

# Kendal Town Council

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



16 September 2024

To Members of the Mayoralty and Heritage Committee

Cllr J Brook	Cllr J Cornthwaite (Chair)
Cllr J Dunlop	Cllr D Rathbone
Cllr C Russell	Cllr M Severn
Cllr R Sutton (Vice-Chair)	Cllr G Tirvengadam

You are summoned to a meeting of Kendal Town Council Mayoralty and Heritage Committee on **Monday, 23 September 2024, at 7.00 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 apply to do so before the commencement of the meeting. 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 and Dispensation

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

#### 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 4 to 6)

To receive the minutes of the meeting of the Mayoralty and Heritage Committee held on 17 June 2024 and to authorise the Chairman to sign them as a true record (see attached).

**5. Minute Action Sheet (page 7)**

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

**6. Review of Spend against Budget 2024/25 (page 8)**

To consider a report on budget spending at 11 September 2024 (see attached).

**7. Museum Provision**

To consider the next steps in the development of a Museum for Kendal.

**Background**

This is a standing item for the Mayor and officers to report back on progress made towards the development of a Museum for Kendal and to initiate consideration of any concerns members may have relating to this issue.

**8. Kendal and the International Slave Trade Trail**

To receive a brief verbal report on the development of the Kendal and the International Slave Trade Trail and to make any necessary decisions.

**9. Heritage Collection Risk Assessment**

To receive a verbal update on the development of appropriate risk management policies and procedures for the Mayor's Parlour and the Heritage Collection.

**10. Forthcoming Events (page 9)**

To receive a report from the from the Heritage Officer on forthcoming Civic Event and to consider any necessary actions (see attached).

**11. 450<sup>th</sup> Anniversary of the Borough Charter**

To consider what actions the Council should take to commemorate the 450<sup>th</sup> Anniversary of the Borough Charter, and to note the decision to allow Kendal South Choir to formally badge their 2025 performance of Carmina Burana as an anniversary event.

**Background**

The Corporation of the Borough of Kirkbie Kendal was formally created by a Charter of Elizabeth I in 1585. The Local Government Act, 1972 made Kendal Town Council the successor council to the Charter, which was later amended by Charles I and Charles II to create the Mayoralty and Councillors we exercise today. The issue of an appropriate anniversary celebration is also being considered by the Council's Culture and Communities Committee.

**12. 80<sup>th</sup> Anniversaries of the End of World War Two**

To consider what actions should be taken by the Council to commemorate the 80<sup>th</sup> anniversaries the end of World War Two.

**Background**

Victory in Europe (VE) Day is commemorated in Britain on 8 May (9 May in Eastern Europe). Victory over Japan (VJ) Day is commemorated on 15 August, which is also designated as a memorial day for those prisoners of war returning from the Far East (FEPOW Day). Between these dates is the 80<sup>th</sup> anniversary of the only wartime use of nuclear weapons, at Hiroshima (6 August) and Nagasaki (9 August), commemorated on 6 August as Hiroshima Day. The issue of an appropriate anniversary commemoration is also being considered by the Council's Culture and Communities Committee.

**13. Kendal Flag**

To consider whether a flag depicting the coat of arms of Kendal could be purchased for display on the Town Hall and other venues.

**Background**

The Mayor has asked that this be looked into. Currently, decisions about flag raising on the Town Hall in Kendal are made by officers at Westmorland and Furness Council, the building's owners. In the past the Town Council has considered whether other flagpoles should be erected in the town that it has more control over. To date these considerations have not been conclusive.

**14. Twinning**

To receive a brief verbal report on the other activities and affairs of the Town's two twinning relationships.

**15. Newsletter and Publicity**

To consider which items will be included in a press release and items for the next edition of the Council's Newsletter.

# Kendal Town Council

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## Minutes of the meeting of the Mayoralty and Heritage Committee held on Monday, 17 June 2024, at 7.30 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr J Brook	Present	Cllr J Cornthwaite (Chair)	Present
Cllr J Dunlop	Present	Cllr D Rathbone	Present
Cllr C Russell	Present	Cllr M Severn	Absent
Cllr R Sutton (Vice-Chair)	Present	Cllr G Tirvengadam	Present

**In attendance:** Chris Bagshaw (Town Clerk) and Simon Unsworth (Heritage Officer).

### MH1/2024 Apologies

None were received

### MH2/2024 Declarations of Interest

No declarations of interest were raised under this item.

### MH3/2024 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

### MH4/2024 Minutes from the Last Meeting

**Resolved:** To receive the minutes of the meeting of the Mayoralty and Heritage Committee held on 25 March 2024 and to authorise the Chair to sign them as a true record.

### MH5/2024 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings. Some items were considered under their respective agenda headings. The Heritage Officer drew the Committee's attention to the new signs on the Parlour door and at the foot of the stairs.

**Resolved:** To note the report.

### MH6/2024 Review of Spend against Budget 2024/25

The Committee considered its budget monitoring report. The Clerk reported that Traffic Management costs at Mayoral events were going to become a relatively major expense. This was because the police were no longer willing to offer this service in Kendal.

**Resolved:** To note the budget monitoring report as at 11 June 2024.

### MH7/2024 Slavery and Kendal Trail

The Heritage Officer provided a brief verbal report on progress of plans for the Slavery and Kendal Exhibition. The draft presentation has been circulated to the wider reference group (which include Kendal Museum and Anti-Racism Cumbria) and their feedback has been incorporated. The trail would be launched with two guided sessions at the Unity Festival in July. A booking system will be used, similar to the Parlour talks. The Mayor will be present and the Parlour will be open in the intervening periods for the public to enjoy. A printed version will be available during the festival and the Trail will be published afterwards.

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

#### **MH8/2024     Museum Provision**

The Committee considered whether any progress had been made towards the development of a Museum for Kendal. There was a suggestion that the concept should not turn its back on the Museum for Lakeland, which the currently mothballed Museum of Lakeland Life and Industry (MOLLI) fulfilled. It was noted that Lakeland Arts would soon be employing a new Chief Executive, following the departure of Rhiann Harris, and that this might present an opportunity for the MOLLI concept to be re-imagined. The usual problems of space, a dispersed collection of town related items, capital finance, volunteer time etc were discussed. It was suggested that if the Town Council was serious about the matter, it would probably have to lead on the issue. Kendal Museum clearly also had a role to play in this, along with the Civic Society and others.

**Resolved:** To convene a meeting of local, likeminded groups and parties to widen the conversation and explore potential options.

**Resolved:** To arrange an early meeting with the new Chief Executive at Lakeland Arts.

#### **MH9/2024     K-Shoes Collection**

The Clerk reported that he had been contacted today by the Alfred Gillett Trust in Street, who wished to reassure councillors that the K-Shoe Collection was being professionally curated towards the launch of their new Shoe Museum in 2025. They would be very happy to work with the Council, in due course, to promote the history of shoemaking in Kendal.

The Heritage Officer reported that he had surveyed the remaining stock from the K-Shoe Exhibition, with a view to having it professionally assessed and preserved where necessary. The Committee had agreed to make budget provision for storage, for which he was now collating appropriate costs. There would also be a cost for removing the items from the previous site.

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

#### **MH10/2024    Twinning**

The Committee heard from Cllr Dunlop who is accompanying ten members of the Kendal Rinteln Association and the Mayor to the Altstadt fest this August. Also attending will be 40 members of the Kendal Concert Band (KCB), who will also be performing in nearby Hamelin. The Mayor expressed his satisfaction at the recent visit from Rinteln for Mayor Making, and thanked Cllr Dunlop for her hospitality. It was reported that the KCB had asked whether any financial support might be available to ensure that no one was excluded from the trip because of the expense. It was noted that the Town Council had offered funds to the Kendal Rinteln Association in the past to help with this eventuality. It was suggested that if the KRA were to approach the Town Council again, £500 could be made available from the Twinning budget. The Mayor pointed out that the Twinning association did have funds of its own it could deploy, but perhaps these would need supplementing in this case.

**Resolved:** To make £500 available from the Twinning budget to respond to a request for support from KRA.

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

### **MH11/2024 Newsletter and Publicity**

The Committee was asked to consider which items discussed at the meeting, if any, would be included in a press release and, in addition, items for the next edition of the Council's Newsletter. Issues suggested included the Unity Festival, the Slavery Trail and Mayor's Sunday, as well as the obvious election of a new Mayor.

**Resolved:** To publicise the suggested issues.

The meeting closed at 9pm.

Mayoralty and Heritage Committee - Minute Action Sheet - as at 16 September 2024								
Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
4	27/03/2023	MA48/2022	Twinning	To make arrangements for reports to be submitted to the Council from its twin towns.	CB		Not yet actioned	
8	22/01/2024	MH22/2023	Collection Management	To progress this issue (services of both an art historian, and a valuer) with relevant experts and report back to the committee.	SKU/CB			In progress
9	22/01/2024	MH23/2023	Museum Provision	The Mayor and the Town Clerk to liaise over developing a plan of action for developing a wider project with stakeholders.	CB			In progress
11	25/03/2024	MH32/2023	Reimagining the Wildlife Collection at Kendal Museum	Cllr Russell to keep the Committee informed of the situation so that its role, if any, can be established.	CR			
13	25/03/2024	MH35/2023	K-Shoes Collection	To approach the Gillett Trust to obtain a copy of the catalogue of the Kendal K-Shoe items.	CB		11-Jun-24	Approach made
14	25/03/2024	MH35/2023	K-Shoes Collection	To retain the remaining items from the K-Shoe Heritage Centre in Kendal for appraisal, as outlined within the report and set out above.	SKU/CB		11-Jun-24	measurements being taken and storage being sourced
15	25/03/2024	MH36/2023	Twinning	To take steps to mark the 20 <sup>th</sup> anniversary of the twinning of Kendal with Killarney.	CB		01-Aug-24	Current Cathaoirleach of Killarney Local Committee contacted.
16	17/06/2024	MH8/2024	Museum Provision	To convene a meeting of local, likeminded groups and parties to widen the conversation and explore potential options.	CB			No further action to date.
17	17/06/2024	MH8/2024	Museum Provision	To arrange an early meeting with the new Chief Executive at Lakeland Arts.	CB			Appointment awaited

Detailed Income & Expenditure by Budget Heading 01/08/2024

Month No: 5

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>Mayorality &amp; Arts</u>						
Mayoral Allowance	(5,000)	(5,000)	0		0	
Mayoral Travel	0	(800)	800		800	
Mayor Making	(2,068)	(2,500)	432	(204)	228	
Torchlight	0	(2,000)	2,000		2,000	
Remembrance Sunday	0	(350)	350		350	
Pictures & Others	0	(250)	250		250	
Misc. Mayoral Functions & Exp	(3,019)	(4,000)	981		981	
Mayor's Charit Exp	213	0	213		213	
Twinning	(300)	(1,500)	1,200		1,200	
Exhibitions	0	(1,000)	1,000		1,000	
Museum	0	(2,000)	2,000		2,000	
Grand Totals:- Income	0	0	0			
Expenditure	10,174	19,400	9,226	204	9,022	
<b>Net Income over Expenditure</b>	<u>(10,174)</u>	<u>(19,400)</u>	<u>(9,226)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>(10,174)</u>	<u>(19,400)</u>	<u>(9,226)</u>			

## Kendal Town Council

### Agenda Report

Committee: Mayoralty & Heritage	Meeting Date: 23 <sup>rd</sup> September 2024
From: Heritage Officer	Agenda No: 10
Description: Forthcoming events	

### Background

The way events are managed and run is, of necessity, constantly assessed and evaluated to ensure that they are as inclusive, compliant, safe and cost-effective as possible. Policing changes, and the requirements for trained marshals on road closures has already forced a number of alterations to the way in which Mayor’s Sunday is managed. An additional challenge to future events is presented, from the start of 2025, by the loss of Town Hall rooms to Westmorland and Furness staff, relocating from County Hall. This will leave just the Assembly Room, Georgian Room and the large kitchen available for events. The Bindloss Room is expected to return to public use in due course.

### Proposal

**Remembrance Sunday:** To ensure police coverage of the parade, we are proposing to take it in one direction only, from the War Memorial to the Church. As in the previous year’s parade and this year’s Mayoral parade, the civic salute will be taken from a static inspection in front of the Church, rather than an ‘eyes right’ outside the Town Hall. This allows the Police to manage the parade under their existing powers, which means an outside contractor is not required.

As an additional assistance to our returning service personnel, the Council could offer dinner for any veteran (subject to verification) in the adjacent Ring o’ Bells. The landlord has offered to do this at the reduced cost to the Council of £9.95 per head (a saving of £2). It’s not clear what the take-up of this offer might be, but we could cap it on a first come, first served basis at 25.

**Mayor making 2025:** the ceremony can take place in the Assembly Room as usual but the reception can’t be held in the usual way in the Town Hall, as there is insufficient capacity in other rooms. The Reception could be held within the Assembly Room, but this would mean laying out the buffet before the Ceremony takes place, and would significantly reduce the capacity of the event. An alternative is to hold the formal reception at another nearby venue. These are limited, but inquiries have been made so far for the use of the South Lakeland House atrium, the Venue and the Parish Rooms. There are very few other venues nearby with a large enough capacity.