

Kendal Town Council

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



23 June 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, 30 June 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. 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 8)

To receive the minutes of the meeting held on 16 June 2025 and to authorise the Chair to sign them as a true record (see attached).

5. Minute Action Sheet (pages 9 to 10)

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 (page 11)

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/>

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Minutes of a meeting of the Planning Committee held on Monday, 16 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	Apologies
Cllr A Finch	Apologies		

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

P10/2025 Apologies

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

P11/2025 Declarations of Interest

The Chair, Cllr Rathbone, declared an interest in Agenda Item No.10 (Planning Applications), No.5, 2025/1051/PAPP, Minute No.P19/2025 below, by virtue of the fact that he was a Member of the Lake District National Park Authority, the applicant. He would leave the Council Chamber during the discussion and voting on the application.

P12/2025 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

P13/2025 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Planning Committee held on 2 June 2025 and to authorise the Chair to sign them as a true record.

P14/2025 Minute Action Sheet

The Town Clerk referred to Item Ref. No.44, advising that a date for a future meeting of the Local Plan Action Group would be discussed under Agenda Item No.8 (Kendal Town Council Local Plan Action Group).

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

P15/2025 Planning Process and Issues

There was currently nothing to report under this standing item.

P16/2025 Kendal Town Council Flood Relief Scheme Working Group

Cllr Cornthwaite, Chair of the Kendal Town Council Flood Relief Scheme Working Group, reported that a hastily convened meeting of the Group had taken place on 10 June due to the need to discuss a number of factors with regard to some of the current situations. First was with regard to Jennings Yard Footbridge Signage which had resulted in the need to rethink one individual character. New Road was now open to pedestrians, however, was still coned off for traffic. Attention was drawn to complaints received around why the wall was higher than the floodgates; this, it was felt, was a matter for the Environment Agency to answer.

The Town Clerk took the opportunity to inform the Committee about recent correspondence in relation to the Town Council's contribution to the glass wall. The original written agreement had been for the Town Council to pay its contribution to South Lakeland District Council and for that Council to make the joint payment to the Environment Agency. He explained that he had now been asked by Westmorland and Furness Council to make the Town Council's payment direct to the Environment Agency. He was, however, reluctant to do this without a formal change of arrangements and so had made a request to Westmorland and Furness Council for formal notification prior to moving forward.

The Town Clerk undertook to include the notes of the meeting of the Group held on 10 June on the agenda for the next meeting of the Committee. The next meeting was scheduled to take place on 9 July.

Resolved: To note the verbal update.

P17/2025 Kendal Town Council Local Plan Action Group

The Town Clerk circulated copies of a map of the Kendal area indicating the results of the Call for Sites. He sought Members' availability for a meeting to discuss the content.

It was stressed that the sites indicated on the map had yet to be considered and consulted on, and that some may be removed during this process. Attention was again drawn to the large amount of housing land held in Kendal by Westmorland and Furness Council which it called "non-statutory allotment land" and the need to address this issue.

Resolved: Arrangements to be made to hold a meeting of the Kendal Town Council Local Plan Action Group at 5.30 p.m. on Monday, 23 June 2025, in the Atrium at South Lakeland House Business Hub.

Resolved: To note the verbal update.

P18/2025 Shop Front Design Toolkit

The Committee considered proposing an update to the Shop Front Design Toolkit originally approved as Supplementary Planning Guidance by the former South Lakeland District Council on 18 May 2004, a copy of which was attached to the agenda. Westmorland and Furness had indicated a willingness to take this matter on board.

Members welcomed the proposal. The need for involvement from Kendal Futures and Kendal BID was raised.

Resolved: To ask Westmorland and Furness to update the current Shop Front Design Toolkit.

P19/2025 Planning Applications

Note - The Chair, Cllr Rathbone, declared an interest in Planning Applications No.5, 2025/1051/PAPP, by virtue of the fact that he was a Member of the Lake District National Park Authority, the applicant. He left the Council Chamber during the discussion and voting on the application,

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 7.18 p.m.

Kendal Town Council
 Responses from Planning Committee: 16 June 2025
Appendix 1

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
1	2025/1043/HOU	11 Hayfell Avenue Kendal LA9 7JH Proposed rear extension and driveway alterations	Heron Hill	23 June	No Material Objection provided that Biodiversity Net Gain is made as suggested, and appropriately conditioned. In addition, the Lead Flood Authority must be satisfied with regard to potential surface water run off caused by the reduction in the green area on the driveway.
2	2025/0905/HOU	14 Oxenholme Road Kendal LA9 7NJ Rear two-storey extension	Oxenholme	23 June	No Material Objection subject to Biodiversity Net Gain being shown.
3	2025/0856/FPA	15 Kirkland Kendal LA9 5AF Change of use of redundant ground floor cafe (Use Class E) to a two bedroom apartment with parking and external space (Use Class C3) to include the removal of glazed screen and door to the front (west) elevation, alteration to the rear elevation to remove the door and change into a window	Kirkland	24 June	No Material Objection

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
4	2025/0983/HOU	68 Lingmoor Rise Kendal LA9 7NU Replacement of three flat roof garages with two pitched roof garages (Resubmission of 2025/0239/HOU)	Heron Hill	24 June	No Material Objection
5	2025/1051/PAPP	Wayfaring House Murley Moss Business Park Oxenholme Road Kendal LA9 7RL Prior Notification under schedule 2, Part 14, Class OA, for the installation of 90 kWp solar canopies for renewable energy generation and consumption at the business park	Oxenholme	25 June	Note - The Chair, Cllr Rathbone, declared an interest in this application by virtue of the fact that he was a Member of the Lake District National Park Authority, the applicant. He left the Council Chamber during the discussion and voting on the application. No Material Objection
6	2025/0902/FPA	109 Burneside Road Kendal LA9 6DZ Erection of a new holiday let and conversion of existing building to create a second holiday let (Retrospective). (Further information)	Strickland	20 June	Material Objection due to sufficient flooding information not having been received and as a result of the Environment Agency recommending refusal. In addition, the Committee would draw officers' attention to neighbour comments and potential civil matters arising from these.

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
7	2025/0903/LBC	<p>109 Burnside Road Kendal LA9 6DZ</p> <p>Erection of a new holiday let and conversion of existing building to create a second holiday let (Retrospective). (Further information)</p>	Strickland	20 June	<p>Material Objection due to sufficient flooding information not having been received and as a result of the Environment Agency recommending refusal. In addition, the Committee would draw officers' attention to neighbour comments and potential civil matters arising from these.</p>

Item No.5

Planning Committee - Minute Action Sheet - as at 23 June 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
57	16/06/2025	P17/2025	Kendal Town Council Local Plan Action Group	Arrangements to be made to hold a meeting of the Kendal Town Council Local Plan Action Group at 5.30 p.m. on Monday, 23 June 2025.	CB		17-Jun-25	Venue will be Mayor's Parlour

Ref. No.	Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible (CB unless stated)	Deadline, if any	Date Action Commenced	Comments
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	Request sent to Planning Policy and AD for Development.

Kendal Town Council
 Applications for Planning Committee: 30 June 2025
Appendix 1

Item No.9

No.	App No./Type	Address/Proposed Development	Parish Ward	Comments to W&F	Observations/Recommendations
1	2025/0399/FPA	Caravan Site Spital Farm Appleby Road Kendal LA9 6PJ 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	
2	2025/1108/HOU	4 Undercliff Road Kendal LA9 4PS Proposed workshop and covered external store to replace existing outbuilding	Fell	9 July	
3	2025/0930/HOU	69 Serpentine Road Kendal LA9 4PD Replacement of 4 windows	Fell	9 July	