

Kendal Town Council

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



1 December 2021

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 & Highways)
Cllr S Coleman (Chair)	Cllr H Ladhams (Vice Chair of Planning)
Cllr G Cook (Vice chair)	Cllr S Long (Rep on Kendal Futures)
Cllr J Dunlop (Deputy Mayor and Chair of AGC)	Cllr Doug Rathbone (Mayor and Chair of Planning)
Cllr S Evans (Chair of Christmas Lights and Festivals)	Cllr G Tirvengadam (Ordinary member)
Cllr A Finch (Chair of Allotments)	

You are summoned to a meeting of Kendal Town Council's Management Committee on Monday 6 December 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

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

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 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.

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 4 October 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, and extended on 6 September 2021.

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 4 October 2021. These may be received en bloc. Any recommendations may be considered as accepted, unless otherwise stated.

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|--------------------------------|------------------|
| • Planning | 22 November |
| • Environment and Highways | 8 November 2021 |
| • Christmas Lights & Festivals | 15 November 2021 |

7. Town Hall Refurbishment

To receive an update on the refurbishment of Kendal Town Hall. The Clerk will make a verbal report on the most up-to-date position, following correspondence with relevant officers at South Lakeland District Council

Background

The Town Council was asked to vacate its offices in Kendal Town Hall in the spring of 2020, to facilitate the refurbishment of both the Town Hall and South Lakeland House. The administration had occupied offices on the ground floor and second floor of the building, as well as the Mayor's Parlour on the first floor, a large kitchen and store, also on the first floor, and the Picture Store on the second floor. The vacation of these spaces (with the exception of the parlour and picture store, which were excluded from the scope of the refurbishment), took place in somewhat strained circumstances as the first lockdown began. Temporary accommodation was initially provided in a vacant space on the ground floor of South Lakeland House, opposite the reception foyer. Staff occupied this space coming out of lockdown, though the Council was without a Clerk by then, and the initial reasoning behind the proposed new provision was obscured. Subsequently, as the renovation work progressed into the South Lakeland House lower floors, the Council was moved again, this time to the Mintworks conference room, some 300m down Highgate from the front of the Town Hall.

The Council currently benefits from a tenancy of what is described as the 'Old Unison Room' in the Town Hall, for which it pays a rent (£2,279 in 2020). It pays additional rents and fees of around £10,000 for use of additional rooms, including the Parlour and Picture Store. Its occupancy of the Parlour and Picture Store, and its use of the Council Chamber, is defined by statute as a User Right, under the settlement which accompanied the 1972 Local Government Act. This use 'as of right' reflects the Town Council's inheritance of Kendal's mayoralty in the 1972 Act, and the acknowledgement that the new district and county councils, whilst assuming responsibility for many of the old Borough Council's services, did not take on the civic ceremonial role of the 'Burgh of Kirkbiekendal'. A portion of the civic role of the Town Hall was allotted to the Town Council to support the historic place of the Mayoralty and its council in the governance of the town. Several years ago, a proposal to convert this User Right, into a long term tenancy, was discussed. It is not clear what the outcome of this proposal was, as the process appears to have petered out, but the Council would be advised to be very cautious about losing a statutory right, however inconvenient it may appear to building managers.

8. Returning to Face to Face Meetings

To consider a report on the Council's plans for returning fully to Face-to-Face meetings (See *attached*).

9. Report on the Work Programme

To consider the progress made across the various actions the Council is involved in (see *attached*)

10. Budget 2021-22

To review the expenditure against budget in the current year.

11. Budget 2022-23 – Process and Timetable

To consider the process for agreeing the budget in 2022-2023.

12. Budget 2022-23 – Management Committee

To consider the Committee's element for the Council's budget in 2022-2023.

13. Budget 2022-23 – Council Budget and Precept First Pass

To consider the 'first pass' of the total Council Budget for 2022-23.

14. Items for the Newsletter

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

Spring 2022 Edition – deadline 30 January 2022, publication early March. Note: the pre-election period (formerly referred to as 'purdah') commences on 28 March 2022.

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.

15. Employment and Staffing Matters

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

16. Property Matters

To receive a report on a property issue affecting the council and to make a recommendation.

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Minutes of the meeting of the Management Committee held on Monday, 4 October 2021 at 7.30pm at the Town Hall, Highgate, Kendal.

Cllr A Blackman	Present	Cllr G Archibald (substitute for Cllr Finch)	Present
Cllr S Coleman	Present	Cllr S Long	Present
Cllr G Cook	Present	Cllr E Hennessy	Present
Cllr J Dunlop	Present	Cllr D Rathbone	Present
Cllr S Evans	Present	Cllr G Tirvengadam	Present
Cllr H Ladhams	Present		

In attendance: Chris Bagshaw (Town Clerk) and Ian Gordon (Democratic Services Assistant)

M22/21/22 Apologies

None

M23/21/22 Declarations of Interest

None

M24/21/22 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 15 (Property Matters) as it related to a commercially confidential matter.

Resolved: To exclude the press and public from item 13 and 15

M25/21/22 Minutes of the Previous Meeting

The Council received the minutes of the meeting held on 2 August 2021.

Resolved: To accept them as a true record.

M26/21/22 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 and extended on 6 September 2021.

The committee considered the recommendations of the following committees

Allotments	27 September 2021
Planning	6 September, 20 September 2021
Environment and Highways	12 July 2021

Officers were asked to check that a correction had been made to the minutes of the Environment & Highways Committee, to show the correct councillors attending. The Clerk confirmed that he believed this to have been done.

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

M27/21/22 Report on the Work Programme – Twinning Association

As a preliminary to the report on the Council's Work Programme, Cllr Blackman reported on recent meeting of the Kendal – Rinteln Association (KRA). Like a number of associations and societies, there are challenges recruiting new members to be involved. However, as next year is 30th anniversary and with a new Mayor elected in Rinteln, the committee felt this was a good time to reinvigorate the important cultural linkage between the two towns. The committee felt there would be some benefit in forming a sub-committee with KRA. It was proposed that the Mayoralty Committee include this as an agenda item at their next meeting.

Resolved: That the Mayoralty Committee review the relationship between KRA and the Town Council and investigate options to invigorate the relationship.

M28/21/22 Report on the Work Programme

The Committee considered a report from the Town Clerk on the Council's work programme.

Resolved: To note the report.

M29/21/22

The committee congratulated Councillor P Walker for his recent election as Town Councillor. Cllr Walker was proposed to join the Kendal in Bloom Committee.

Resolved: That Cllr Walker be appointed to the Kendal in Bloom Committee.

M30/21/22 Code of Conduct

The Clerk provided background information relating to the introduction of an updated Code of Conduct for Councillors.

Resolved: To compare the existing Town Council code of conduct with the new draft code. The Clerk will report progress at the next meeting.

M31/21/22 Levelling Up Fund

The committee agreed to contribute £5,000 to brief consultants developing an application to the government's Levelling Up Fund. Stressed the importance of only submitting a cohesive plan to have any chance of success. Draw on s106 Sainsbury fund around Longpool.

Resolved: To contribute £5,000 to contribute to the process.

M32/21/22 Walking Leaflet Reprint

The committee agreed to authorise a reprint of the walking leaflet

Resolved: To authorise a reprint of 50,000 leaflets estimated to cost £5,301 from the Promoting Kendal budget.

M33/21/22 Budget 2021-22

The committee reviewed the spend against budget for the areas under the committee's direct responsibility.

Resolved: To accept the report

M34/21/22 Refurbishment of the Town Hall

Item covered in work programme report (M27/21/22)

The following two items were considered following the Exclusion of the Press and the Public (Minute M24/21/22)

M35/21/22 Property Matters

The Clerk briefed the committee on the current situation relating to a potential asset purchase that potentially aligns with the Flood Defence Scheme. The Committee agreed that a resolution of this would be desirable and would contribute to a number of initiatives.

Resolved: To note the update from the Clerk, continue to take discussions forward but be aware of potential liabilities beyond purchasing the asset.

M36/21/22 Employment and Staffing Matters

Prior to discussion of this item, both the Clerk and the Democratic Services Assistant left the room. The Clerk's appraisal has been carried out. The committee congratulated the Clerk for his hard work in his first year and agreed to the spinal point increase.

Resolved: That the Clerk's salary increases by one spinal column point, backdated as required, and that Cllr Blackman give additional feedback to the Clerk, on behalf of the Committee.

The Committee returned to Public session.

M37/21/22 Items for the Newsletter

Councillors suggested a number of topics to be included in the next Newsletter:

- The Rinteln Kendal Association to give this a boost.
- The success of the Ivy planting at Longpool.
- Update information on the Flood Relief scheme.
- Dog fouling enforcement and education.

The meeting closed at 9.16pm

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Minutes of the Planning Committee Working Group held on Monday, 22 November 2021 at 6.00pm via Zoom.

Cllr J Cornthwaite	Apologies	Cllr D Rathbone (Chair)	Present
Cllr P Gibson (from 6.25)	Present	Cllr C Rowley	Present
Cllr H Ladhams (Vice Chair)	Present	Cllr K Teasdale	Present
Cllr D Miles	Absent	Cllr G Vincent	Present

In attendance: Chris Bagshaw (Town Clerk), Ian Gordon (Democratic Services Assistant), Councillor S Long.

P86/21/22 Apologies

Apologies were submitted and accepted from J Cornthwaite

P87/21/22 Declarations of Interest

Cllr Rathbone drew the Committee's attention to his previously declared interests in Application 2 (South Lakeland House, Lowther Street SL/2021/1015) and 4 (3 Locations between Bridge 164 & 172 on the Lancaster Canal SL/2021/1036&7) and relinquished the Chair for the latter item.

Cllr Rowley drew the Committee's attention to his previously declared interest in Application 4. SL/2021/1036&7).

Cllr Vincent drew the Committee's attention to his potential conflict of interest in Application 7 (117 Valley Drive SL/2021/1033), because the applicant was known to him.

P88/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

P89/21/22 Minutes of the Previous Meeting

The Committee received the minutes of the previous planning committee meeting held on 1 November.

Resolved: To accept them as a true record.

P90/21/22 Planning Process Issues

Westmorland Shopping Centre change of use application SL/2021/0739 is being considered by SLDC Planning Committee on Thursday 25 November. There were no material objections. It was suggested that the Council write to SLDC seeking clarification on Kendal College's strategy for use of this site.

Resolved: The Council contacts SLDC before 25 November seeking clarification on Kendal College's strategy for the use of part of the Westmorland Shopping Centre and that the committee had no material objection is to be reported to the Planning Authority.

47 Rydal Road SL/2021/0259. A councillor was concerned about the paving of a front garden and encroachment on public land. SLDC feel this is a de minimus matter and is no cause for concern. The councillor does not feel it is de-minimus and is concerned to understand what policy are they following? The Clerk noted that original planning application had been removed and therefore it was not a planning issue but was a property matter for SLDC.

Resolved: The Clerk to arrange a meeting with Vice Chair to discuss and action needed by the Town Council and to report back to the committee.

The Chair asked for any update on the apparent planning alteration at the former K Factory Village area that had been tarmacked (see minute P83/21/22). The Clerk has notified SLDC and believes there will be a retrospective planning application forthcoming.

P91/21/22 Kendal Town Council Flood Relief Scheme.

There has not been a meeting since the last Planning Committee Meeting. The Clerk reported on the draft initiative for the Town Council to part fund Paul Quinn's Upstream Natural Flood Management plan.

Resolved: To submit the request for funding to support this exploratory flood defence work to the next Management Committee meeting.

P92/21/22 Local Plan Issues and Options Consultation

Councillors felt there was insufficient time to fully discuss the 170 page draft report articulating the Town Councils response to the Local Plan call for sites. Various issues of policy were raised and discussed following from the draft report extant at that time. Members were encouraged to also check site specific information in versions of the document. The Clerk reported that an updated version of the Town Councils response will be circulated immediately following this meeting and comments invited in writing from Councillors by 2pm Wednesday (24th).

Resolved: Councillors will review the updated draft response to the Local Plan and submit any comments to the Clerk by 2pm on Wednesday 24 November.

P93/21/22 County Council Planning Issue

Low Fellside Road entry of refuse vehicles.

Resolved: The Town Council agree with the proposed changes in accordance with the Traffic Regulation Act 1984 with the proviso the bollard is always relocked after use by refuse vehicles.

P94/21/22 County Council Planning Issue

Demolition of Highways Depot at Mintsfeet.

Resolved: The Town Council has no objection.

P95/21/22Planning 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 19.20

Kendal Town Council

Appendix 1

Applications for Planning Committee 22 November 2021

No	App No/Type	Address/ Proposed Development	Comments to SLDC	Observations/Recommendations
1	SL/2021/0951	12 Castle Green Close Loft conversion, alteration to roof including hip to gable & rear dormer	24 November	No Material Objection subject to it not overlooking neighbours and pending suitable responses to questions raised from Natural England when those questions are suitably formed.
2	SL/2021/1014	South Lakeland House, Lowther Street Variation of Conditions 2 (approved plans) and 3 (external materials) attached to planning permission SL/2019/0731 (Demolition/removal of existing entrance lobby and erection of new glazed lobby and installation of replacement of windows)	25 November	No Material Objection
3	SL/2021/1015	Ibis Sports and Social Club, Mintsfeet Road Single storey extension to provide improved changing room space for the football club	26 November	No Material Objection
4	SL/2021/1036 SL/2021/1037	3 Locations between Bridge 164 & 172 on the Lancaster Canal, Hincaster Tunnel East, Hincaster Tunnel West, Sedgwick Aqueduct & Kendal Change Bridge Display of interpretive signage at seven locations on the 'Northern Reaches' of the Lancaster Canal.	26 November	No Material Objection. Town Council supports the comments from Countryside Access and Sedgwick Parish Council and Historic England being informed about the Sedgwick Aqueduct sign
5	SL/2021/1027	Garages off Blea Tarn Road Erection of two domestic garages	26 November	Recommend Refusal . The application would mean over development and would be detrimental to other garage owners. No net biodiversity in application or consideration by planning

				department. Unnecessary movement of public footpath.
6	SL/2021/1017 & SL/2021/1018	Sand Aire House, Stramongate Change of use of offices (Use class E) to Hotel (Use class C1) including internal works	29 November	No Material Objection subject to commissioning of a flood risk vulnerability report and evidence of implementation to ensure stringent mitigation. Encourage the developer to add planting of a vertical trellis or a similar to meet a net bio-diversity contribution. In addition, a travel plan for use of hotel is needed to identify car parking obstacles to approval.
7	SL/2021/1033	31 Underley Avenue Two storey side extension, single storey rear extension & front porch extension	29 November	No Material Objection provided the phasing of works described in the tree plan is adhered to strictly and there is a significant net biodiversity gain to offset the large addition to this building. The Council supports the request for swift bricks.
8	SL/2021/1035	117 Valley Drive Front porch/W.C. extension	29 November	No Material Objections
9	SL/2021/1040	Parkside Business Park, Parkside Road External alterations to facade of building including 4 new windows and new pedestrian door set with full height window on the front (north) elevation and new pedestrian door set to side (west) elevation	29 November	No Material Objections
10	SL/2021/1041	Playmates Pre School Nursery, Captain French Lane Variation of conditions 2 (approved plans), 3 (materials) and 4 (biodiversity) attached to planning permission SL/2021/0418 (Demolition of existing 2 storey extension and erection of replacement 2 storey extension on enlarged footprint)	29 November	No Material Objections. The Council supports the proposed use of swift bricks.

11	SL/2021/1032	26 Gillinggate Single storey rear extension	29 November	No Material Objections
12	SL/2021/1056	2 Blea Tarn Road Two storey side extension, single storey front and rear extension, replacement detached garage & widening of vehicle access	30 November	No Material Objections provided net biodiversity gain is achieved and highways agree to the change of access. Swift bricks welcomed.
13	SL/2021/1057	Land off Brigsteer Road 2 x advertisement boards and 6 x flag poles	30 November	No Material Objections provided this is time limited to no more than six months after the sale of the last property

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Notes from the meeting of the Non-Statutory Working Group of the Environment and Highways Committee held on Monday, 8 November 2021 at 7.30 pm via Zoom.

Cllr G Archibald (Vice Chair)	Present	Cllr S Evans	Present
Cllr J Cornthwaite	Present	Cllr S Long	Present
Cllr J Dunlop	Present	Cllr K Simpson	Present
Cllr E Hennessey (Chair)	Present	Cllr C Rowley	Present

In attendance: Town Clerk (Chris Bagshaw), Project Manager (Helen Moriarty), Democratic Services Assistant (Ian Gordon) plus a member of the public.

E28/21/22 Apologies

None

E29/21/22 Declarations of Interest

None

E30/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None

E31/21/22 Minutes of the Previous Meeting

The Council received the minutes of the Committee meeting held on 13 September 2021. The Chair asked if there was any update on the production of a bio-diversity policy. The Clerk reported that this was still work in progress.

Resolved: To commend them as a true record.

(5) E32/21/22 E & H Budget and current spend to date

The Committee considered the budget for the current year and noted the separation of development fund projects and Environment and highways core projects.

Resolved: To note the report

(6) E33/21/22 Project Updates

The Project Manager set out a written report on project updates and Committee members raised various questions.

Kirkbarrow Connections Project.

Councillor's asked if this project is developing at pace or moving more slowly. The Clerk reported that CCC are going to carry out some remedial work in April 2022 and there are ongoing surveys taking place. Concern was expressed about legal progress on the purchase of additional land.

Ivy Screening

The Project Manager reported that further installation around Longpool had been well received. It was felt some signage indicating the work has been carried out by the Town Council should be installed.

Pump Track

Land Allocation responses are required from SLDC. It was agreed to take this forward with local District Councillors.

It was felt reporting project updates would benefit from the addition of target dates and/or milestones.

Resolved: The Clerk and/or Project Manager will update the Project Update Report to include milestones and costing information.

Resolved: The Project Manager will arrange for Kendal Town Council signage acknowledging the installation of ivy screening at Longpool and Blackhall Road.

(7) E34/21/22 Gooseholme Anti-Social Behaviour

Councillors received an overview report. It was suggested to review the Safer by Design Audit via an informal meeting with Councillors and the author of the audit, to work up more detailed proposals. Members would be Councillors Cornthwaite, Archibald, Dunlop, Evans plus the Clerk and Project Officer. It was also suggested to invite the relevant resident who raised this at last meeting. The remit of the working group would be to identify the salient points and bring back a report to next E&H meeting.

Councillor Evans promoted new youth activities at Castle Street Centre via Kendal Youth Zone.

The provision of a public toilet was discussed. Clerk reported that the Police have the view that they would not support such a provision as this would exacerbate the anti-social behaviour as outlined in the report. Other proposals to be discussed with working group.

Resolved: To set up working group consisting of Councillors Cornthwaite, Archibald, Dunlop and Evans plus the Clerk and Project Manager. The working group will decide if a wider membership is needed. The remit of the working group is to disseminate the Safer by Design Audit and the paper circulated by the Project Manager for this agenda and present proposals to the next E&H meeting.

(8) E35/21/22 Fellside Play Provision

The Committee considered the report and the opportunity to work with the Fellside Forum regarding enhancements to Serpentine Woods. Councillors agreed the Town Council can support the maintenance of the Alphabet Trail. The plans of the Kendal Civic Society to create a new entrance from M&S into Nobles Rest and the possibility of this area being developed as a natural play area for younger children was discussed. The need to enhance Bowling Fell around the Monument was also highlighted. As per the report, it was highlighted that access issues make the area unsuitable for play provision.

It was noted that the idea of a play area in Nobles Rest had been rejected by SLDC, nevertheless it was felt helpful to revisit this and explore opportunities for natural play areas.

Resolved: To continue developing natural play ideas in partnership with Fellside Forum and Kendal Conservation Volunteers and create a maintenance support budget for the Alphabet Trail.

Resolved: To approach SLDC re possibility of play provision on Nobles Rest in conjunction with Civic Society entrance plans.

Resolved: To consider a Bowling Fell improvement project in the next financial year's budget.

(9) E36/21/22 Natural Kendal

A report from the Chair. The committee received a presentation at the last meeting about Wild Kendal which is now being renamed Natural Kendal. This proposal seeks to fund an initial piece of research work to help kick start this important development.

Resolved: To approve the proposal to fund baseline research of ten days at a cost of £3,000

(10) E37/21/22 Lancaster Canal Regeneration Project

The Committee considered the attached report. The Committee required clarification on costs and suggested ideas on different barriers at the entrance to the cycle path to create a bike friendly entrance. The Committee felt there could be better use of the historic £10,000 LCRP grant on improved signage for cyclists once decisions have been made on a definitive cycle track through Kendal via the LCWIP process

Resolved: To revert to LCRP for cost clarification.

(11) E38/21/22 Civic Composting

The Project Manager reported on a request from the Allotments Committee requesting £145 for composting materials for the allotment at Castle Hags

Resolved: To allocate £145 to trial a civic composting site at Castle Hags.

(12) E39/21/22 Biodiversity Budget

It was clarified that £10,400 remains in the budget. It was felt that the research being carried out by Natural Kendal would provide an ideal source of ideas and connections to community groups who can benefit from this funding.

Resolved: To ask Clerk and Project Officer to report on possible ideas for future funding mindful of Natural Kendal's research.

(13) E40/21/22 Cycle Racks at Longpool

The local shop owner has asked the Town Council to consider the installation of a cycle rack to help mitigate current bike parking arrangements.

Resolved: To further investigate an exact location with the shop owner and report back to the Committee.

(14) E41/21/22 Budget 2022-23

The Clerk presented a draft budget for 2022-23 and answered questions from Councillors. Councillors felt the budget totals were not necessarily aligned with the wider aspirations of the E&H Committee

Resolved: To defer decisions on budget approval to a further single agenda meeting that encompasses the wider aspirations of the Committee.

The meeting closed at 22.02

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Minutes of the meeting of the Christmas Lights and Festivals held on Monday, 15 November 2021 at 7.00pm via Zoom.

Cllr A Edwards	Apologies		Cllr T Perkins	Present
Cllr S Evans (chair)	Present		Cllr K Simpson	Present
Cllr H Ladhams	Present		Cllr R Sutton	Present

In attendance: Council Services Officer's (Janine Holt), Town Clerk (Chris Bagshaw), Democratic Services Assistant (Ian Gordon).

C24/21/22 Apologies

Councillors Edwards apologies were submitted and accepted.

C25/21/22 Declarations of Interest

Councillor Sutton declared a non-pecuniary interest in the grant application from Kendal Walking Festival.

C26/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None

C27/21/22 Minutes of the Previous Meeting

The Council received the minutes of the meeting held on 9 August 2021

Resolved: To accept them as a true record.

C28/21/22 Christmas Lights Display

The Committee received an update from the Council Service's Officer on new lights fitted at various locations. The Christmas Tree is being delivered next week and will be decorated before the switch on event. All permits are in place.

C29/21/22 Christmas Film

Council Services Officer provided an update on production of a Christmas Film. Unfortunately, it is unlikely that this can go ahead because of insufficient time to organise this with Kendal College.

Resolved: To start the planning process earlier and speak to Kendal Torchlight and investigate if the Town Council can draw on their expertise.

C30/21/22 Infrastructure Report

The Committee considered the infrastructure report especially the survey conducted by Christmas Plus. All category 1 and 2 work identified at the last meeting has been completed. Christmas Plus would have liked to fit a socket next to the location of the Christmas Tree but County permission could not be achieved in time. In addition, the socket cover by the Ring of Bells must be replaced and this will be done as soon as the item is delivered. The cost of categories 1 and 2 work is £8,119 + VAT.

C31/21/22 Switch on Event 27 November 2021

Planning completed for the switch event. Volunteers from amongst the Councillors are needed to run the mulled wine stall. The Chair agreed to email all Town Councillors asking for volunteers. Quote for staging and microphones is £1,500. Risk assessment being carried out by Flo McMahon.

Resolved: To accept the quote of £1,500 for staging and audio.

C32/21/22 Grant Applications

The Committee considered two grant applications from Kendal Walking Festival and Kendal Cycling Festival.

Resolved: To make a grant of £1,500 for the 2022 Walking Festival.

Resolved: To make a grant of £500 to the Kendal Cycling Festival.

C33/21/22 Budget Monitor

The Committee received the Christmas Lights & Festivals Budget.

Resolved: To note the report.

C34/21/22 Budget 2022-23

Clerk presented a draft budget. The Committee felt there were opportunities to expand the activity of the Town Council enabling further festivals.

Resolved: To approve the budget and increase the Festival Grants from £30,000 to £35,000 with the additional £5,000 being earmarked to produce a promotional film.

The meeting closed at 8.15pm

KENDAL TOWN COUNCIL REPORT

To: Management Committee	6 December 2021
From: Town Clerk	Agenda Item No. 8

Returning to Face-to-Face Meetings

The Committee should consider how the Council's meeting schedule will return to face-to-face arrangements in the New Year.

Background

Whilst the meetings of the Full Council, and the Management Committee (and as a consequential effect, every other meeting of the Planning Committee), have returned to meeting face-to-face, the rest of the Council's Committees have continued as non-statutory Working Groups, allowing them to circumvent to government's assertion that Council meetings must take place in a physical venue with members physically present. It is important to reiterate that these meetings are technically informal advisory groups of the Full Council, and that the Full Council delegated the processing of their recommendations in months when it was not meeting, to the Management Committee for consideration. At its meeting in September, the Council agreed to continue this practice for another six months, subject to review and appropriate advice.

The latest advice from NALC and SLCC is very much that to comply with the requirements of the Local Government Act 1972, councils should be meeting face-to-face to conduct their business – retaining the Working Groups solution for their proper purpose of Task and Finish, or research and report. The Council's current practices should only ever be seen as a temporary measure, to allow the council to manage its business effectively, without jeopardising the health and wellbeing of members, officers and the general public during the pandemic. Working groups do not benefit from the delegated powers apportioned to properly convened meetings of the Council. They can only ever make recommendations to an appropriate, lawfully convened meeting.

The Council acknowledged this reality the last time it considered the matter, and placed time limits on the non-statutory working groups, subject to review.

There remains no doubt that the Covid-19 pandemic still has some distance to run. The emergence of a new variant (B.1.1.529 or Omicron) at the time of writing, coupled with an increase in the UK R-rate to more than 1, suggests that the Council's vigilance and concern in these matters is not ill-placed. Social distancing, enhanced hygiene and mask wearing in public areas have all been in place during the Council's events, and apply to all Council meetings held face-to-face. It is probably prudent to extend the wearing of masks to the meetings themselves, in the light of current regulations for shops and public transport (though these new regulation (from 30 Nov) do not actually apply to Council buildings). At present it would seem that this is the Council's only real legal mitigation if the Council's business is to be transacted effectively.

The second issue affecting the Council's return to face-to-face meetings has been the difficulty experienced in the meeting venue itself – lighting and acoustics. The Assembly Room has proved to be particularly challenging for Full Council meetings, with ambient lighting too dim to read agendas, and the acoustics insufficiently audible for members to properly hear what is being said (compounded if members are masked when speaking). This may have the effect of discriminating against councillors, officers or members of the public who have particular additional needs in these spheres, and in doing so fall foul of equalities legislation.

It is hoped that the principal solution for larger council meetings will be the return to the 'district Council Chamber', which should see its renovations completed by early December. The sound and lighting in this room should be more effective than the alternative venues. Smaller meetings may also be able to make use of the Chamber, though additional lighting may be brought in for other rooms, when the Chamber is unavailable. The Parlour may also be used, though it is far from ideal for any more than five people, socially distant.

The Council may wish to experiment in the use of 'blended' meetings, in which not all members are physically present. Currently this has no status in law – a member attending an otherwise lawfully compliant face-to-face meeting would have no legal, recognisable presence at the meeting. Their contribution would have no more status than that of a member of the general public, or a person watching the proceedings on a webcam. However, it is anticipated that a limited law change may be being considered by government on this issue. They consulted on a change following the rescinding of the Coronavirus Act provisions in May 2021. It would be for the Chair of any particular meeting to decide whether the meeting wished to receive a 'virtual' contribution from a member that was not physically present, whilst noting that their contribution would not be considered as an indication of their actual presence, for purposes of attendance or voting. Given these somewhat convoluted caveats, the Council may prefer to await an actual change in the law. The equipment to ensure virtual attendance at a physical meeting is a practical experience can cost anywhere between £100 and £3,000 depending on the quality of the audio and video required. For a meeting of more than a handful of members, professional quality audio and video streaming would be required, which is at the higher end of the cost scale.

Decision Required

The Committee should recommend to Council what its policy will be for meetings in 2022, assuming that the Covid situation does not change.

Kendal Town Council

Work Programme – December 2021

Items completed in 2020 have been removed from the table

Committee	Project title	Progress	Partners	Est date of completion	Completed
Management Clerk	Staffing	Recruiting Finance and Admin officer to replace Treasurer		Ongoing	Completed
		Recruiting Democratic Services Assistant			Completed
		Covid19 Risk Assessment maintained and actioned			
		Leave charts and contracts standardized			
	Website	Initial draft of overhaul prepared for feedback with heading structure		Ongoing	
	Budget 2021	Review of budget process for 2021 including analysis of commitments		Ongoing with Finance Officer	
	Finance system	Comparing available finance systems for planned introduction		Scheduled for introduction in March 2022.	Delayed for staffing change
	Town Hall accommodation	Liaising with SLDC over return to TH and SLH	SLDC	January 2022 Ongoing	
	Standing orders	Review of standing orders to allow financial decisions to be taken in a timely fashion	AGC	Feb-Mar 2021	Completed
		Review to update all orders and regs	AGC		

Management Committee - 6 December 2021				Oct 2021 – T&F group appointed. Methodology agreed. Ongoing	
Audit, Grants and Charities	Grants	Review of the Grants Programme (including grants from other committees)	CLF, KiB, E&H	Review complete. Paperwork now being assembled. December 2021	
	Charities	Reviewing all charity issues for risk and clarity	Various	August 2021	Due Dec 2021
E&H Project Manager	Infrastructure projects	<p>Green wall/ ivy screening – Installed at Longpool and Blackhall Road, positive feedback received from residents.</p> <p>Woolpack yard signage – Installed.</p> <p>Greening of Woolpack Yard Included in a suite of projects to be funded by the Welcome Back Fund, pending permission form CCC.</p> <p>Climate Change Jury Recommendations</p> <p>Town wide Solar Audit</p> <p>Zero Carbon Kendal Inspiration Website – nearing completion, pre-Christmas launch planned.</p> <p>Inspiration hub - in partnership with Waste into Wellbeing and Future Fixers and Repair Café. Continuing to support venue search.</p> <p>Festival Engagement – stall and presentation at LICAF, KMF and Torchlight.</p> <p>Recommendations Panel - New Action Plan to be drafted in advance of January meeting.</p>		<p>TBC</p> <p>In progress</p> <p>In progress</p> <p>In progress</p> <p>Completed</p> <p>January 2022</p>	<p>Completed</p> <p>Completed</p>

		<p>Member re-engagement and meetings planned.</p> <p>Supporter engagement – Currently drafting next newsletter to include updates and feature new Zero Carbon Kendal website.</p> <p>Somervell Garden License reasserted with CCC however supplier difficulties have meant that this project will now take place in April 2022.</p> <p>Pump Track Site suitability investigations at Castle continuing with landowner and other stakeholders</p> <p>Speed Indicator Devices Milnthorpe Road SID – completed New sites identified, additional SID to be purchased pending CCC permissions.</p>		<p>December 2021</p> <p>April 2022</p> <p>Ongoing</p> <p>Pending CCC permission</p>	
Mayoralty & Arts Clerk, Mayor's Attendant	Offices & council meeting	Correspondence on heritage assets during refurbishment and lockdown.	SLDC	Throughout 2021	
	Heritage	<p>Heritage catalogue being updated and separate list of missing items compiled. Silver valuations being added to asset register. New charter boxes to be sourced. Katherine Parr prayer book custom storage box received.</p> <p>Possible Autumn exhibition now postponed due to venue restrictions</p>		Oct 2021	
Christmas lights & festivals	Christmas lights				

Council Services Officer					
	Switch-on event	Event planned		Nov 2021	Completed
Allotments Council Services Officer		<p>New fencing project at Crow Trees</p> <p>Fencing at Castle Hags</p> <p>Opening up additional space at Canal Head for new plots being specified</p> <p>Solution to rabbit issue at Wattsfield</p> <p>New small site identified at Town View</p>		<p>Specification confirmed</p> <p>Design feedback given</p> <p>Temporary Grazers solution proposed. Other solutions being explored</p> <p>Plan being drawn up</p>	<p>Completed</p> <p>Autumn</p> <p>Spring 22</p> <p>Spring 22</p>
KiB Council Services Officer	KiB	Projects now being identified with partners	Continental SLDC KCV	Ongoing	
	Misc	Autumn newsletter		Due December 21	
Planning	Flood Relief Scheme	<p>Working Group established to develop closer scrutiny of scheme.</p> <p>Glass wall specification and budget</p> <p>Other tasks to identify</p>	EA, SLDC, CCC others	October 2021 – Planning consent for glass wall.	Completed

Kendal Town Council 2021-21 Budget**Management - Income/Exp**

EXPENDITURE					
	Budget	Additional Funding	Actual Exp April - Nov	Remaining Budget	Projected Yr. Exp
Salaries:			£109,380		£166,378
Employers Superannuation			£21,745		£32,617
Employers National Insurance			£8,709		£12,901
Travel			£51		£200
Staff Expenses			£74		£100
Mobile - Townscape Manager			£93		£144
Total	£213,000		£140,051	£72,949	£212,341
Accommodation					
Rent of Old Unison Room			£1,709		£2,279
Service Charge (Rent) t/ Heating/Lighting/cleaning/Parlour/Picture Store/Use of Chamber			£4,750		£9,500
Use of Telephones			£100		£200
Other: (Garage Rent previously paid to R.Pinkus Man Co) Accrual			£903		£2,167
Premises Other					
Alarms - Service & Maint			£1,381		£1,700
Signs - Garage			£80		£80
Elect - Garage			£208		£400
Other			£41		£150
Total	£16,965		£9,172	£7,793	£16,476
IT					
Software ITEK - Support			£1,960		£2,940
ITEK Annual Contract			£990		£1,320
Cloud Hosting			£314		£314
Support Sage			£195		£295
Digital Mee Zoom			£366		£549
Other IT Costs			£285		£350
Website Designworks			£882		£1,037
DocuSign			£175		£300
New IT System/Comp/Equip					
Total	£12,000		£5,166	£6,834	£7,105
Insurance & Finance Costs					
Public Liability			£5,902		£5,902
HR			£1,241		£2,137
Finance Costs (Audit Fees)			£300		£2,400
Finance Costs Other - BK, Admin Chgs			£124		£200
Payroll Services			£294		£400
Total	£13,300		£7,861	£5,439	£11,039
Stationery/Office General					
Stationery/Postage			£738		£1,107
Office Equip/Consumables			£28		£100
Asset - New Shredder			£493		£493
Misc. Office Expenses			£11		£100
Repairs to Office Equip					
Photocopy Rental and Photocopies			£807		£1,535
Subscriptions					
Open Spaces			£45		£45
Allotments			£56		£56
Town Crier Subs			£26		£35
NALC/CALC			£2,218		£2,218
Data Protection			£35		£35
Lakes Line			£13		£13
SLCC Membership			£289		£289
Total	£6,900		£4,760	£2,140	£6,026

Notes

Over 2 Years Rent now owed

Includes additional costs for Amendments

Cost TBC

HR Contract ended Nov 2021
£300 unaccrued additional Audit Fees from 2021/21

Est

	Budget	Additional Funding	Actual Exp April - Nov	Remaining Budget	Projected Yr. Exp	
Staff Training	£2,000		£1,119	£881	£2,000	Training Courses Flo/Helen/Chris/Susan
PPE	£500		£42	£458	£150	
Vehicle						
Fuel			£626		£1,073	
Tracking Fee			£49		£84	
Repairs			£295		£443	April/maybe other repairs
Van Ins			£778		£934	
Other Misc. Vehicle Costs			£7		£100	Est
Total	£2,300		£1,755	£545	£2,634	
Newsletter	£10,211		£5,191	£5,020	£10,500	Based on 3 Newsletters to the end of March 2021
Election Fund	£5,000			£5,000		
Contingency	£5,000			£5,000		
Misc. (Including Valuation of Land £300)	£2,500		£493	£2,007	£750	Leaving Gift, VAT Adj
Wainwright Fund	£320		£367	-£47	£367	Includes Award £250, Award Design and Picture £117.25
Emergency Planning	£10,000			£10,000		
Kendal Futures & Vision						
Support Co-ordinator	£7,750		£8,434	-£684	£8,434	
Kendal Vision Next Steps	£5,000			£5,000		
Banners Kendal	£1,500			£1,500		
Visit Kendal /Promoting Kendal						
Visit Kendal leaflet	£5,000	£4,344	£2,388	£6,956		
Visit Kendal Website Contribution (Kendal Futures)	£2,400			£2,400		
Visit Kendal Content Co-ordinator	£3,600		£2,400	£1,200		
Total	£25,250	£4,344	£13,222	£16,372		
SUB TOTAL:	£325,246	£4,344	£189,200	£140,390		

Kendal Town Council Report

To: Management Committee	21st December 2021
From: Town Clerk	Agenda Item No. 11

Budget 2022-23 – Process and Timetabling of Meetings

All Committees have now had an opportunity to consider their budget requirements for the financial year 2022-23. The Management Committee, which oversees the Council's 'establishment' budget, and some elements that are considered to be cross-cutting, is the last Committee to do so. As well as considering the budget needs of its own areas of control, the Management Committee has a coordinating role for the budget process of the whole council. When the Full Council meets to consider its precept demand in January, it should be doing so on the recommendation of its Management Committee. It is important therefore that the Management Committee allows itself sufficient time, not just for its public deliberation, but also for the necessary political dialogue to take place amongst members.

A second important timetabling factor is the publication by the District Council – the 'collecting authority' – of the Council Tax base for the coming financial year. This is the factor by which the precept element of the budget is divided to obtain the standard Band D council tax rate for the coming year. South Lakeland District Council fixes the Council Tax base on data as at 30 November. It aims to share its calculations with parishes and other precepting authorities (county council, Environment Agency, Police and Crime Commissioner etc) 'by the end of December', meaning the critical information about what the Town Council will be able to set as a Band D rate may not be apparent until the Christmas period. The District Council requests precept demands by the end of January, though the statutory timetable gives a little leeway in this, as the final cut-off in legislation for the collecting authority to complete the process is in early March.

For this reason, the Management Committee has an additional meeting on the first available Monday in the New Year. At this meeting, it should agree a recommendation for the precept and council tax as a part of a budget recommendation to the Full Council. The Full Council meeting to agree this follows a week later.

30 November	Council Tax base calculation commences at SLDC
6 December	Management Committee considers first draft budget
December	Councillors consider political aspects of budget setting
10 January	Management Committee agrees budget, precept and council tax recommendation
17 January	Full Council considers Budget recommendations

To return to the meeting cycle, the first Monday in February sees another meeting of the Management Committee, with the next meeting of the Full Council scheduled for the first Monday in March.

Decision Required: No

Kendal Town Council Report

To: Management Committee	6 December 2021
From: Town Clerk	Agenda Item No. 12

Budget 2022-23

The Committee should consider the Council's budget in two parts: the elements that are attributable to the Committee itself, and the requests from the other committees, which forms the overall budget of the Council.

The Committee's base budget is shown on Table 1. This assumes that no additional services are taken on, that the Council continues to fund Kendal Futures and its Vision in the way it has done previously, and that the Council puts small sums aside to meet occasional unforeseen costs through a contingency budget line.

Additional Budget Proposal

As the Council's policy on Climate Change is followed through, it has become apparent that there is a considerable increase in workload on the Environment and Highways Committee, and on the capacity of officers to fulfil the Council's 'routine' E&H tasks as well as developing and addressing the Climate Change imperative. To address this issue the E&H Committee has proposed a slight change to the Council's staffing structure, with the current Project Manager taking on a more strategic and policy role, line managing a new Project Officer to deliver many of the more hands-on aspects of the E&H programme, such as ivy screening, footpath, lighting and railing surveillance and improvement. Proposed new and revised job descriptions are appended, with the potential budgetary implications set out in Table 3. The Council's staffing structure is subject to the overview of the Management Committee, and currently all members of staff work for the Council as a whole, not for any specific committee.

Decisions Required

The Committee should consider the budgets it controls, and consider whether the Council should amend its staffing structure in the way that the Environment and Highways Committee has suggested.

Management Committee Draft Budget 2022-23

The following table 1 sets out proposed changes to the Committee's budget for the coming financial year. Table 2 shows the Wainwright Award. Table 3 shows the impact of proposals from the Environment and Highways Committee on the overall Staffing budget.

Table 1

	2021-22	Est Outturn	Proposed budget 2021-22	% of previous year	Notes
Management					
Salaries	213000	212,500	223,000	105%	This covers salaries, National insurance and pensions. It includes an allowance for incremental increases, and increases in National insurance. There is uncertainty at present around the scale of the national pay award from 1 April 2021. It
Accommodation	16965	16,476	17,500	103%	This assumes a small increase in rent/service charge from landlord in TH
IT	12000	12,000	15,000	125%	Uplifted to reflect need to replace a number of laptops and establish new workstations in the new office.
Insurance	13300	11,039	12,000	90%	Includes Audit fees and reflects savings by ending Moorepay subscription
Stationery/office general	6900	6,000	6,000	87%	Blended working reduces stationery use and reflects reduced use of post
Staff training	2000	2,000	2,500	125%	Modest uplift to improve First aid coverage and other issues
PPE	500	500	1,000	200%	Ensures sufficient headroom for events staff
Vehicle	2300		2,500	109%	Fuel costs
Newsletter	10211	11,000	11,500	113%	Distribution and print costs are increasing
Elections	0	1,500	1,500	-	Replaces funds spent on bye-election in 2021
Election fund	5000	5000	5,000	100%	Ongoing contribution to reserve to cover cost of main 4-yearly election.
Contingency	5000	3,000	5,000	100%	

Miscellaneous	2500	200	2,500	100%	
Emergency Planning	10,000	10,000	0	0	Further Cash support for KCEPG not currently required
Kendal Futures and Visit Kendal	20250	20,250	26,750	132%	Includes support for the Futures Manager, visit Kendal website, and leaflets
Kendal Vision	5000	5000	5,000	100%	Support for Vision Manager
Total	325,246	316,465	336,750	104%	

Table 2

Wainwright Fund	320	500	250	78%	Single payment to award recipient
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Table 3
Impact of E&H Proposal on relevant budget lines

Item	2021-22	Estimated outturn	Draft 2022-23	Percentage of previous year	Notes
Salaries	213,000	212,500	245,000	115%	Reflecting increased salary, pension and NI costs
IT	12,000	12,000	16,000	133%	Additional computer and IT
Office general	6,900	6,000	7,000	101%	Additional office equipment
Total	325,246	316,465	361,750	111%	

Draft Job Descriptions

Policy Manager

Purpose

The purpose of this role is to develop and deliver Kendal Town Council's key commitments across every aspect of Kendal Town Council's activity.

Commitments include:

- Making Kendal a better place to live
- Making Kendal a better place to visit
- Delivering and developing the recommendations of the Kendal Climate Change Citizens Jury
- Enabling Kendal to become net zero carbon by 2037 in line with Cumbria's target and the Town Councils Climate Emergency
- Supporting nature recovery to increase biodiversity

Projects to implement commitments:

- Strengthen the Recommendations Panel via robust action plan and building partnership approaches to deliver the Jury's recommendations
- Secure external grant funding to support commitment delivery
- Deliver Zero Carbon Kendal website and associated engagement activity
- Develop solar promotion actions following the town wide solar audit
- Develop active travel zones and footpath improvements following an externally commissioned audit and ownership transfers
- Develop green waste solutions to reduce carbon and create locally produced compost
- Develop Kendal as a Dark Skies town by implementing the results of the light pollution audit and via assessment of the Council's lighting assets.
- Strengthen efforts to achieve 20mph across Kendal
- Deliver the Visit Kendal website, leaflets and brand (business community integration)
- Develop and oversee all grant criteria's to link to KTCs commitment to ensure KTC only support organisations and charities that support the delivery of the Council's commitments.
- Celebrate best practice and actively promote Kendal Town Councils achievements
- Procure services and contractors with strong carbon credentials to encourage best practice
- Join partnerships and organisations with similar commitments for support and advice

Approach

- Create work programme with tracked deliverables based on the above
- Line manage new Project Officer role to ensure delivery of Environment and Highways Committee actions
- De facto deputy to the Town Clerk

Contract

- 25hrs per week
- Spinal Point 31-35 (£34,782-£38,890 pro rata)

This extends the current Project Manager's salary range (currently SCP 25-31)

Project Officer Role

Purpose

To support the Policy Manager in delivering the Climate Change and place making commitments of the Town Council. Specifically, delivering the public realm and asset enhancement actions of the Environment and Highways Committee under the supervision and guidance of the Policy Manager.

Contract

- 25hrs per week
- Spinal Point 18-24 (£24,982-£28,672 pro rata)

Kendal Town Council Report

To: Management Committee	6 December 2021
From: Town Clerk	Agenda Item No. 13

Budget 2022-23

The total Draft Budget is shown below. This is simply the recommendations of every committee put in table form.

Additional information on the rationale for individual items can be found in the minutes of the appropriate meeting.

Without the information regarding the Council Tax base, the Committee is not in a position to make a recommendation concerning the Precept, however this information gives it the opportunity to have a 'first pass' over the direction of the budget, and consider items in principle, which can be flagged up for further work, should it be required.

Decision Required

The Committee has sufficient information to comment on the direction of travel, and further information about Reserves and levels of income will be available in due course.

Management		2021-22	est outturn	draft 22-23	% of previous
	Salaries	213,000	212,500	223,000	105%
	Accommodation	16,965	16,476	17,500	103%
	IT	12,000	12,000	15,000	125%
	Insurance	13,300	11,039	12,000	90%
	Stationery/office general	6,900	6,000	6,000	87%
	Staff training	2,000	2,000	2,500	125%
	PPE	500	500	1,000	200%
	Vehicle	2,300	2,300	2,500	109%
	Newsletter	10,211	11,000	11,500	113%
	Elections	-	1,500	1,500	
	Election fund	5,000	5,000	5,000	100%
	Contingency	5,000	3,000	5,000	100%
	Miscellaneous	2,500	200	2,500	100%
	Emergency Planning	10,000	10,000	-	0%
	Kendal Futures and Visit Kendal	20,250	20,250	26,750	132%
	Kendal Vision	5,000	5,000	5,000	100%
	Total	325,246	316,465	336,750	104%
Wainwright Fund	Wainwright Fund	320	500	250	78%
E&H		21-22	outturn	draft 22-23	% of previous
	New infrastructure	3,500	13,000	4,000	114%
	Defib	800	-	-	n/a
	Infrastructure Maintenance	1,000	750	1,000	100%
	CCTV Maintenance	1,500	-	-	n/a
	Defib Maintenance	800	-	-	n/a
	Footway lighting	4,917	4,917	2,633	54%
	Somervell Garden	500	500	500	100%
	Bins	2,500	2,500	2,650	106%
	Total	15,517	21,667	13,350	86%

Proposed Action Plan Budget		21-22	outturn	proposed 22-23	% of previous
	Climate Change	10,000	2,500	1,000	10%
	Biodiversity	11,000	6,000	6,000	55%
	20mph	10,000	-	-	0%
	Cycling and Walking LCWIP	5,000	-	21,000	420%
	Pump Track	2,000	2,000	-	0%
	Lancaster Canal	5,500	11,000	5,000	91%
	River Corridor Connectivity	15,000	-	-	0%
	Green Space Improvements	-	-	24,000	
	Public Realm Improvements			6,000	
	Total	58,500	16,500	63,000	108%
Allotments	Item	21-22	outturn	proposed 22-23	% of previous
	Capital work	12,203	11,000	40,000	90%
	Water	1,792	1,700	1,800	95%
	Rent	900	840	900	93%
	Pest control	2,500	2,500	3,000	100%
	Maintenance	7,806	6,800	8,000	87%
	Total	25,201	22,840	53,700	213%
Kendal in Bloom		21-22	outturn	proposed 22-23	% of previous
	Floral Displays	21,500	21,500	21,500	100
	Projects & Grants	8,700	8,700	8,700	100
	Total	30,200	30,200	30,200	100
Audit, Grants and Charities		21-22	outturn	proposed 22-23	% of previous
	Core funding	22,500	22,500	22,500	100%
	Community Grants	18,500	18,000	18,500	100%
	Total	41,000	40,500	41,000	100%
CLF		21-22	outturn	proposed 22-23	% of previous
	Christmas Lights	17,175	17,000	17,500	102%
	infrastructure	10,000	10,000	10,000	100%
	Christmas electricity	675	675	750	111%
	Christmas lights switch on	3,000	3,000	3,500	117%

	Bunting	1,200	1,200	1,250	104%
	Festival Grants	35,000	29,000	30,000	86%
	Total	67,050	60,875	63,000	94%
M&A	Item	21-22	outturn	proposed 22-23	% of previous
	Mayoral allowance	5,150	5,150	5,250	100
	Mayoral travel	800	650	800	81%
	Mayoral Functions	6,700	6,500	7,500	97%
	Twinning	2,500	400	2,500	16%
	Exhibitions	1,500	-	2,000	0
	Museum	2,000	2,000	2,000	100
	Total	18,650	14,700	20,050	79%
Planning	Flood relief scheme	35,000	35,000	35,000	100%
Total		616,684	559,247	656,300	106%

E&H Proposal	Salaries	213,000	212,500	245,000	115%
	IT	12,000	12,000	16,000	117%
	Office general	6,900	6,000	7,000	101%
Total		616,684	559,247	680,300	110%