

KENDAL TOWN COUNCIL

Management Committee

**Monday 16th November 2020 at 7.30 pm
(Via Zoom)**

PRESENT Councillors Stephen Coleman (Chair), Geoff Cook (Vice Chair), Alvin Finch (Mayor), Douglas Rathbone (Deputy Mayor), Jonathan Owen, Shirley Evans, Andy Blackman, Susanne Long and Guy Tirvengadam

Also in attendance was Councillor Eamonn Hennessy

APOLOGIES None

OFFICERS Chris Bagshaw (Town Clerk), Hazel Belshaw (Temporary Council Secretary)

418/20/21 PUBLIC PARTICIPATION
None

419/20/21 DECLARATIONS OF INTEREST
None

420/20/21 EXCLUSION OF PRESS AND PUBLIC (PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960)
Members confirmed there would be exclusion of the press and public for Agenda item 11.

421/20/21 MINUTES OF THE MEETING HELD ON 19TH OCTOBER
The Chairman presented the minutes of the meeting held on 19th October, which had been approved by full Council on 2nd November.
Councillor Rathbone proposed that the minutes be accepted as a correct record. This was seconded by Councillor Coleman and carried unanimously.

RESOLVED That the minutes of the meeting of the Committee held on 19th October be accepted as a correct record.

422/20/21 URGENT ITEMS OF BUSINESS
Local Cycling and Walking Infrastructure Plan
Councillor Owen advised that the Department of Transport has contacted all local authorities to request that they review their cycling and walking plans. He has spoken with CCC to request that a representative from KTC is involved in reviewing the plan for Kendal. Councillor Evans proposed that Councillor Owen is nominated as the representative from KTC. This was seconded by Councillor Finch and carried unanimously. Councillor Rathbone suggested liaising with the flood working group, which are linked to the Planning Committee.

RESOLVED

That the Committee nominate Councillor Owen as the representative from KTC for the review of the Local Cycling and Walking Infrastructure Plan.

423/20/21**REPORT ON WORK PROGRAMME**

The Town Clerk presented the report on project progress for October 2020. He highlighted the following points:

Infrastructure projects:

Woolpack Yard signage

Wattsfield bus stop bench

Burton Road Bus Shelter

Bench plaques

Damage to Abbott Hall plaques.

Ongoing discussions with the Project Manager regarding the monies for these projects. In previous years they have been funded from surplus money from the underspend on other projects.

Visit Kendal website

KTC are keen to keep the website active and currently still contribute to the hosting of the site. There have been some conversations with BID, who have some reservations, but they are hoping these will be resolved shortly.

Citizens' Jury

Councillor Owen advised Members that they will shortly receive the recommendations from the group for consideration.

20mph

The Environment & Highways Committee is reviewing the report and considering how to present this to Full Council in January 2021. Discussions with Kendal Futures have happened to consider the work they have done on this. Councillor Cook suggested links with the Northern Development Group and Councillor Blackman has some data collection from 6 years ago that he will pass on, as it may be relevant.

Facebook

The KTC Facebook page is now live.

Website

Some ongoing work is being done with the website.

Christmas Lights

The film that the Committee has been working on is almost ready and Councillor Evans thanked the Assistant to the Town Clerk for all her hard work in getting it ready. The lights will be turned on next week.

424/20/21**REFURBISHMENT OF THE TOWN HALL**

The Town Clerk advised that he had visited the Town Hall last week. There were some wires to be fitted into the Mayor's Parlour and the Mayor's Attendant was liaising with BT about this. They have been

given a date of February to vacate the current office. There have been some issues with the office, which have been raised with SLDC. He sought advice from Members regarding the lease. Councillor Coleman can help contact the relevant person within SLDC to advise on this.

425/20/21

CHANGES TO COUNCIL PRACTICES

Councillor Coleman advised Members he has asked for this to be added to the Agenda for discussion. It had been agreed by this Committee to change to bi-monthly Full Council and Management Committee meetings and sought advice from the Town Clerk on how this can now be implemented in the new financial year. A constitution update is needed to ensure that any items needing approval can be done by the Management Committee to prevent any process or approval delays. The Town Clerk advised that this would be achievable by amending the Terms of Reference. In previous years each Committee has agreed their own Terms of Reference. He suggests a refresh to bring them all in line and this would allow for delegating powers for each Committee. Councillor Owen and Rathbone were supportive of this and Councillor Coleman suggested this be brought to Full Council.

Enabling committee minutes to be presented en masse was also requested in the next financial year.

426/20/21

ITEMS FOR THE NEWSLETTER

None

427/20/21

EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor Coleman and seconded by Councillor Finch to move to Part II, this was carried unanimously.

RESOLVED

That the press and public be excluded for the following items of business.

Part II

In accordance with Section 100(B)(2) of the Local Government Act 1972, the following reports were excluded from inspection by members of the public as they contain exempt information as described in Schedule 12A of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006, as follows:-

Information relating to any individual [*Paragraph 1*]

STAFFING MATTERS [*Paragraph 1*]

428/20/21

There was a general discussion on contracts and training for Officers and Councillors. The Town Clerk sought approval to amend the contracts accordingly to allow for more flexible working hours. He also sought approval for a pay scale increase, subject to satisfactory appraisal, in April 2021. Councillor Blackman proposed that the Town Clerk pay scale increase be approved, subject to satisfactory

appraisal, and the adjustments to the Officers contracts. This was seconded by Councillor Coleman and carried unanimously.

Chris Bagshaw mentioned the potential to propose some committee changes. Ideas were welcomed by the Management Committee and the Committee would need to see any ideas that the Clerk has at a future meeting before potentially taking these forward for the new financial year.

RESOLVED

1. That a pay scale increase for the Town Clerk is approved for April 2021, subject to a satisfactory appraisal.
2. The Town Clerk shall amend Officers contracts accordingly to allow for more flexible working.

429/20/21**READMISSION OF PRESS AND PUBLIC**

It was proposed by Councillor Coleman to re-admit the press and public. This was seconded by Councillor Owen and carried unanimously.

RESOLVED

that the press and public be re-admitted for the remainder of the meeting.

The meeting closed at 8.52pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
422	Local Cycling Infrastructure Plan	RES	That the Committee nominate Councillor Owen as the representative from KTC for the review of the Local Cycling and Walking Infrastructure Plan
428	Staffing Matters	RES	<ol style="list-style-type: none"> 1. That a pay scale increase for the Town Clerk is approved for April 2021, subject to a satisfactory appraisal. 2. The Town Clerk shall amend Officers contracts accordingly to allow for more flexible working.