

# Kendal Town Council

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



7 July 2025

To Members of the Planning Committee

Cllr A Campbell	Cllr H Ladhams (Vice-Chair)
Cllr J Cornthwaite	Cllr D Miles
Cllr L Edwards	Cllr D Rathbone (Chair)
Cllr R Edwards	Cllr G Supka
Cllr A Finch	

You are summoned to a meeting of Kendal Town Council Planning Committee on **Monday, 14 July 2025**, at **6.30 p.m.** in the Council Chamber at the Town Hall, Highgate, Kendal.

**(Distributed to other Members of the Council for information only.)**

Yours faithfully

Chris Bagshaw  
Town Clerk

## AGENDA

### 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 give notice of their attention to do so by contacting the Town Clerk on 01539 885430, [office@kendaltowncouncil.gov.uk](mailto:office@kendaltowncouncil.gov.uk). 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/> or by contacting the Town Clerk on 01539 793490.

#### 1. 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 the Local Government Act 1972, s85.

#### 2. Declarations of Interest

To receive declarations by members and/or co-optees of interests in respect of items on this agenda.

#### 3. 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.

**4. Minutes from the Last Meeting (pages 3 to 5)**

To receive the minutes of the meeting held on 30 June 2025 and to authorise the Chair to sign them as a true record (see attached).

**5. Minute Action Sheet (page 6)**

To consider a report on actions taken by officers on resolutions or recommendations made at previous meetings (see attached).

**6. Planning Process and Issues**

To consider any planning process or related issues arising from the Council's interaction with the Planning Authorities. These may include items for reference, training, or guidance following feedback from previous applications.

**7. Kendal Town Council Flood Relief Scheme Working Group**

To receive a verbal update on the activities of the Working Group.

**8. Kendal Town Council Local Plan Action Group**

To receive a verbal update on the activities of the Working Group.

**9. Planning Applications (pages 7 to 9)**

To consider planning applications received from Westmorland and Furness Council, if any.

The Committee will consider planning applications received and published by the Local Planning Authority up to the date of the meeting. Where the publication of the application is after the initial publication of the agenda, items will be added up to the day of the meeting where necessary to meet planning consultation timeframes. A full list of applications likely to be considered can be obtained by checking the local planning authority website:

<https://www.southlakeland.gov.uk/planning-and-building/planning/planning-applications/search-for-a-planning-application/>

## Kendal Town Council

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### Minutes of a meeting of the Planning Committee held on Monday, 30 June 2025, at 6.30 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr A Campbell	Apologies	Cllr H Ladhams (Vice-Chair)	Present
Cllr J Cornthwaite	Present	Cllr D Miles	Apologies
Cllr L Edwards	Present	Cllr D Rathbone (Chair)	Present
Cllr R Edwards	Present	Cllr G Supka	Present
Cllr A Finch	Apologies		

**In attendance:** Chris Bagshaw (Town Clerk) and Inge Booth (Democratic Services Assistant).

#### **P20/2025 Apologies**

**Resolved:** To receive and accept apologies for absence from Cllrs Campbell, Finch and Miles.

#### **P21/2025 Declarations of Interest**

No declarations of interest were raised under this item.

#### **P22/2025 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)**

There were no excluded items on the agenda.

#### **P23/2025 Minutes of the Previous Meeting**

**Resolved:** To receive and accept the minutes of the previous meeting of the Planning Committee held on 16 June 2025 and to authorise the Chair to sign them as a true record.

#### **P24/2025 Minute Action Sheet**

In response to a query in relation to Item Ref. No.56, the Town Clerk advised that he awaited a response from Westmorland and Furness Council with regard to its “non-statutory allotment land.”

**Resolved:** To note the actions taken by officers on resolutions or recommendations made at previous meetings.

#### **P25/2025 Planning Process and Issues**

The Town Clerk reported that he had had a conversation with a colleague at Westmorland and Furness Council who had indicated that he was not averse to the idea of the Town Council funding an update of the Shop Front Design Toolkit and that he would discuss the matter with their Planning Policy Group. The Town Clerk suggested that this may cost in the region of £5,000.

In response to a query regarding the Community Governance Review (CGR), the Town Clerk was of the opinion that the first of the two CGRs had already been addressed, with Westmorland and Furness having recommended the extension of the current electoral term to 2027. The review of boundaries, in a subsequent CGR, would be proposed following conclusion of the Local Government Boundary Commission for England's review of the new unitary authority wards. The Town Clerk further informed Members that this issue fell within the remit of the Management Committee.

**Resolved:** To note the verbal update.

#### **P26/2025 Kendal Town Council Flood Relief Scheme Working Group**

Cllr Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, reminded Members that the next meeting of the Group was due to take place on 9 July 2025. Some discussion took place with regard to comments on social media about the wall at New Road. The Town Clerk was pleased to report that, at the end of the meeting, two Members would be signing the Funding Agreement for the glass wall, following which the Environment Agency would submit an invoice for the Town Council's share - £150,000.

**Resolved:** To note the verbal update.

#### **P27/2025 Kendal Town Council Local Plan Action Group**

A meeting of the Kendal Town Council Local Plan Action Group had taken place 23 June 2025 at which the content of the Call for Sites document had been discussed, with strong reasons as to why the Town Council did not want some of the sites being used being settled on. A map with details of plots currently being evaluated in the Call For Sites, as well as one showing flooded areas in Storm Desmond, was circulated. It was again stressed that the sites indicated had yet to be considered and consulted on, and that some may be removed during the process.

**Resolved:** To note the verbal update.

#### **P28/2025 Planning Applications**

The Committee considered the Planning Applications as detailed in Appendix 1 to these minutes.

**Resolved:** To submit the recommendations in Appendix 1 to these minutes to the Planning Authority.

The meeting closed at 7.08 p.m.

Kendal Town Council  
 Responses from Planning Committee: 30 June 2025  
**Appendix 1**

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
1	<a href="#">2025/0399/FPA</a>	<b>Caravan Site Spital Farm Appleby Road Kendal LA9 6PJ</b>  Change of use of agricultural land for 12 additional touring caravan pitches and installation of stone access track ( <i>further information</i> )	Nether	1 July	<b>No Material Objection</b> subject to the drainage proposals being acceptable to United Utilities' and confirmation of the footway entrance and crossing being acceptable to Highways.
2	<a href="#">2025/1108/HOU</a>	<b>4 Undercliff Road Kendal LA9 4PS</b>  Proposed workshop and covered external store to replace existing outbuilding	Fell	9 July	<b>No Material Objection</b>
3	<a href="#">2025/0930/HOU</a>	<b>69 Serpentine Road Kendal LA9 4PD</b>  Replacement of 4 windows	Fell	9 July	<b>No Material Objection</b>

Item No.5

Planning Committee - Minute Action Sheet - as at 7 July 2025

Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible (CB unless stated)	Deadline, if any	Date Action Commenced	Comments
22	19/02/2024	P150/2023	Planning Process and Issues	To produce a draft statement in relation to out of town food outlets, and to circulate to all Members of the Planning Committee, with Members to submit comments for inclusions should they so wish. (17/03/2025 - The Chair and the Town Clerk to discuss the matter of a draft statement in relation to out of town food outlets and to alter the commencement date on the sheet to 17 March 2025.)	DFR/CB		17/03/2025	To be drafted
53	17/03/2025	P180/2024	Minute Action Sheet	The Town Clerk to present a report on Planning Training for Members to the Committee in April 2025.	CB			Being collated
56	02/06/2025	P6/2025	Planning Process and Issues	The Town Clerk to report back to Committee on receipt of a response from Westmorland and Furness Council regarding its "non-statutory allotment land."	CB		22/05/2025	Awaiting response
58	16/06/2025	P18/2025	Shop Front Design Toolkit	To ask Westmorland and Furness to update the current Shop Front Design Toolkit.	CB		18-Jun-25	Date agreed for scoping session with W&F Officers

Kendal Town Council  
 Applications for Planning Committee: 14 July 2025  
**Appendix 1**

<b>Item No.9</b>
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No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
1	<a href="#">2025/1122/FPA</a>	<b>37-39 Highgate Kendal LA9 4ED</b>  Minor alterations to re-open and widen a side entrance door from Tanners Yard which has previously been infilled. This will therefore reinstate secondary access to the property. Provision of an accessible WC and a small kitchenette on the ground floor, enhancing both the accessibility and functionality of the space.	Highgate	16 July	
2	<a href="#">2025/0601/HOU</a>	<b>16 Hillswood Avenue Kendal LA9 5BT</b>  Two storey side extension with single storey rear extension ( <i>further information</i> ).	Kirkland	9 July	
3	<a href="#">2025/1190/FPA</a>	<b>Land South of Underbarrow Road Kendal LA9 5RS</b>  Variation of condition 2 (approved plans) attached to planning permission SL/2019/0398 (Residential development for 84 dwellings with associated access, landscaping and drainage works).	Fell	16 July	

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
4	<a href="#">2025/1200/HOU</a>	<b>39 Milnthorpe Road Kendal LA9 5QG</b>  Proposed single storey rear extension, landscape alterations and replacement garage roof.	Kirkland	16 July	
5	<a href="#">2025/1136/HOU</a>	<b>Norfolk House 9 Thorny Hills Kendal LA9 7AL</b>  Take down the middle chimney stack of three and to provide a lead damp proof course prior to rebuilding. The proposal includes the replacement of lead flashing and soakers to the perimeter of the chimney stack.	Mintsfeet	17 July	
6	<a href="#">2025/1137/LBC</a>	<b>Norfolk House 9 Thorny Hills Kendal LA9 7AL</b>  Listed Building Consent to take down the middle chimney stack of three and to provide a lead damp proof course prior to rebuilding. The proposal includes the replacement of lead flashing and soakers to the perimeter of the chimney stack.	Mintsfeet	17 July	
7	<a href="#">2025/1231/HOU</a>	<b>7 Wray Crescent Kendal LA9 7NX</b>  Proposed single storey side extension and front porch.	Heron Hill	22 July	

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
8	<a href="#">2025/1259/HOU</a>	<p><b>22 Serpentine Road KENDAL LA9 4PD</b></p> <p>Replacement single glazed windows with like for like double glazed windows</p>	Fell	28 July	