

Kendal Town Council

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



27 July 2021

To Members of the Management Committee

| | |
|-----------------|--------------------|
| Cllr A Blackman | Cllr A Finch |
| Cllr S Coleman | Cllr H Ladhams |
| Cllr G Cook | Cllr S Long |
| Cllr J Dunlop | Cllr J Owen |
| Cllr S Evans | Cllr G Tirvengadam |

You are summoned to a meeting of Kendal Town Council's Management Committee on Monday 2 August 2021 at 7.30pm, in the Town Hall, Highgate, Kendal. Covid security measures will be in place, and you are required to follow the instructions on entering the building.

Yours faithfully

Chris Bagshaw
Town Clerk

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.

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 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.

4. 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.

5. Minutes of the Last Meeting

To receive the minutes of the meeting on 7 June 2021, and affirm them as a true record.

6. Matters Delegated to the Committee

To consider the following matters delegated to the Committee by the meeting of the Full Council on 4 May 2021.

i) Minutes from Council Committees

The Management Committee was delegated the task of receiving minutes from the Council's Committees and non-statutory working groups for the period up to 2 August 2021. These may be received en bloc.

| | |
|-----------------------------|--------------------------|
| Audit, Grants and Charities | 26 July 2021 (to follow) |
| Planning | 5 July, 19 July 2021 |
| Environment and Highways | 12 July 2021 |

7. Report on the Work Programme

To consider the progress made across the various actions the Council is involved in (*to follow*).

8. Budget 2021-22

- a) To consider the purchase of a new office shredder.

Background

The office currently uses a desktop shredder (Fellowes P58cs), which is intended for a single person's light use. As all staff now routinely shred extraneous paperwork to comply with GDPR requirements, the machine is no longer suitable for purpose, being slow and of a low capacity. A new machine, which suits an office with 5-10 staff, would cost in the region of £500.

Proposal

That officers be delegated the task of procuring a new shredder for less than £500, from the Stationery budget.

b) Subscriptions

To review the Council's subscription to the Rural Market Town Group, which is now due.

Background

The Council subscribes to the Rural Market Town Group, a grouping of council's in a predominantly rural context, sharing experience of access to investment and services, market town decline and other matters. The network produces briefings, newsletters, events and conferences, from which the Council has gained benefit and insight in the past. The subscription is £150 (ex VAT).

c) Spend Against Budget

To review the spend against budget for the areas under the committee's direct responsibility.

9. Refurbishment of the Town Hall

To receive a verbal update on the refurbishment of the Town Hall.

10. Employment and Staffing Matters

To receive a report from the Clerk on any Staffing matters requiring the Committee's consideration or attention.

11. Items for the Newsletter

To consider items for the next edition of the Council's newsletter.

Autumn/Winter 2021 Edition – deadline 17 September, publication 25 October.

12. Property Matters

This item is likely to be considered following a resolution by the Committee to exclude the Press and the Public due to the confidential nature of the subject.

The Clerk will brief the Committee on an issue for their consideration, to assist him in further decision making, (*report to follow*).

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Minutes of the meeting of the Management Committee held on Monday, 7 June 2021 at 7.30 at the Town Hall, Highgate, Kendal.

| | | | |
|-----------------|-----------|--------------------|-----------|
| Cllr A Blackman | Present | Cllr A Finch | Absent |
| Cllr S Coleman | Present | Cllr S Long | Apologies |
| Cllr G Cook | Present | Cllr J Owen | Present |
| Cllr J Dunlop | Apologies | Cllr D Rathbone | Present |
| Cllr S Evans | Present | Cllr G Tirvengadam | Present |

In attendance: Town Clerk

Also present: Cllr H Ladhams

M1/21/22 Apologies

Apologies were received and accepted from Cllrs J Dunlop and S Long.

The Chair clarified the role of Vice Chairs on the Management Committee. It was noted that whereas the practice of a Vice Chair deputising for the Chair of a committee in their absence was fairly well established, it was unclear what the situation was if the Chair of a committee was entitled to attend because they had more than one role, for instance as Mayor, and as Chair of a committee. The Chair expressed the view that in these circumstances, the Vice Chair of the committee should represent that committee's interests on the Management Committee.

It was noted that it was for the Chair of a committee to liaise with their deputy and brief them on Management Committee matters, prior to their deputising.

Resolved: That the Council adopts the practice of Vice Chairs attending Management Committee in the circumstance that the Chair of their committee is already an ex officio member of the Management Committee.

M2/21/22 Declarations of Interest

Cllr Blackman drew the Committee's attention to his involvement with Kendal Walking Festival, and took no part in the consideration of the item relating to this.

M3/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

The Committee considered whether to exclude the press and the public from item 12, as it related to a commercially confidential matter.

Resolved: To exclude the press and public from item 12.

M4/21/22 Minutes of the Previous Meeting

The Council received the minutes of the meeting held on 19 April 2021. A query was raised as to why the Somervell Gardens project appeared under Kendal in Bloom, when actually it was an Environment & Highways matter. It was suggested that officers and the two

Committees liaise over related issues. The capital for the Somervell Gardens project came from an E&H budget.

Resolved: To accept them as a true record.

M5/21/22 Matters delegated to the Committee

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

Following an opportunity to question relevant Chairs, it was suggested that action points from the Committees should be accepted, but the minutes themselves would be subsequently considered by the Full Council at its next available meeting.

It considered the recommendations of the following committees

| | |
|--------------------------------|--|
| Audit Grants and Charities | 26 April 2021 |
| Planning | 4, 17, 24 May 2021 |
| Christmas Lights and Festivals | 10 May 2021, including grants proposed in C9/21/22 |
| Environment and Highways | 17 May 2021 |

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

M6/21/22 Annual Governance and Accountability Return (AGAR)

The Committee considered a request from the Town Clerk for guidance on the matter of the date of the Council's consideration of the Annual Return. Scheduling issues arising from Covid, new ways of working, and staff changes, mean that the Council will not meet to confirm the end of year reports until Monday 5 July. The reports are required by the external auditor on 30 June, but PKF Littlejohn will not receive them until Tuesday 6 July, six days outside the regulated timeframe. The internal auditor's report was the last element of the year end report, and this was still in production. The Clerk apologised for these circumstances and explained that scheduling should be simpler in 2022, when the Pandemic and other factors should be out of the way. The external auditor had been made aware of the circumstances and would accept a late submission, though their conclusion will probably include the warning that submissions should be made within the statutory timetable. The alternative to this circumstance was that the Council convene an additional meeting with the AGAR as a single agenda item. Given that this would have to be during the last week in June, when the Government is considering the impact of the Delta variant of Covid 19, the Committee felt it was acceptable to minimise the necessity for a face-to-face meeting and delay the report by the four working days.

Resolved: That the Council submits its AGAR on Tuesday 6 July, 2021.

Resolved: That the Clerk sets out the schedule of meetings for 2022 in such a way as to ensure the Council meets its statutory timetables.

M7/21/22 Report on the Work Programme

The Committee considered a report from the Town Clerk on the Council's work programme. There was some discussion about the way in which the Council was responding to the challenges of the Covid 19 Pandemic, in relation to the schedule of meetings and the arrangements for physical, face-to-face interactions.

A query was raised about the extent of the Council's response to the apparent surge in rabbit numbers across the allotment estate. The Clerk reported that the Council Services Officer was preparing a strategy to be considered by the next meeting of the Allotments non-

statutory working group which included costing for an extension of rabbit proof external fencing across a number of sites. He further added that he thought it likely that a population surge was often followed by a rise in myxomatosis infections, in due course, which would result in a more effective reduction of the rabbit population than trapping or culling measures. He noted that the Council would not be in a position to sanction the culling of wild rabbits with firearms on Council-owned land in an urban setting.

Resolved: To note the report.

M7/21/22 Grants and Payments

The Committee considered a report on Grants and Payments from the Clerk. It proposed that the Mayor's allowance be formalised through payroll, so as to improve the its compliance with HMRC rules. It was suggested that this should also apply to the Deputy Mayor's allowance, which was currently, and for historical reasons, paid by the Mayor. There was some discussion as to how this might be carried out, but the general principle was accepted.

Resolved: To note that the Clerk as RFO had suspended use of the Council's credit card, except in very limited and authorised circumstances.

Resolved: To confirm that the Mayor and Deputy Mayor's allowance be paid through payroll, and that a review of the appropriate amounts be considered as a part of the 2022-23 budget.

Resolved: To instruct the Clerk to bring a report on the policy and payment of grants to a future meeting.

M8/21/22 Refurbishment of the Town Hall

The Clerk observed that the Committee had now seen some of the new décor in the refurbished Town Hall, since this is where the meeting was taking place. He suggested that the contrast with the un-refurbished Mayor's Parlour now looked a little stark and that perhaps in due course the Council should consider budgeting to bring that room up to a modern standard, too. The Council's office administration area was still some way from completion, and he was in negotiation with colleagues at the District Council for more storage space. In the meantime, the accommodation at The Mintworks was proving very successful.

Resolved: To note the report.

M9/21/22 Democratic Services Assistant

The Clerk reported that he had received several applications for the vacancy of Democratic Services Assistant, and would like to arrange interviews as soon as possible.

Resolved: That an interview panel of Cllrs Blackman, Ladhams and Rathbone (dep Dunlop) assist the Clerk in selecting a suitable recruit.

M10/21/22 Other Staffing Matters

The Committee's attention was drawn to the requirement for the Clerk to have an appraisal after six months with the Council.

The Clerk reported no other issues for the Committee's consideration.

Resolved: That the Clerk liaises with Cllr Blackman to conduct his appropriate appraisal.

M11/21/22 Property Matters

This item was considered following the resolution to exclude the Press and the Public, due to the issue being a matter of commercial and legal confidentiality. A separate confidential record of the extended minute and resolution is kept on file.

The meeting closed at 21.09.

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Minutes from the meeting of the Planning Committee held on Monday, 5 July 2021 at 6.30pm at the Town Hall, Highgate, Kendal.

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

In attendance: Town Clerk and Democratic Services Assistant

P22/21/22 Apologies

Apologies were received and accepted from Cllrs Cornthwaite and Rowley

P23/21/22 Declarations of Interest

None.

P24/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion but a query was raised about the practice of journalists contacting individual Councillors for a view, straight after the meeting. It was suggested that members of the Committee refer such queries to ward councillors who are not on the Planning Committee.

P25/21/22 Notes of the Previous Meeting

The Council received the notes of the Working Group meeting held on 21 June 2021.

Resolved: To accept them as a true record.

P26/21/22 Planning Process Issues

With regard to the biodiversity issues previously discussed, the Clerk noted that the Portfolio Holder for these matters at SLDC was happy to meet up to discuss them further.

Resolved: That the Clerk to arrange a meeting by Doodle Poll, or similar.

A Councillor raised an issue originally discussed at Environment and Highways concerning the replacement of brown signs, particularly those associated with the old K Factory Village. He didn't feel this was a cost that should be borne by the Town Council, but rather should be the subject of a s106 agreement with any new developer.

The Chair reminded councillors that the SLDC Local Plan is currently open for consultation and urged Councillors to consult widely in their areas.

P27/21/22 Kendal Town Council Flood Relief Scheme.

The Chair asked for the minutes from the Working Group's last meeting to be appended to the minutes of this meeting, for reference.

P28/21/22 Planning Applications

The Committee considered the Planning Applications shown in Appendix 1.

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

The meeting closed at 19.02

Kendal Town Council

Appendix 1

Applications for Planning Committee 5 July 2021

| No | App No/Type | Address/ Proposed Development | Comments to SLDC | Observations/Recommendations |
|----|--|--|---------------------|--|
| 1 | SL/2021/0583 | Land to the south of Underbarrow Road Discharge of Condition 5 Noise Mitigation Measures | n/a | The application to discharge the condition is noted and the Council has expressed a view that it would support the EHO if any further measures were required. |
| 2 | SL/2021/0628 | The Mews, Parkside Road Alterations to include 1st floor side extension, single storey garden room extension and revised entrance hall | 12 July 2021 | Councillors had some concerns on possible loss of privacy with neighbours. Councillors wished to see improvements in net bio-diversity gains. <u>No material objections.</u> |
| 3 | SL/2021/0613 | 30 Grasmere Crescent Single storey rear and side extension | 12 July 2021 | Insufficient information available on SLDC Planning website. Planning officer agreed to provide additional information. Consideration postponed to 3 August. |
| 4 | SL/2021/0641 | 36 Anchorite Road Two storey front and side extension & single storey rear extension | 16 July 2021 | Councillors had some concerns on possible loss of privacy with neighbours. <u>No material objections.</u> |
| 5 | SL/2020/0030 APP/M0933/W/21/3279457 | 31 Anchorite Road Sub-division of house to create two self-contained dwellings. The above application was refused by SLDC and is now with the Planning Inspector. The Inspector will review our original comments and receive any further comments we may have. | 26 July 2021 | The Committee acknowledged that further information had been obtained during an SLDC site visit made subsequent to its previous comments. The Committee supports the SLDC observations in rejecting the application. |

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| | | | | The Committee supports the action taken by SLDC. |
|--|--|--|--|--|

Appendix 2

Appendix 2

Flood Relief Scheme Working Group

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Notes from the non-statutory Working Group meeting held on Monday, 19 July 2021 at 6.30pm via Zoom.

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

In attendance: Democratic Services Assistant, Graham Harrison (member of the public)

P29/21/22 Apologies

None

P30/21/22 Declarations of Interest

The chair declared an interest in planning application 6 (SL/2021/0667), took no part in the discussion and withdrew from the meeting. The vice-chair took over for this agenda item.

P31/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P32/21/22 Minutes of the Previous Meeting

The Council received the minutes of the previous planning committee meeting held on 5 July 2021.

Resolved: To accept them as a true record.

P33/21/22 Planning Process Issues

The chair commented that the Clerk had suggested a date for a meeting with Councillor Chaffey of SLDC and was awaiting the return of the Clerk from leave to confirm.

P34/21/22 Kendal Town Council Flood Relief Scheme.

Councillor Vincent spoke to his notes from the last Kendal Town Council Flood Relief Scheme meeting. The next meeting is likely to be held on 28 July although this is awaiting confirmation. Councillor Vincent raised issues about the plans to display public art in the riverside area. Councillor Rowley raised his concern with the Environment Agency not responding to the opportunity to carry out improvements and using local farmers to build barriers, as has been done elsewhere. There is a forthcoming meeting with Stewart Mounsey of the Environment Agency where these items and others will be addressed.

P35/21/22 Planning Applications

The Committee considered the Planning Applications shown in Appendix 1.

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

The meeting closed at 19.50

Kendal Town Council

Appendix 1

Applications for Planning Committee 19 July 2021

| No | App No/Type | Address/ Proposed Development | Comments to SLDC | Observations/Recommendations |
|----|------------------------------|--|---------------------|---|
| 1 | SL/2021/0652 | Kentmere and Garburn Ward, Westmorland General Hospital, Burton Road Redevelopment of Kentmere and Garburn wards to remove dormitories from the mental health accommodation. Reconfiguration of internal spaces and small main entrance extension and new secure garden space formed | 21 July 2021 | No Material Objections. Councillors applauded the initiative being taken by WGH. However, councillors wished to ensure verges, trees and hedges were maintained. |
| 2 | SL/2021/0654 | 89 Appleby Road Erection of a replacement detached garage and 2 meter high post and panel boundary fence | 21 July 2021 | Material Objection. Councillors' object to the removal of boundary hedge and replacement with 2m high fence which they feel is out of keeping and makes no discernible contribution to net bio-diversity gains. In addition the proposal to use in part a corrugated metal roof is inappropriate and would better be suited to a slate roof throughout. |
| 3 | SL/2021/0661 | 6 Hawthorn Gardens Single storey rear extension | 23 July 2021 | No Material Objection. Councillors were concerned about the development being too close to the boundary of the property and potential resultant maintenance issues encroaching on adjacent properties. Councillors were concerned the scale of the development was too large and out of keeping. Notwithstanding these points, if approved a significant improvement in bio-diversity <i>net</i> gains is needed. |

| | | | | |
|---|------------------------------|---|--------------|--|
| 4 | SL/2021/0664 | Curry's PC World, Unit 1 South Lakeland Retail Park, Queen Katherines Avenue Replacement illuminated & non-illuminated signs | 23 July 2021 | The committee could not make a positive recommendation due to the fact the applicant has not stated the amount of illumination in question. |
| 5 | SL/2021/0666 | 6 Market Place Replacement shopfront | 26 July 2021 | No material objection |
| 6 | SL/2021/0667 | 1 Silver Howe Close Raised parking area at front of property (Retrospective) | 26 July 2021 | Material Objection. Councillors expressed their disappointment that this was a retrospective planning application. Councillors object that the whole front garden was removed without any biodiversity never mind inadequate contribution to net biodiversity. This is against SLDC biodiversity policy 2019. |
| 7 | SL/2021/0671 | 30 Birkbeck Close Two storey front extension | 27 July 2021 | No Material Objection subject to any negative comments from No 31 on overlooking. Insufficient net bio diversity gains in the application. |
| 8 | SL/2021/0677 | 18 Loughrigg Avenue Side conservatory | 27 July 2021 | No Material Objection. However, active consideration should be given to net biodiversity gain ensuring an increase in appropriate natural habitat and ecological features over and above the area being affected. |
| 9 | SL/2021/0683 | 26 River Bank Road Demolition of side carport & rear conservatory, erection of a single storey rear extension under a pitched roof with 4 Velux roof lights to the roof, rear-facing bi-fold door system and insertion of a side window with obscure glass, alterations and conversion of the existing single garage to a utility room & move of the entrance door to the side elevation and alterations to the front elevation fenestration (Resubmission of SL/2020/0676) | 28 July 2021 | No Material Objection. Councillors were concerned about the scale of the development and possible dominance of the proposal on neighbours. Councillors were also concerned about the lack of planting to compensate for the loss of the whole garden. Significant improvements in biodiversity net gain are needed to ensure the natural environment is in a measurably better state than beforehand. |

| | | | | |
|----|------------------------------|---|--------------|---|
| 10 | SL/2021/0685 | 24A Finkle Street Replacement roof vents (Retrospective) | 28 July 2021 | No Material Objections. Councillors expressed their disappointment that this was a retrospective planning application. |
| 11 | SL/2021/0706 | 5 Peat Lane Demolition of existing single storey rear extension and construction of a two storey rear extension | 30 July 2021 | No Material Objections. Councillors require to see significant improvements in biodiversity net gain. These have not been stated in the application and no agreement should be made without such permanent conditions |
| 12 | SL/2021/0701 | 57 Shap Road Garage conversion & extension to form ground floor bedroom | 30 July 2021 | No Material Objections. Councillors require to see significant improvements in biodiversity net gain. These have not been stated in the application and no agreement should be made without such permanent conditions. |

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Notes from the meeting of the Non-Statutory Working Group of the Environment and Highways Committee held on Monday, 12 July 2021 at 6.15pm via Zoom.

| | | | |
|-------------------------------|---------|---------------------|-----------|
| Cllr G Archibald | Present | Cllr S Evans | Apologies |
| Cllr J Cornthwaite | Present | Cllr S Long | Present |
| Cllr J Dunlop | Present | Cllr J Owen (Chair) | Present |
| Cllr A Edwards | Present | Cllr C Rowley | Present |
| Cllr E Hennessey (Vice chair) | Present | | |

In attendance: Town Clerk, Project Manager, Democratic Services Assistant

Also present: Mr J Rushworth (Local Democracy Reporter), Jack Ellerby, Quentin Merritt.

E13/21/22 Apologies

Apologies were received and accepted from Cllr Evans

E14/21/22 Declarations of Interest

None.

E15/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

A member of the public sought to raise an issue related to minute E6/21/22. The Chair assured the member of the public that input was welcome but the process for such input must be followed and intervention during the meeting did not follow the Council's standing orders. The Clerk invited the member of public to contact him directly after the meeting.

E16/21/22 Minutes of the Previous Meeting

The Council received the minutes of the Committee meeting held on 17 May 2021. Councillors questioned the Somervell maintenance fee. The Clerk reported that he is seeking clarity from SLDC and will update Councillors accordingly. It was also noted that this budget line could sit in Kendal in Bloom committee going forwards.

Resolved: To commend them as a true record

E17/21/22 Dark Skies

The Committee considered a presentation from Jack Ellerby, the Project Officer on the Dark Skies Project on their work to reduce the polluting impact of inappropriate levels of lighting in and around Kendal. The Dark Skies Project wished to establish a working group with representation from Kendal Town Council. The aim of the working group would be to support and advise the Dark Skies Project and work positively to bring about change through providing guidance ensuring the right amount of light is provided, where it is needed, when it is needed. Mr Ellerby provided examples of projects that had significantly reduced unneeded levels of lighting, such as Cliff Terrace, and notified the meeting of a forthcoming Dark Skies Festival in November at the Brewery Arts Centre on 8th, 9th or 10th November. The Chair reminded Council of their support for the light audit the results of which will be discussed by the Working Group.

Resolved: That the Committee appoints Cllrs Hennessy, Rowley and Cornthwaite as members of a Dark Skies Working Group.

E17/21/22 E&H Budget

The Committee considered a budget monitoring report. The Clerk noted that some work was still needed clarifying allocation of costs to budget headings but the new format is an improvement in the information provided.

Resolved: To receive the report.

E18/21/22 Highways and Infrastructure Proposals

The Committee considered proposals for improvements to the highways and infrastructure of Kendal.

- (A) Speed Indicator Devices. Members considered proposals to expand the scheme to include three new locations at Burnside Road, Burton Road and Sedburgh Road. Councillor Rowley asked if a SID could be used to warn of excessive speeds on out of town routes and be attached to existing lighting columns. The working group noted the challenges of siting a SID on the Appleby Road and asked the Project Manager to consider Shap Road, potentially near the Rugby Club, as an alternative location. A discussion followed regarding budgets to purchase an additional SID and it was agreed to utilise up to £3000 from the 20mph budget.

Resolved: To support the development actions for the three sites, approve the purchase of an additional SID via the 20mph budget and request the Project Manager liaise with the Police on a possible location on Shap Road and report back to this working group.

- (B) Cliff Terrace footway lighting. As part of the Dark Skies project, Kendal Town Council have supported the installation of wildlife friendly lighting on Cliff Terrace.

Resolved: To add the costs of Cliff Terrace lighting to the existing lighting budget at a cost of £120 per year.

E19/21/22 Action Plan and Development Projects Proposals

The Committee considered reports on the development of the following items:

- (A) Pumptrack feasibility. Councillor Hennessey updated the meeting on the idea of establishing a Pumptrack and identified a number of potential sites. Council debated the suitability of the different sites acknowledging the difficulty of finding a safe site that is not too near residential properties.

Resolved: Officers to produce an evaluation report of potential sites and report back to next meeting.

- (B) Beck footway lighting. The Project Officer reported on complaints on the lack of lighting behind the Beck Community Centre. A proposal to provide solar powered, motion sensitive and wildlife friendly lighting was reported. It was noted that utilising this type of lighting would complement the recommendations of Kendal's Citizens Jury. Councillors would like to see SLDC and CCC have an active part in implementing this solution.

Resolved: Officers to re-evaluate the proposal and request support from SLDC and CCC

(C) Wild Kendal. The committee considered a detailed report submitted by Quentin Merritt tackling the problems of biodiversity loss through an ambitious nature recovery plan. Some concern was expressed on the use of the name Wild and the risk of confusing this initiative with Rewilding. Councillor Hennessy, Cornthwaite and Archibald supported this initiative and suggested that Kendal Town Council would benefit from a biodiversity policy that would capture the key elements of this report and the other complimentary activities happening elsewhere. Initial ideas from Councillor Archibald included:

- Work with others to establish a local ecology centre to provide awareness and education
- Plant trees and shrubs of indigenous varieties. We will plant a tree for every resident of our area by 2030.
- Create habitats, e.g. for more bees/pollinators.
- Ensure sustainable and significant biodiversity gain from new developments
- Call for new biodiversity sites as part of a local plan
- Show home owners and allotment holders how to increase biodiversity
- Create a biodiversity innovation fund - to sponsor biodiversity projects
- Create protected areas
- Change spraying regimes
- Individual projects
- Greening our towns
- Wildflower planting on verges and change mowing regime
- Hedgerow enhancement
- Establish pollinator projects.

The Chair suggested there would also be wider links with schools, flood defence work and other crossover schemes who are active in this area. The Clerk advised that the Planning Committee's working group and SLDC's biodiversity specialist had the potential to incorporate elements of the proposal.

Resolved: That the council establishes a working group to liaise with the Wild Kendal initiative. Councillors Archibald, Hennessy and Rowley agreed to serve.

(A) Local Plan consultation. The clerk reminded councillors of the local plan consultation and the option of joint meetings between committees when covid restrictions are eased.

E20/21/22 Project Updates

The Committee considered reports on the following projects.

(A) Highways and Infrastructure Update. Councillors received the report and noted the difficulty identifying the owner of land adjoining Vicarage Drive. Councillors felt there was an opportunity for Kendal Town Council to take a lead on the restoration of footpaths across Kendal and suggested a condition survey that was Kendal wide. Given the possibility of major restructuring of local authorities in the near future there is some concern that public ownership of some paths could be missed. Councillor Archibald felt there was some urgency in making progress. The Clerk reported that there had been a detailed condition report constructed by the Ramblers Association and this could be reviewed.

Resolved: The Clerk to bring forward ideas at next meeting.

(B) Action Plan and Development Project Updates.

Resolved: To note the updates.

- (C) Citizens Jury. The Project Manager reported the positive initiatives following the 27 recommendations generated by Kendal's Citizens Jury. The funding is in place to deliver a solar audit and online inspiration hub. The Project Manager highlighted the aspiration to replicate the online hub in a physical space, as per the Jury's recommendation, in partnership with Waste into Wellbeing and the Repair Café initiative to promote and inform positive change. To test the idea and generate momentum, a pop-up café will test the suitability of this partnership approach. Councillors welcomed the report and were keen to see measurements of delivery against each recommendation. The Project Manager reported that both SLDC and CCC have formally responded to the Recommendations and that a SLACC member was supporting the development of a reporting and monitoring format.

Resolved to note the report and expect a pop up hub proposal at the next meeting.

The meeting closed at 20.35

EXPENDITURE

| | Actual Exp April - Jul | Remaining Budget | B/Fwd from 20/21 | Budget | Balance Variance |
|--|---------------------------|---------------------|---------------------|-----------------|---------------------|
| Salaries: | | | 1 | | |
| Total | £60,420 | £152,580 | | £213,000 | £0 |
| Accommodation | | | | | |
| Rent of Old Unison Room | £570 | | | | |
| Rent/ Heating/Lighting/cleaning/Parlour/Picture Store/Use of Chamber | £2,375 | | | | |
| Other: | | | | | |
| <u>Premises Other</u> | | | | | |
| Alarm - Service & Maint | £547 | | | | |
| Total | £3,492 | £13,473 | | £16,965 | £0 |
| IT | | | | | |
| Software ITEK | £996 | | | | |
| Support Sage | £95 | | | | |
| Digital Mee Zoom | £72 | | | | |
| Other IT Costs | £108 | | | | |
| Website Designworks | £859 | | | | |
| DocuSign | £75 | | | | |
| New IT System/Comp/Equip | | | | | |
| Total | £2,205 | £9,795 | | £12,000 | £0 |
| Insurance & Finance Costs | | | | | |
| Public Liability | £5,902 | | | | |
| HR | £525 | | | | |
| Finance Costs | | | | | |
| Total | £6,427 | £6,873 | | £13,300 | £0 |
| Stationery/Office General | | | | | |
| Printing/Stationery/Postage | £215 | | | | |
| Telephones | £48 | | | | |
| Misc. Office Expenses | £659 | | | | |
| Repairs to Office Equip | | | | | |
| Photocopier | £353 | | | | |
| Subscriptions | £99 | | | | |
| Payroll Services | £99 | | | | |
| Total | £1,473 | £5,427 | | £6,900 | £0 |
| Staff Training | £20 | £1,980 | | £2,000 | £0 |
| PPE | £42 | £458 | | £500 | £0 |
| Vehicle | | | | | |
| E-On Electricity Garage | £88 | | | | |
| Fuel | £324 | | | | |
| Tracking Fee | £28 | | | | |
| Repairs | £250 | | | | |
| Van Ins | £778 | | | | |
| Other | | | | | |

| | | | | | | |
|--------------------------------------|--|----------------|-----------------|---------------|-----------------|-----------|
| Total | | £1,468 | £833 | | £2,300 | £0 |
| Management Committee - 2 August 2021 | | | | | Page 23 of 23 | |
| Newsletter | | | £10,211 | | £10,211 | £0 |
| | | | | | | |
| Election Fund | | | £5,000 | | £5,000 | £0 |
| | | | | | | |
| Contingency | | | £5,000 | | £5,000 | £0 |
| | | | | | | |
| Misc. | | £353 | £2,147 | | £2,500 | £0 |
| | | | | | | |
| Wainwright Fund | | | £320 | | £320 | £0 |
| | | | | | | |
| Emergency Planning | | | £10,000 | | £10,000 | £0 |
| | | | | | | |
| Kendal Futures & Vision | | | | | | £0 |
| Support Co-ordinator | | £8,434 | | | £7,750 | |
| Promoting Kendal | | | | £4,344 | £5,000 | |
| Kendal Destination Website | | £1,200 | | | £6,000 | |
| Kendal Vision Next Steps | | | | | £5,000 | |
| Banners Kendal | | | | | £1,500 | |
| Total | | £9,634 | £15,616 | £4,344 | £25,250 | £0 |
| | | | | | | |
| SUB TOTAL: | | £85,533 | £224,097 | £4,344 | £325,246 | £0 |