

KENDAL TOWN COUNCIL

Management Committee

**Monday 18th May 2020 at 7.30 pm
(Via Teleconferencing)**

- PRESENT** Councillors Stephen Coleman (Chair), Geoff Cook (Vice Chair), Alvin Finch (Mayor), Douglas Rathbone (Deputy Mayor), Shirley Evans, Andy Blackman, Susanne Long and Guy Tirvengadum
- APOLOGIES** None
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Nicky King (Council Secretary)
- 1067/19/20 PUBLIC PARTICIPATION**
- None.
- 1068/19/20 DECLARATIONS OF INTEREST**
- None.
- 1069/19/20 MINUTES OF THE MEETING HELD ON 20TH APRIL 2020**
- The Chairman presented the minutes of the meeting held on 20th April 2020.
- Councillor Finch advised that he had given apologies for this meeting and asked that the minutes be amended to reflect this.
- Councillor Coleman proposed that the minutes be accepted as a correct record, subject to the amendment highlighted. This was seconded by Councillor Blackman and carried with one abstention.
- RESOLVED** That the minutes of the meeting of the Committee held on 20th April 2020 be accepted as a correct record, subject to the amendment highlighted.
- MATTERS ARISING** (Not on Agenda)
- 1070/19/20** Heritage (Minute 965/19/20)
No further information was available regarding the item of Heritage not found during the annual internal audit. Janine Holt will follow up for the next Committee Meeting.
- RESOLVED** Further information to be obtained for the next meeting.
- 1071/19/20 URGENT ITEMS OF BUSINESS**
- Councillor Tirvengadum raised the matter of the Unity Festival. He advised that the Festival will proceed as a virtual event and outlined the proposed format. He referred to grant monies which KTC had previously approved and asked whether this would still be made available.

Councillor Evans commented that the Christmas Lights & Festivals Committee were hoping to award grants previously agreed, even if the festival would not be proceeding due to Covid-19, in order to support them until next year. She added that virtual events will obviously still require the grant money to proceed. The Assistant to the Town Clerk is currently seeking clarity from the Treasurer and Town Clerk as to whether monies can be transferred for a festival which is not going ahead.

Councillor Cook said each festival should be taken on its merits and ideally a written report should be requested advising what the grant monies would be spent on if the festival is not taking place, or proceeding in a different format.

Councillor Tirvengadam will provide costings to the Assistant to the Town Clerk with a view to progressing this for presentation to Full Council.

RESOLVED

Councillor Tirvengadam will provide costings for a virtual Unity Festival to the Assistant to the Town Clerk with a view to progressing this for presentation to Full Council.

1072/19/20

REPORT ON WORK PROGRAMME

Members considered the report on project progress for May 2020. The Town Clerk's continued absence on sick leave was noted. The Project Manager and Assistant to the Town Clerk had updated their respective sections of the report and the following items were highlighted:

A large amount of the Project Manager's time had been spent on Zoom setup and the Citizens Jury. Councillor Coleman commented that it should be made clear on the Action List that the Citizens Jury is a virtual meeting.

Oxenholme Defib

No further update available. Councillor Coleman requested that this matter continue to be pursued.

Burton Road Bus Shelter Paving

Councillor Blackman asked whether the scope has been extended as his understanding was KTC were only supporting the immediate town centre. Councillor Cook summarised those shelters owned by KTC for Members information. Councillor Coleman queried whether those bus shelters are listed on the KTC Asset List and requested Janine Holt arranged for that list to be circulated to Members.

Allotments – Infestation of Rats/Rabbits

Councillor Cook mentioned an infestation of rats and rabbits. Janine Holt remarked that there was a big problem with rats on 7 allotment sites, several members of the public have been in touch and rats have been seen both in town and in houses. She observed that this is an unusual problem and the budget will likely be overspent because of the action that will be required to tackle it.

Christmas Lights Switch-On Event

An event with the same format as 2019 has been agreed and a provisional date set. Councillor Evans commented that the scaled down event could be organised fairly quickly if it was able to go ahead.

Janine Holt advised that the Christmas lights contractor is now working in some capacity and the load testing has taken place. It was noted that certain towns are proceeding with the installation of bunting from 1st June and this would be a possibility for Kendal.

Social Media Update

Work has been ongoing for a Facebook page for the Mayor and Deputy Mayor. There was a general discussion regarding options and the need to monitor the content of any Facebook page that is set up. It was highlighted that the site would require monitoring on a daily basis and Members agreed it should be used for the good and not an opportunity for negativity. A suggestion of one Facebook page for KTC as a whole (incorporating the Mayor, Deputy Mayor and various Committees) was put forward. Councillor Coleman requested that ongoing work in respect of a Facebook page for the Mayor and Deputy Mayor be withdrawn for the time being whilst the idea of one KTC Facebook page be explored further. Councillor Blackman suggested contacting other Town Councils with Facebook pages to ask how they manage the content etc. Councillor Coleman agreed this would be a worthwhile exercise which could be undertaken by the Officer who progresses the project. He requested Officers research options, requirements etc and present findings at the next Management Committee meeting.

RESOLVED

1. Janine Holt to circulate the list of bus shelters under KTC's responsibility to Committee Members.
2. Officers to explore the idea of a KTC Facebook page incorporating the Mayor, Deputy Mayor and various Committees and present findings at the next Management Committee meeting.

1073/19/20

COVID-19 UPDATE AND REVIEW EVENT IMPLICATIONS

Members considered a paper circulated prior to the meeting which summarised KTC's forthcoming civic events. There was a general discussion regarding the implications of Covid-19. Councillor Coleman confirmed that Mayoral Sunday had been cancelled. It was noted that an update was required from the Town Clerk in respect of arrangements for VJ day. Councillor Coleman commented that any required road closures would need to be considered as they are on a long lead time. Janine Holt advised that she was due to speak to Craig Russell and would request an update in respect of Torchlight.

Councillor Cook queried whether the Town Hall would be available for the Mayor's Coffee morning in December. It was agreed a watching brief would have to be kept in this respect. Councillor Coleman suggested it would be worth speaking to Debbie McKee to keep us updated in respect of the Town Hall refurbishment work.

1074/19/20**BURNESIDE PARISH COUNCIL NEIGHBOURHOOD PLAN AREA DESIGNATION APPLICATION – PUBLIC CONSULTATION**

The Chair explained that this item relates to the Neighbourhood Plan for Burneside being changed so that the new part of the future potential housing development which would extend Hallgarth, would be part of Burneside Parish.

Councillor Rathbone advised that the Planning Committee had considered the application and said it was a question of who would benefit from CIL monies.

A general discussion then ensued. The Chair commented that if KTC do not oppose the change to the Neighbourhood Plan, Burneside may then have roles and responsibilities for a parcel of land which is linked to existing Kendal habitation. It was highlighted that the land in question is allocated for housing in the Local Plan.

Councillor Cook proposed this area should not form part of Burneside Neighbourhood plan, but form part of Kendal Neighbourhood Plan. This was seconded by Councillor Coleman and carried unanimously. Members were urged to also submit their comments individually to SLDC.

RESOLVED

That the area of land should not form part of Burneside Neighbourhood plan, but form part of Kendal Neighbourhood Plan.

1075/19/20**REFURBISHMENT OF THE TOWN HALL**

It was noted that the refurbishment works are going ahead. The Chair requested an Officer contacts Sion Thomas at SLDC to obtain an update for the next Committee meeting.

RESOLVED

That an update on the refurbishment works be obtained from Sion Thomas at SLDC for the next Committee meeting.

1076/19/20**ITEMS FOR THE NEWSLETTER**

The Chair asked whether Members considered the publication dates needed to be altered in view of the current situation with Covid-19. It was felt that matters can change quickly at the moment and information could become out of date between the deadline for submission of articles and the publication date. Janine Holt said she would liaise with the Project Manager but understood we have to work to those timescales. Councillor Cook commented that a conversation to discuss the value of proceeding with the next newsletter would be worthwhile.

The Chair requested that electronic versions of the newsletter be included to the KTC website.

Councillor Evans mentioned that the Christmas Lights & Festivals Committee proposed to include an article confirming support for Kendal festivals.

RESOLVED

Janine Holt to liaise with the Project Manager regarding deadline dates for the newsletter and whether these can be altered.

1077/19/20

EXCLUSION OF PRESS AND PUBLIC

It was proposed by the Chair to omit Part II of the meeting in the absence of the Town Clerk and this was agreed.

The meeting closed at 8.42pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
1070	Heritage	RES	Further information to be obtained for the next meeting.
1071	Urgent Items of Business – Unity Festival	RES	Councillor Tirvengadum will provide costings for a virtual Unity Festival to the Assistant to the Town Clerk with a view to progressing this for presentation to Full Council.
1072	Report on Work Programme	RES	<ol style="list-style-type: none"> 1. Janine Holt to circulate the list of bus shelters under KTC's responsibility to Committee Members. 2. Officers to explore the idea of a KTC Facebook page incorporating the Mayor, Deputy Mayor and various Committees and present findings at the next Management Committee meeting.
1074	Burneside Parish Council Neighbourhood Plan Area Designation Application – Public Consultation	RES	That the area of land should not form part of Burneside Neighbourhood plan, but form part of Kendal Neighbourhood Plan.
1075	Refurbishment of the Town Hall	RES	That an update on the refurbishment works be obtained from Sion Thomas at SLDC for the next Committee meeting.
1076	Items for the Newsletter	RES	Janine Holt to liaise with the Project Manager regarding deadline dates for the newsletter and whether these can be altered.