

# Kendal Town Council

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



**Minutes of the meeting of Kendal Town Council held in the Council Chamber at the Town Hall, Highgate, Kendal, on Monday, 3 February 2025, at 7.30 p.m.**

## Councillors

|                         |           |                       |           |
|-------------------------|-----------|-----------------------|-----------|
| G Archibald             | Present   | A Blackman            | Apologies |
| S Blunden               | Apologies | J Brook               | Apologies |
| D Brown                 | Present   | A Campbell            | Apologies |
| S Coleman               | Present   | J Cornthwaite (Mayor) | Present   |
| J Dunlop                | Apologies | L Edwards             | Present   |
| R Edwards               | Apologies | D Evans               | Present   |
| A Finch                 | Present   | L Hendry              | Present   |
| H Ladhams               | Present   | E Hennessy            | Present   |
| D Miles                 | Apologies | S Long                | Present   |
| C Russell               | Present   | D Rathbone            | Present   |
| K Simpson               | Apologies | M Severn              | Present   |
| P Thornton              | Apologies | G Supka               | Present   |
| R Sutton (Deputy Mayor) | Present   | G Tirvengadam         | Present   |
| Two vacancies           |           |                       |           |

**In attendance:** Chris Bagshaw (Town Clerk) and Natalia Williams (Development and Delivery Officer (Deputy Clerk))

## Cumbria Police

Inspector Ross Woods addressed Council on the work of Cumbria Constabulary. He drew attention to four areas of concern.

1 Acquisitive Crime (theft): Operation Raptor concentrated on bikes and cars. 100 bikes had been stolen in the last two years, mostly from shed and outbuildings. Often one arrest is related to many unsolved cases. Thanks to proceeds of crime funding, police planned to security mark 1,000 bikes in 2025. 250 had been done so far after initiative in shopping centre.

2. Operation Enhance was dealing with anti-social behaviour through uniformed foot patrols, with £1 million funding from the Home Office. In a national context, the level of ASB in Cumbria was so low that the response criteria had to be changed. But by concentrating on Kendal town centre, Bowness and Ulverston, disorder rates had reduced by 39%. Further funding from Proceeds of Crime would give operation an additional 12 months.

3. Neighbourhood policing pledges by the government would fund community beat officers and the integration of special constables and PCSOs.

4. Operation Blackhawk was dealing with a specific incident on the riverside path in which a 19 year-old woman had been attacked. A 32-year old man from Blackpool had been arrested, but the issue brought into focus a number of related problems such as lighting.

Following the presentation, members asked a series of questions. It was suggested that a police opinion on some lighting issues could be very beneficial. Various methods were suggested, including possible additional funding streams. It was suggested that the Environment Committee follow up with the appropriate officer for recommendations and data on lighting requirements in specific areas in Kendal. A query about police retention was answered with an explanation relating to the necessary length of time taken to recruit new officers, though in Cumbria there was a relatively high level of transfers in. A question relating to use of tracking apps such as Strava was answered with an observation that although there had been a notable instance at Whinlatter, once, most of the local criminals were not so technically minded. Inspector Woods was asked if he would notify the Council about future cycle marking events, and he undertook to keep the community informed.

The Mayor thanked Inspector Woods for his time and expressed the hope that Councillors would agree that it was worth taking a little more of the meeting than usual. He hoped the Police would make further presentations in the not so distant future.

### **Friends of Kendal's Heritage**

Professor Rob David and Judith Anstee addressed Council on the proposals to create a Friends of Kendal's Heritage Group. They explained the origins of the Museum of Lakeland Life and Industry and expressed concern that the 'MOLLI' had now been closed for five years. They introduced the Council to their two-phased approach to the issue. In Phase One they would be looking at how to celebrate Kendal's heritage in 100 objects. They were grateful to the Mayor for agreeing to convene a meeting of interested parties on 6 March, and have also now had supportive discussions with Lakeland Arts, CWAAS, the Cumbria Industrial History and others. They hoped to have a website and exhibition in 'pop-up' venues such as Stricklandgate House. Phase Two would be to build on the interest demonstrated in Phase One, and hopefully get the MOLLI re-opened. Councillors' questions and observations included a hope that the initiative can be integrated into the Council's 450<sup>th</sup> Anniversary celebrations and that the material would be made available for schools to use, so that young people can benefit from the immediacy of local history. A question was raised about whether the 100 objects had already been chosen. Professor David explained that he anticipated that Lakeland Arts would coordinate the process, but it would be a popular process and not be top down.

The Mayor thanked Rob and Judith for the presentation.

### **56/2024 Apologies**

**Resolved:** To receive and accept apologies for absence from Cllrs Blackman, Blunden, Campbell, Dunlop, R Edwards, D Miles, Simpson and Thornton.

### **57/2024 Declarations of Interest**

No declarations of interest were raised under this item.

### **58/2024 Exclusion of Press and Public**

There were no excluded items included within the agenda.

### **59/2024 Minutes of Last Council Meeting**

**Resolved:** To receive the minutes of the meeting of the Council held on 2 December 2024 and to authorise the Chair to sign them as a true record.

## **60/2024 Minute Action Sheet**

Members considered a report on actions taken by officers on resolutions or recommendations made at previous meetings of the Council.

**Resolved:** To note the report.

## **61/2024 Mayor's Communications and Announcements**

The Mayor presented a report on his recent activities, pointing out that the Deputy Mayor had attended a number of events on his behalf and highlighting a number of areas, including the Mayor's Coffee Morning, before Christmas, and his pride and admiration for the quality of local choirs he has seen performing. He expressed the Council's sympathy on the deaths of David Knipe and Paul Grout, both influential local people with a passion for farming and the built heritage of Kendal, respectively.

He drew members' attention to the upcoming Charity Dinner at the Castle Green Hotel on 14 March and encouraged them to obtain their tickets as soon as possible.

The Mayor confirmed that the Annual Meeting of the Council would be held on Monday 12 May – the first available Monday, rather than Tuesday 6 May. This would also serve to clear any confusion over Mayoral duties at the VE Day anniversary on 8 May.

He drew further attention to an event to mark the third anniversary of the full-scale invasion of Ukraine by Russia, which was being organised by the local Ukrainian community at the war memorial at 12pm on 23 February.

**Resolved:** To note the report.

## **62/2024 Committee Memberships**

Full Council was asked to consider whether any additional members were to be appointed to committees, in light of recent changes to the Council's membership. The Council had, as a result, vacancies on the Audit, Culture and Communities, Environment and Mayoralty & Heritage committees. Following nominations from the floor it was:

**Resolved:** That Cllr Hendry re-join the Mayoralty and Heritage Committee.

## **63/2024 Recording Part Presence**

The Town Clerk presented a report on recording councillors' partial presence at meetings. This was due to confusion which had recently arisen over the Council's policy relating to recording a councillor's presence at a meeting when the councillor only attended a part of the meeting for a variety of reasons. The purpose of the report was to clarify what the Council's options were in these circumstances and to make a recommendation for the Council to adopt for future practice, which could entail an amendment to Standing Order 2, t, ii. The issue provoked some debate after which it was

**Resolved:** To take no further action on this policy, meaning that a councillor's attendance be recorded simply as present, or absent, depending on whether they attended the meeting, or not.

#### **64/2024 Risk Assessment 2024-25**

The Town Clerk reported that the Council's audit and governance regime required that it reviewed its risk management procedures on a yearly basis. This assessment had last been carried out by the Audit Committee in January 2025, and was now presented to Full Council for adoption, as recommended by the Committee. The Committee had made a number of suggestions for the presentation of future reviews, and these would be incorporated over the next year, in time for the next review. A copy of the Risk Assessment Review 2025 was attached to the report.

**Resolved:** To accept the Audit Committee's recommendation that the 2025 review of Risk Management practices be accepted.

#### **65/2024 Council Reserves Policy**

The Town Clerk reported that the Audit Committee had reviewed the Council's Reserves Policy and had recommended it for adoption. The Audit Committee would formally review this policy every year and bring it to Council for subsequent adoption whenever changes were proposed. A copy of the Draft Reserves Policy 2024/25 was appended to the report.

**Resolved:** To adopt the Council Reserves Policy 2024/25.

#### **66/2024 Budget and Precept 2025-26**

The Town Clerk reported that the Budget Working Group had reviewed the Council's committees' budget requests for the next Financial Year, and had reported its findings to the Management Committee. The Management Committee, in turn, had reviewed the proposed budget and had made the recommendation contained within the report, to approve the Revenue Budget for 2025 as detailed and to submit a Precept demand of £712,496 to the collecting authority. Attention was drawn to the fact that the Management Committee was the delegated Committee to consider the application of the Council's Community Infrastructure Levy (CIL) receipts. The budget, set out within the report and appended to these minutes, included an application of CIL funding for some areas of expenditure.

**Resolved:** To approve the Revenue Budget for 2025/26 as detailed within the report and appended to these minutes and to submit a Precept demand of £712,496 to the collecting authority.

#### **67/2024 Minutes from Committees**

The Council was presented with the following minutes from recent meetings of the Council's standing committees and committee chairs were invited to give a brief account of their committee's recent activities, if they so wished:

- (a) Culture and Communities Committee on 16 November 2024 – Cllr Ladhams presented the minutes and was questioned over the progress made towards the preparations being made for the commemorations of the various anniversaries in 2025. She explained the work being delivered by the cross-committee working group, which had proposed a number of events, including re-scheduling the Full Council meeting in May to avoid a confusion with the anniversary of VE Day. VE Day itself would be marked by, among other things, a procession to the Beacon site at Kendal Castle and a tea dance. VJ Day would focus on the peace that settled the conflict and discussion over appropriate activities would include local church groups such as the Quakers and others. A member observed that he hoped that the significance of VJ Day would not be overlooked.

- (b) Environment Committee on 11 November 2024 - Cllr Hennessy presented the minutes. He expressed a hope that the Council's communications would be more effective in future in the informing the public what good works the Council was achieving.
- (c) Management Committee on 4 November 2024 and 6 January 2025 – Cllr Coleman presented the minutes. He was asked if there was an update on the Town Team and replied that currently he had received no further information on this topic.
- (d) Mayoralty and Heritage Committee on 16 December 2024 – Cllr Cornthwaite presented the minutes.
- (e) Planning Committee on 18 November 2024, 2 December 2024, 16 December 2024 and 6 January 2025 - Cllr Rathbone presented the minutes. The Chair of the Environment Committee commended the Planning Committee on its continued commitment to Biodiversity net gain and even bee bricks. Cllr Rathbone asked if he could share further information with his committee members on beebricks and then reiterated the Committee's position on the current local plan (Westmorland and Furness Council are producing it and consulting at speed on various sections and there was a risk that the Council might miss out, if it wasn't given sufficient notice to respond.) He undertook to update the Council on developments relating to the Spatial Planning Working Group but that group was not yet ready to present its findings.

**Resolved:** To receive the minutes of recent meetings of the Council's standing committees shown above.

#### **51/2024 Resolution to Extend Meeting**

The Mayor drew the Council's attention to the time and invoked Standing Order 3.x) asking them if they wished to suspend this Order and run the meeting for longer than 2 hours.

**Resolved:** To continue the meeting to its end, in view of the relatively short items remaining.

#### **52/2024 Reports from Representatives on Outside Bodies**

Council considered reports from the Council representatives on the following outside organisations:

- (a) Integrated Community Care (a written report from Cllr Sutton)
- (b) Lancaster Canal Regeneration Partnership (a written report from Cllr Hendry)
- (c) Westmorland and Furness Diversity, Equity and Inclusion Partnership (a verbal report from Cllr Tirvengadam)

**Resolved:** To receive the reports from representatives on the outside organisations shown above.

**68/2024 Dowker Bindloss Charity**

The Town Clerk reported that the Dowker Bindloss Charity had been created in 1987 by the merger of several smaller funds for which Kendal Town Council was trustee. In 2012, the Trusteeship had been transferred to Cumbria Community Foundation (CCF). CCF reported annually to the Town Council on its management of the Fund. The report on the Dowker Bindloss Charity Fund 2023/24 was attached to the agenda.

**Resolved:** To receive the report on the Dowker Bindloss Charity Fund 2023/24.

**69/2024 Schedule of Payments**

The Council was presented with the schedule of payments for November and December 2024.

**Resolved:** To receive the schedule of payments for November and December 2024.

The meeting closed at 9.39 p.m.

## Appendix One

### Budget and Precept 2025-2026

|   | 2024/25        | Projected<br>Outturn     | Proposed<br>Budget 25/26     | % of previous        | CIL<br>funded     |
|---|----------------|--------------------------|------------------------------|----------------------|-------------------|
| <b>Income</b>                             |                |                          |                              |                      |                   |
| Precept                                   | 636,157        | 636,157                  | 712,496                      | 112.0%               |                   |
| Rents                                     | 24,200         | 24,200                   | 25,000                       | 103%                 |                   |
| Interest                                  | 4,500          | 12,000                   | 15,000                       | 333%                 |                   |
| Grants                                    | 33,000         | 33,046                   |                              | 0%                   |                   |
| CIL                                       | -              | 111,616                  |                              |                      |                   |
| Other income                              | -              | 28,500                   | 12,500                       |                      |                   |
| <b>Total</b>                              | <b>697,857</b> | <b>845,519</b>           | <b>764,996</b>               | <b>110%</b>          |                   |
| <b>Expenditure</b>                        |                |                          |                              |                      |                   |
| <b>Allotments</b>                         |                |                          |                              |                      |                   |
| Water                                     | 1,950          | 1,950                    | 2,100                        | 108%                 |                   |
| Rent                                      | 1,050          | 900                      | 1,050                        | 100%                 |                   |
| Pest control                              | 3,200          | 3,200                    | 3,300                        | 103%                 |                   |
| Maintenance                               | 9,000          | 9,000                    | 9,200                        | 102%                 |                   |
| <b>Total</b>                              | <b>15,200</b>  | <b>15,050</b>            | <b>15,650</b>                | <b>103%</b>          |                   |
| <b>Culture &amp; Communities</b>          |                |                          |                              |                      |                   |
| Community Grants                          | 43,000         | 43,000                   | 30,000                       | 70%                  |                   |
| Festival Grants                           | 28,000         | 28,000                   | 25,000                       | 89%                  |                   |
| Citizens' Advice                          | -              | -                        | 5,500                        |                      |                   |
| Torchlight                                | -              | -                        | 10,000                       |                      |                   |
| <b>Culture &amp; Communities (cont'd)</b> | <b>2024/25</b> | <b>Projected Outturn</b> | <b>Proposed Budget 25/26</b> | <b>% of previous</b> | <b>CIL funded</b> |
| Brewery Arts                              | -              | -                        | 10,000                       |                      |                   |
| Community Resilience                      | -              | -                        | 5,000                        |                      |                   |
| Xmas Lights                               | 30,000         | 30,000                   | 31,000                       | 103%                 |                   |
| Lights infrastructure                     | 5,000          | 5,000                    |                              |                      | 5,000             |
| Electricity                               | 1,100          | 1,100                    | 1,750                        | 159%                 |                   |
| Switch on                                 | 10,000         | 10,000                   | 11,000                       | 110%                 |                   |
| Bunting                                   | 1,500          | 1,500                    | 1,500                        | 100%                 |                   |
| Anniversaries                             | -              | -                        | 10,000                       |                      |                   |
| <b>Total</b>                              | <b>118,600</b> | <b>118,600</b>           | <b>140,750</b>               | <b>119%</b>          |                   |

|                                       |                |                          |                              |                      |                   |
|---------------------------------------|----------------|--------------------------|------------------------------|----------------------|-------------------|
| <b>Kendal in Bloom</b>                |                |                          |                              |                      |                   |
| Floral Displays                       | 30,000         | 30,000                   | 30,600                       | 102%                 |                   |
| Projects and Grants                   | 6,000          | 6,000                    | 6,000                        | 100%                 |                   |
| <b>Total</b>                          | 36,000         | 34,500                   | 36,600                       | 102%                 |                   |
|                                       |                |                          |                              |                      |                   |
| <b>Environment</b>                    |                |                          |                              |                      |                   |
| New infrastructure                    | -              | -                        |                              |                      | 4,500             |
| Infrastructure Maintenance            | 5,000          | 5,000                    | 8,000                        | 160%                 |                   |
| Footway lighting charges              | 5,000          | -                        | -                            | 0%                   |                   |
| Litter bin charges                    | 3,250          | 3,702                    | 4,250                        |                      |                   |
| Biodiversity Grants                   | 10,000         | 10,000                   | 10,000                       | 131%                 |                   |
| Planting for Pollinators              | 6,400          | 6,400                    |                              |                      |                   |
| Birdcage improvement                  | 5,000          | 5,000                    |                              |                      |                   |
| Green infrastructure maintenance      | -              | -                        | 6,000                        |                      |                   |
| Footpath Improvements                 | -              | -                        |                              |                      | 20,000            |
| Bus stop improvements                 | -              | -                        | 5,000                        |                      | 15,000            |
| Natural Kendal                        | -              | -                        | 10,000                       |                      |                   |
| <b>Total</b>                          | 34,650         | 30,102                   | 43,250                       | 125%                 |                   |
|                                       |                |                          |                              |                      |                   |
| <b>Management</b>                     | <b>2024/25</b> | <b>Projected Outturn</b> | <b>Proposed Budget 25/26</b> | <b>% of previous</b> | <b>CIL funded</b> |
| Premises                              | 22,628         | 21,000                   | 27,000                       | 119%                 |                   |
| IT                                    | 29,700         | 29,700                   | 34,000                       | 114%                 |                   |
| Staffing Costs                        | 322,000        | 322,000                  | 360,000                      | 112%                 |                   |
| Insurance and Finance                 | 14,520         | 17,605                   | 16,000                       | 110%                 |                   |
| Stationery                            | 8,100          | 8,700                    | 8,200                        | 101%                 |                   |
| Vehicle                               | 5,100          | 5,100                    | 5,500                        | 108%                 |                   |
| Elections                             | 10,000         | 10,000                   | 15,000                       | 150%                 |                   |
| Kendal Futures and Kendal Vision      | 15,800         | 15,800                   | 15,800                       | 100%                 |                   |
| Promoting Kendal website and leaflets | 20,850         | 19,350                   | 21,000                       | 101%                 |                   |
| <b>Total</b>                          | 448,698        | 449,255                  | 502,500                      | 112%                 |                   |
|                                       |                |                          |                              |                      |                   |
| <b>Mayoralty &amp; Heritage</b>       |                |                          |                              |                      |                   |
| Mayoral Allowance                     | 5,000          | 5,000                    | 3,500                        | 70%                  |                   |
| Deputy Mayoral Allowance              | -              | -                        | 1,500                        |                      |                   |
| Mayoral Travel                        | 800            | 800                      | 800                          | 100%                 |                   |
| Mayor Making                          | 2,500          | 2,068                    | 2,100                        | 84%                  |                   |
| Torchlight Reception                  | 2,000          | 1,800                    | 2,000                        | 100%                 |                   |
| Remembrance                           | 350            | 380                      | 1,600                        | 457%                 |                   |

|                                |                |                |                |             |               |
|--------------------------------|----------------|----------------|----------------|-------------|---------------|
| Curatorial services            | 250            | 250            | 250            | 100%        |               |
| Misc Functions and expenditure | 4,000          | 4,500          | 4,000          | 100%        |               |
| Twinning                       | 1,500          | 1,250          | 1,500          | 100%        |               |
| Exhibitions                    | 1,000          | 1,000          | 1,000          | 100%        |               |
| Kendal Museum                  | 2,000          | 2,000          | 2,000          | 100%        |               |
| <b>Total</b>                   | <b>19,400</b>  | <b>19,048</b>  | <b>20,250</b>  | <b>104%</b> |               |
|                                |                |                |                |             |               |
| <b>Planning</b>                |                |                |                |             |               |
| Local Plan development         | 2,500          | 1,500          | 1,500          | 60%         |               |
| Training                       | 2,500          | 2,500          | 2,500          | 100%        |               |
| FRSWG                          | 20,000         | 20,000         | -              | 0%          |               |
| <b>Total</b>                   | <b>25,000</b>  | <b>24,000</b>  | <b>4,000</b>   | <b>16%</b>  |               |
|                                |                |                |                |             |               |
| <b>Total</b>                   | <b>697,548</b> | <b>690,555</b> | <b>763,000</b> | <b>109%</b> | <b>44,500</b> |

### Council Tax Implications

The Collecting Authority (Westmorland and Furness Council) has published the Council Tax Base for 2025/26. This shows a 4.1% increase in Kendal. The Precept figure shown in the Income table is divided by the Council Tax base to calculate the Band D rate of Council Tax for the parish contribution.

In the proposed budget, a 12% increase in the Precept, requires an 8% increase in the parish contribution from the Council Tax. In Kendal this equates to a £4.44 increase in the annual bill for a Band D Council Tax payer – the equivalent to less than 9p per week. The contributions from other Council Tax Bands are set out below.

|                         | 2024     | 2025  | Increase |
|-------------------------|----------|-------|----------|
| <b>Council Tax base</b> | 10933.36 | 11378 | 104.1%   |
|                         |          |       |          |
| <b>Band D</b>           | 58.18    | 62.62 | 108%     |
|                         |          |       |          |

### Impact on Bands 2025-26

|               |       |
|---------------|-------|
| <b>Band A</b> | 41.75 |
| <b>Band B</b> | 42    |
| <b>Band C</b> | 49    |
| <b>Band E</b> | 76.54 |
| <b>Band F</b> | 83.49 |