b>	<b>4,000</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,314)</b>	<b>(1,028)</b>	<b>(5,100)</b>	<b>(4,072)</b>			



## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Elections</u>							
Election Fund	0	0	10,000	10,000		10,000	
Elections :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>			
<u>Mayoralty &amp; Arts</u>							
Mayoral Allowance	5,000	5,000	5,000	0		0	
Mayoral Travel	557	0	800	800		800	
Mayor Making	2,273	1,134	2,500	1,366	1,088	278	
Torchlight	347	0	2,000	2,000		2,000	
Remembrance Sunday	97	0	350	350		350	
Pictures & Others	50	0	250	250		250	
Misc. Mayoral Functions & Exp	2,776	1,276	4,000	2,724		2,724	
Mayor's Charit Exp	0	(113)	0	113		113	
Twinning	555	0	1,500	1,500		1,500	
Exhibitions	(1,997)	0	1,000	1,000		1,000	
Museum	2,000	0	2,000	2,000		2,000	
Mayoralty & Arts :- Indirect Expenditure	<b>11,658</b>	<b>7,297</b>	<b>19,400</b>	<b>12,103</b>	<b>1,088</b>	<b>11,015</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(11,658)</b>	<b>(7,297)</b>	<b>(19,400)</b>	<b>(12,103)</b>			
<u>Promoting Equality &amp; Diversity</u>							
Promoting Equality & Diversity	79	0	0	0		0	
Promoting Equality & Diversity :- Indirect Expenditure	<b>79</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(79)</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<u>Kendal Vision &amp; Futures</u>							
Kendal Futures Manager Contrib	10,000	0	10,800	10,800		10,800	
Kendal Vision Contribution	5,500	0	5,000	5,000		5,000	
Kendal Vision & Futures :- Indirect Expenditure	<b>15,500</b>	<b>0</b>	<b>15,800</b>	<b>15,800</b>	<b>0</b>	<b>15,800</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(15,500)</b>	<b>0</b>	<b>(15,800)</b>	<b>(15,800)</b>			
<u>Promoting Kendal</u>							
Kirkland Banners	1,500	0	1,600	1,600		1,600	
Visit Kendal Leaflets	6,280	1,265	9,000	7,735		7,735	
Visit Kendal Website Cont.	2,500	360	3,000	2,640		2,640	
Visit Kendal Content Co-ord.	5,519	1,816	7,250	5,434		5,434	
Promoting Kendal :- Indirect Expenditure	<b>15,799</b>	<b>3,441</b>	<b>20,850</b>	<b>17,409</b>	<b>0</b>	<b>17,409</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(15,799)</b>	<b>(3,441)</b>	<b>(20,850)</b>	<b>(17,409)</b>			
plus Transfer from EMR	2,450	0	0	0			

## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<b>Movement to/(from) Gen Reserve</b>	<b>(13,349)</b>	<b>(3,441)</b>	<b>(20,850)</b>	<b>(17,409)</b>			
<u>Wainwright Fund</u>							
Wainwright Fund Exp	250	250	250	0		0	250
Wainwright Fund :- Indirect Expenditure	<b>250</b>	<b>250</b>	<b>250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>250</b>
<b>Net Expenditure</b>	<b>(250)</b>	<b>(250)</b>	<b>(250)</b>	<b>0</b>			
plus Transfer from EMR	250	250	0	(250)			
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>0</b>	<b>(250)</b>	<b>(250)</b>			
<u>Audit, Grants &amp; Charities</u>							
AG&C Community Grants	42,000	1,500	43,000	41,500		41,500	
Audit, Grants & Charities :- Indirect Expenditure	<b>42,000</b>	<b>1,500</b>	<b>43,000</b>	<b>41,500</b>	<b>0</b>	<b>41,500</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(42,000)</b>	<b>(1,500)</b>	<b>(43,000)</b>	<b>(41,500)</b>			
<u>Christmas Lights &amp; Festivals</u>							
Christmas Lights Exp	20,789	16,000	30,000	14,000		14,000	
Christmas Lights Infra	4,250	0	5,000	5,000		5,000	
Christmas Electricity	1,475	0	1,100	1,100		1,100	
Christmas Switch On	9,831	0	10,000	10,000		10,000	
CL&F Bunting	265	882	1,500	618		618	
Jubilee/Coronation	6,032	0	0	0		0	
Cultural Initiatives	0	0	5,000	5,000		5,000	
CL&F Festival Grants	24,927	6,500	23,000	16,500	1,000	15,500	
Christmas Lights & Festivals :- Indirect Expenditure	<b>67,568</b>	<b>23,382</b>	<b>75,600</b>	<b>52,218</b>	<b>1,000</b>	<b>51,218</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(67,568)</b>	<b>(23,382)</b>	<b>(75,600)</b>	<b>(52,218)</b>			
plus Transfer from EMR	6,453	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>(61,115)</b>	<b>(23,382)</b>	<b>(75,600)</b>	<b>(52,218)</b>			
<u>Kendal In Bloom</u>							
KIB Floral Displays	19,045	10,807	30,000	19,193	3,477	15,716	
KIB Projects & Grants	8,621	90	6,000	5,910	3,131	2,779	
Other Expenses	84	0	0	0		0	
Kendal In Bloom :- Indirect Expenditure	<b>27,750</b>	<b>10,897</b>	<b>36,000</b>	<b>25,103</b>	<b>6,608</b>	<b>18,495</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(27,750)</b>	<b>(10,897)</b>	<b>(36,000)</b>	<b>(25,103)</b>			

## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Allotments</u>							
Allotments Gen Exp	6,878	1,326	9,000	7,674	694	6,980	
Allotment Water	2,043	275	1,950	1,675		1,675	
Allotment Rent	835	840	1,050	210		210	
Allotment Pest Control	2,201	489	3,200	2,711		2,711	
Allotments :- Indirect Expenditure	<b>11,957</b>	<b>2,930</b>	<b>15,200</b>	<b>12,270</b>	<b>694</b>	<b>11,576</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(11,957)</b>	<b>(2,930)</b>	<b>(15,200)</b>	<b>(12,270)</b>			
<u>E - New Infrastructure/Improve</u>							
24/25 Biodiversity Grants	0	0	10,000	10,000		10,000	
E - New Infrastructure	438	0	0	0		0	
E - Infrastructure Maint	4,070	0	6,000	6,000		6,000	
E - New Infrastructure/Improve :- Indirect Expenditure	<b>4,508</b>	<b>0</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>16,000</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(4,508)</b>	<b>0</b>	<b>(16,000)</b>	<b>(16,000)</b>			
plus Transfer from EMR	808	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>(3,700)</b>	<b>0</b>	<b>(16,000)</b>	<b>(16,000)</b>			
<u>E - W&amp;F Charges</u>							
E - W&F Charges-Footway Light	0	0	5,000	5,000		5,000	
E - W&F Charges-Bins	2,885	1,851	3,250	1,399	1,851	(452)	
E - W&F Charges :- Indirect Expenditure	<b>2,885</b>	<b>1,851</b>	<b>8,250</b>	<b>6,399</b>	<b>1,851</b>	<b>4,548</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,885)</b>	<b>(1,851)</b>	<b>(8,250)</b>	<b>(6,399)</b>			
<u>Projects - Climate Change</u>							
Eddington/Town Centre Hub	20,480	4,262	9,620	5,358		5,358	
Climate Jury Website	0	350	350	0		0	
Climate Zero Carbon Kendal	404	0	0	0		0	
Projects - Climate Change :- Indirect Expenditure	<b>20,884</b>	<b>4,612</b>	<b>9,970</b>	<b>5,358</b>	<b>0</b>	<b>5,358</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(20,884)</b>	<b>(4,612)</b>	<b>(9,970)</b>	<b>(5,358)</b>			
plus Transfer from EMR	20,884	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(4,612)</b>	<b>(9,970)</b>	<b>(5,358)</b>			
<u>Projects - Biodiversity</u>							
Bio Dark Skies Campaign	4,167	0	900	900		900	

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## Kendal Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
DNU Bio 2nd Round-Biod Grants	1,750	0	0	0		0	
Planting for Pollinators	0	0	10,000	10,000		10,000	
New Projects TBC	539	0	0	0		0	
<b>Projects - Biodiversity :- Indirect Expenditure</b>	<b>6,456</b>	<b>0</b>	<b>10,900</b>	<b>10,900</b>	<b>0</b>	<b>10,900</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(6,456)</b>	<b>0</b>	<b>(10,900)</b>	<b>(10,900)</b>			
plus Transfer from EMR	6,456	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>0</b>	<b>(10,900)</b>	<b>(10,900)</b>			
<u>Projects - 20MPH</u>							
20 MPH	0	0	31,600	31,600		31,600	
<b>Projects - 20MPH :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>31,600</b>	<b>31,600</b>	<b>0</b>	<b>31,600</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(31,600)</b>	<b>(31,600)</b>			
<u>Projects -Cycling &amp; Walking</u>							
C&WKirkbarrow Connections	8,738	0	26,000	26,000		26,000	
C&W Kendal Pump Track	0	0	2,000	2,000		2,000	
C&W LRCP	0	0	5,000	5,000		5,000	
<b>Projects -Cycling &amp; Walking :- Indirect Expenditure</b>	<b>8,738</b>	<b>0</b>	<b>33,000</b>	<b>33,000</b>	<b>0</b>	<b>33,000</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(8,738)</b>	<b>0</b>	<b>(33,000)</b>	<b>(33,000)</b>			
plus Transfer from EMR	8,738	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>0</b>	<b>(33,000)</b>	<b>(33,000)</b>			
<u>Projects - Green Spaces Impro</u>							
Bowling Fell Project	0	0	7,000	7,000		7,000	
Sepentine Woods Trail	373	0	600	600		600	
DNU Fellside Play Provision	5,231	0	0	0		0	
Mintsfeet Development	0	0	7,500	7,500		7,500	
<b>Projects - Green Spaces Impro :- Indirect Expenditure</b>	<b>5,604</b>	<b>0</b>	<b>15,100</b>	<b>15,100</b>	<b>0</b>	<b>15,100</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(5,604)</b>	<b>0</b>	<b>(15,100)</b>	<b>(15,100)</b>			
plus Transfer from EMR	5,604	0	0	0			
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>0</b>	<b>(15,100)</b>	<b>(15,100)</b>			
<u>Projects -Public Realm Enhance</u>							
Other Income	0	2,500	0	(2,500)			
<b>Projects -Public Realm Enhance :- Income</b>	<b>0</b>	<b>2,500</b>	<b>0</b>	<b>(2,500)</b>			<b>0</b>

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## Detailed Income &amp; Expenditure by Budget Heading 01/07/2024

Month No: 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
New Bench Windermere Road	0	0	750	750		750	
PR Kendal Yards	0	2,598	15,000	12,402		12,402	
PR Oxenholme Signage	0	0	6,514	6,514		6,514	
PR Water Fountain	0	0	5,000	5,000		5,000	
PR Birdcage	0	0	5,000	5,000		5,000	
PR Easy Travel	0	0	50,000	50,000		50,000	
Projects -Public Realm Enhance :- Indirect Expenditure	<b>0</b>	<b>2,598</b>	<b>82,264</b>	<b>79,666</b>	<b>0</b>	<b>79,666</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(98)</b>	<b>(82,264)</b>	<b>(82,166)</b>			
<u>Planning</u>							
Planning FRSWG Scheme	0	0	20,000	20,000		20,000	
PlanningNeighbourhood Planning	0	0	2,500	2,500		2,500	
Planning Training	0	0	2,500	2,500		2,500	
Planning :- Indirect Expenditure	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(25,000)</b>	<b>(25,000)</b>			
Grand Totals:- Income	<b>794,151</b>	<b>805,735</b>	<b>697,857</b>	<b>(107,878)</b>			
Expenditure	<b>579,120</b>	<b>137,351</b>	<b>870,232</b>	<b>732,881</b>	<b>17,737</b>	<b>715,144</b>	
<b>Net Income over Expenditure</b>	<b>215,031</b>	<b>668,385</b>	<b>(172,375)</b>	<b>(840,760)</b>			
plus Transfer from EMR	<b>51,643</b>	<b>250</b>	<b>0</b>	<b>(250)</b>			
less Transfer to EMR	<b>151,948</b>	<b>0</b>	<b>0</b>	<b>0</b>			
<b>Movement to/(from) Gen Reserve</b>	<b>114,725</b>	<b>668,635</b>	<b>(172,375)</b>	<b>(841,010)</b>			

## Earmarked Reserves

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<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR-Projects Fund	124,542.86	50,000.00	174,542.86
321 EMR-Allotments Reserve	68,225.24		68,225.24
322 EMR-Arts & Heritage Reserve	13,686.61		13,686.61
323 EMR-Environment Reserve	4,809.51		4,809.51
324 EMR-Election Reserve	47,037.00		47,037.00
325 EMR-FRSWG	130,000.00	20,000.00	150,000.00
326 EMR-Wainwright Fund	11,189.74	-250.00	10,939.74
327 EMR - Connectivity	2,708.00		2,708.00
328 EMR Cllr Contributions	7,200.00		7,200.00
331 Reserve A/C W&F Funds	0.00	3,500.00	3,500.00
351 EMR - CIL 22/23	21,167.79	-21,167.79	0.00
352 EMR - CIL 23/24	140,818.88	-28,832.21	111,986.67
353 EMR - Kendal Resilience	10,629.39		10,629.39
	<u>582,015.02</u>	<u>23,250.00</u>	<u>605,265.02</u>