

Kendal Town Council

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



Minutes of the meeting of the Management Committee held on Monday, 9 January 2023, at 7.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

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

In attendance: Chris Bagshaw (Town Clerk) Helen Watson-Moriarty (Development Manager)

M55/2022 Apologies

No apologies were submitted.

M56/2022 Declarations of Interest

No declarations of interest were raised.

M57/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

M58/2022 Minutes of the Previous Meeting

Resolved: To receive the minutes of the previous meeting of the Management Committee held on 7 November 2022 and to authorise the Chairman to sign them as a true record.

M59/2022 Minute Action Sheet

Members considered a report on actions taken by Officers on resolutions or recommendations made at previous meetings.

It was agreed that the Minute Action Sheet was a useful process addition.

The Clerk outlined which actions were to be covered within the agenda and noted that negotiations with Kendal Community Theatre were underway and Brewery Arts were considering options.

It was highlighted that where actions are stated as complete additional detail would be appreciated.

Resolved: To note the report.

M60/2022 Council Activity Report

The Town Clerk reported that, at the November 2022 meeting of the Management Committee, Members had requested a different format for their monitoring of the Council's activities. One part of this process was the Review of Action Points, which now appeared on the agenda (Minute No.M59/2022 above refers).

The second part of this process was to report on the progress made against the Council's broad thematic aims. These could be loosely summarised as townscape, promoting Kendal, climate change, biodiversity, connectivity, local plan, council administration, community, events, communications and audit. Many initiatives in one area would have cross-cutting impacts on another, and the three dominant themes from the Climate Change Citizens' Jury – a modal shift, nature recovery, and promoting insulation and alternative generation – could be seen as over-arching themes, as well as aims in their own right.

Councillors focused discussions around Kendal Market, Visit Kendal and the Council's Website. Resolved actions outlined below.

Resolved: To complete the following actions in order to support Kendal market improvements;

- To confirm the Town Council's Market aspirations, ie what do Councillors want the Market to be and do in five years time?
- To monitor the results of the Levelling Up Fund bid submitted by SLDC
- To create an outline of potential timescales
- To outline potential liabilities, insurances, staffing and cost implications of running the Market, based on information from SLDC and similar Market Towns.
- To utilise Councillors support to gauge Westmorland and Furness Market development aspirations
- To utilise existing data and research completed by Kendal Futures

Resolved: To complete the following actions in order to support Visit Kendal;

- Ensure Visit Kendal is considered in committee restructure proposals
- Confirm Kendal Futures no longer action signage initiatives

Resolved: To complete the following actions in order to improve the Council's website;

- Add the solar audit website link
- Add Mayoral and Community Events to the calendar
- Create a planning page with appropriate links and information to SLDC's My Account service
- Encourage Councillors to write short blogs about their achievements to feature on the news page
- Add meeting dates to committee drop down information

An update regarding the Sustainability Hub was also shared and Councillors were encouraged to join the Hub Shaping event at Stricklandgate House on 1 February between 5pm and 6.30pm.

It was noted that each theme is interconnected, ie footpath improvements and biodiversity and that this should not be lost via this reporting method. An additional theme of Kendal Transport should also be added to ensure the Kendal Futures work funded by the Council and supported by the Town Team approach is also captured.

Resolved: To add Highways Improvements to the Activity Report.

M61/2022 Land at Mintsfeet and Vicarage Drive

The Town Clerk provided a verbal update on the acquisition of land at Mintsfeet Riverside and Vicarage Drive.

Formal notification has been granted and a Management Plan for the area is nearing completion, aspects include a consideration report regarding tree liabilities, surveying access points conditions and an overview of nearby landowners to be engaged for support.

Members agreed a Management Plan for the Mintsfeet area that enables graffiti to be removed quickly and enables it to appear 'cared for' will have a positive knock-on effect.

The transfer of Vicarage Drive is progressing, a new bench will be installed in a location that complements Wildflower aspirations for the area.

Resolved: To complete the Mintsfeet Management Plan and progress associated tasks.

Resolved: To complete Vicarage Drive transfer and locate new bench.

M62/2022 Speakers at Full Council

The Committee reviewed the schedule of speakers proposed for Full Council meetings.

The South Lakes Poverty Truth Commission was currently scheduled to attend the 6 February 2023 meeting. The Town Clerk was suggesting that Kendal BID be invited to address Members at the 3 April meeting and the Westmorland & Furness Portfolio Holder for Communities on 5 June.

Councillors encouraged additional speakers to be invited, outlined below.

Councillors also asked that a brief be developed to guide speakers and maximise the benefit of their attendance. The brief needs to include an understanding of why the Council are interested in hearing from the speaker, what it is they need and agreed cut off times. It was agreed that this pre discussion is essential to focus presentations.

Resolved: To invite United Utilities, NHS integrated Care Community, Lakeland Arts Trust, The Well, Kendal College and SLDC or W&F regarding Kendal Market.

Resolved: To develop a Full Council speaker brief and to share with invited speakers as appropriate.

The importance of partnership working between Kendal Futures, Kendal BID and the Council was noted. Examples of current joint funded Visit Kendal were cited and Market meetings where all three bodies are working together. It was noted that Kendal Futures are arranging a meeting to further explore partnership working regarding public realm aspirations.

Councillors queried if two speakers could attend Full Council; it was agreed that two could be considered dependent on the subject and brief.

Resolved: To invite two speakers when appropriate.

M63/2022 Budget 2022-23

The Committee reviewed expenditure against budget in the current year.

It was noted that vehicle costs are high due to modifications and insurance consequences. Staffing overspend was noted and it was confirmed that reserves can cover the difference.

Resolved: To remove the 'remaining' column in the budget spreadsheet.

M64/2022 Budget 2023-24

The Committee reviewed a summary of budget requirements from each committee for the next financial year.

The Clerk highlighted two constraints regarding the Council Support Grant and Election Expenses, both of which could place an increased pressures on the budget. The Election costs represent a 122% increase and the loss of the Council support grant would reduce Council income by £35,000.

The Clerk confirmed the latest budget approval date is February's Full Council.

The cost-of-living crisis was raised regarding support for people who are unable to pay their Council Tax. The Clerk confirmed that as a collection authority the Town Council is not responsible for assessing who and how tax relief is accessed. The collection authority, SLDC are responsible. It was noted that the Council Tax base has risen by 2% which will also contribute to reduced collection rates.

The Royal Event was highlighted as a large proposal at £15,000. Councillors endorsed the idea of linking celebrations to Britain in Bloom via the creation of a Coronation Garden at Kirkland where the current flower bed requires improvements. The Garden could support a small Council led event which would see the Garden opened with refreshments.

Councillors expressed concern regarding potential low attendance at a Town Centre event considering King Charles has stated a low-key approach is preferred and it is a Bank Holiday when generally people make plans with family and friends. It was also noted, however, that there will be an expectation that the Council does organise something for residents to mark the occasion, the feedback from Jubilee celebrations was that Council led celebrations were not visible and therefore not accessible to all.

The idea to support existing community and resident groups with financial support to bolster existing street part plans was broadly supported.

Resolved: To continue gaining information regarding the Election expenses rise and Council support Grant.

Resolved: To change the variance budget title.

Resolved: To prepare a Royal Event overview for approval by Full Council. Proposal to include a transformational Coronation Garden and associated opening event at Kirkland and street party grants for interested resident groups.

M65/2022 Employment and Staffing Matters

There were currently no employment and staffing matters that required reporting to the Committee.

M66/2022 Items for the Next Newsletter

Councillors asked that details of Coronation events and Britain in Bloom information were included in the next newsletter.

Resolved: To include in the next Newsletter

The meeting closed at 9.20p.m