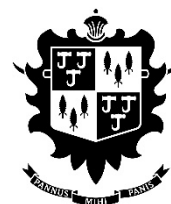


Kendal Town Council

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



28 April 2026

Dear Councillor

You are summoned to attend a meeting of the Council commencing at **7.30pm** on **Tuesday, 5 May 2026**, for the purpose of transacting the business specified in the following agenda. The meeting will be held in the Council Chamber at the Town Hall, Highgate, Kendal.

Members of the Press and Public are also welcome to attend the meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C Bagshaw', with a long horizontal flourish extending to the right.

Chris Bagshaw
Town Clerk

AGENDA

Roll Call

The Clerk will take a roll call of council members present.

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:

https://www.kendaltowncouncil.gov.uk/wp-content/uploads/2026/03/KTC_Guidance-on-Public-Participation-and-Recording-Meetings.pdf, or by contacting the Town Clerk on 01539 885430.

1. Mayor and Deputy Mayor 2026

To elect a Mayor and Deputy Mayor for the coming municipal year. Also to resolve that the new Mayor and Deputy Mayor will take office immediately, having agreed to sign their declarations of acceptance of office at the Mayor Making Ceremony on Thursday, 21 May 2026, in accordance with the Local Government Act, 1972 s83(4)(c).

2. 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 Local Government Act 1972, s85.

3. Declarations of Interest

To receive declarations by Members of interests in respect of items on this Agenda

In accordance with the revised Code of Conduct, Members are required to declare any Disclosable Pecuniary Interests (DPIs) or Other Registrable interests (ORIs) which have not already been declared in the Council's Register of Interests. Members are reminded that it is a criminal offence not to declare a DPI, either in the Register or at the meeting. In the interests of clarity and transparency, Members may wish to declare any DPI which they have already declared in the Register, as well as any ORI.

4. 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 the public should be excluded.

5. Minutes of Last Council Meeting (pages 5 to 12)

To receive the minutes of the meeting of the Council held on 7 April 2026 and to authorise the Chair to sign them as a true record (see attached).

6. Review of the Terms of Reference for Committees (pages 13 to 19)

To review the Terms of Reference for the Council's Committees and make any amendments (see attached).

7. Chairs and Vice-Chairs of Committees

To receive nominations for and resolve the Chairs and Vice Chairs of the following Committees of the Council (nominations may be taken from the floor):

- (a) Allotments
- (b) Audit
- (c) Culture and Communities
- (d) Environment

- (e) Kendal in Bloom
- (f) Management
- (g) Mayoralty and Heritage (by convention, the Mayor is the Chair of the Mayoralty and Heritage Committee, and the Deputy Mayor Vice Chair).
- (h) Planning

8. Membership of Committees

To receive nominations for and resolve the membership of the following committees (nominations may be taken from the floor):

- (a) Allotments (4 ordinary members to be appointed)
Committee of 9 including Chair and Vice Chair of Committee, of which 3 are co-opted reps from Allotment sites.
- (b) Audit (7 ordinary members to be appointed)
Committee of 9, including Chair and Vice Chair of Committee
- (c) Culture and Communities (7 ordinary members to be appointed)
Committee of 9, including Chair and Vice Chair of Committee
- (d) Environment (7 ordinary members to be appointed)
Committee of 9 including Chair and Vice Chair of Committee
- (e) Kendal in Bloom (3 ordinary members to be appointed)
Committee of 10, including Chair and Vice Chair of Committee, of whom 5 are co-opted members from local interest groups
- (f) Management
Committee of 10 includes the Chairs of the other Committees, plus three additional Members, of which one is the Chair of the Committee, one is the Vice Chair and one is the Rep to Kendal Futures
- (g) Mayoralty and Heritage (7 ordinary members to be appointed)
Committee of 9, including Chair and Vice Chair, who may be Mayor and Deputy Mayor
- (h) Planning (7 ordinary members to be appointed)
Committee of 9, including Chair and Vice Chair of Committee

9. Review of Policies not otherwise covered by agenda (pages 20 to 21)

To consider a report on policies not otherwise covered as agenda items in the Annual Meeting.

10. S137 Payments (pages 22 to 23)

To note the Council's expenditure under s137 of the Local Government Act 1972.

11. Schedule of Meetings for 2026-2027 (pages 24 to 26)

To confirm the schedule of meetings for the coming municipal year.

12. Review of Subscriptions to Other Bodies (pages 27 to 28)

To review the Council's subscriptions to Other Bodies (see attached).

13. Representation on Outside Bodies (pages 29 to 32)

To review the Town Council's representation at meetings with Outside Bodies and the arrangements for reporting back to the Council (see attached).

14. Reports from Representatives on Outside Bodies

To receive a report from the Council representative on the following outside organisation:

This is a standing agenda item and no specific reports have been received prior to this meeting.

15. Minutes from Committees (pages 33 to 48)

To receive the draft minutes from the following Committees (may be received en bloc):

- (a) Allotments Committee meeting on 20 April 2026 (if available)
- (c) Kendal in Bloom Committee meeting on 21 April 2026 (if available)
- (d) Planning Committee meetings held on 7 April and 20 April 2026

Kendal Town Council

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



Minutes of a meeting of Kendal Town Council held in the Council Chamber at the Town Hall, Highgate, Kendal, on Monday, 7 April 2026, at 7.30 p.m.

| | | | |
|-------------|-----------|---------------|-----------|
| G Archibald | Present | A Blackman | Present |
| S Blunden | Apologies | J Brook | Present |
| D Brown | Present | J Cornthwaite | Present |
| S Coleman | Apologies | L Edwards | Present |
| J Dunlop | Present | D Evans | Absent |
| R Edwards | Present | A Finch | Apologies |
| S Falshaw | Present | E Hennessy | Present |
| L Hendry | Absent | S Long | Present |
| H Ladhams | Present | C Russell | Present |
| T Martland | Present | K Simpson | Present |
| D Rathbone | Present | R Sutton | Present |
| M Severn | Absent | G Tirvengadam | Apologies |
| G Supka | Apologies | | |
| P Thornton | Absent | | |

In attendance: Natalia Williams (Deputy Town Clerk), Tom Rumsey (Community Resilience Officer), Judith Lomax (Deputy Town Clerk – Maternity Cover).

Sardhar Aftab Khan, Senior Emergency Planner at Westmorland and Furness Council

Candidates for the co-option election for Heron Hill Ward and Kirkland Ward.

Public Participation

There was no public participation.

74/2025 Apologies

Resolved: To receive and accept apologies for absence from Cllrs Blunden, Finch, Supka, Tirvengadam

75/2025 Declarations of Interest

No declarations of interest were raised under this item.

76/2025 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

Resolved: Prior to consideration, to vote on moving into Part Two for consideration of Agenda Items Nos. 8 (Co-option of Members for Kirkland and Heron Hill Wards) and 13 (Wainwright Award 2025-26).

77/2025 Minutes of Last Council Meeting

It was noted that Councillor Hendry submitted apologies for the meeting.

Resolved: To receive the minutes of the Annual Meeting of the Council held on 2 February 2025 and to authorise the Chair to sign them as a true record.

78/2025 Minute Action Sheet

Councillors were presented with the minute action sheet.

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

79/2025 Mayor's Communications and Announcements

The Mayor presented a report on recent activities and engagements. Several events were highlighted, including the Kirkland volunteers planting event at Dowker's Lane, Kendal College Career Fair, a Creative Arts event hosted by the Allan Institute, the Chinese Film Festival and the Women's Institute AGM promotion of British Wool.

The Mayor also highlighted the upcoming Charity Afternoon Tea, which would be taking a different format to previous years but was to raise money for his chosen charities. The event will be taking place on Saturday 18th April and Councillors and public were encouraged to attend.

It was also highlighted that the Mayor had continued to pursue his theme of volunteering and that throughout the year, he had been impressed by the kindness and support from community. The volunteer projects had been an eye opener and worthy of admiration. He expressed thanks to Councillor Ladhams for her work as Deputy Mayor and the Officer team for their continued work.

There was a query raised regarding a visit to Outside-In and a request for an update following their presentation to Full Council last year. The Deputy Mayor responded to say that Outside-In remained an important local resource and play centre and that they had recently recruited more trustees and were working on developing a 5-year plan. It was suggested that Outside In attend a future meeting to provide a further update.

Resolved: To receive the report.

80/2025 United Nations Resilient Cities Network

The Council received a report and presentation from Sardhar Aftab Khan, Senior Emergency Planner, Westmorland and Furness Council, on Kendal's involvement in the UN Resilient Cities Network and their programme of Making Cities Resilient 2030.

It was highlighted that Mr Kahn was working in partnership with Kendal Town Council's Community Resilience Officer.

There were several queries raised:

- Further clarification of the '10 essentials' was requested. These were clarified by the Community Resilience Officer and Councillors were asked to refer to the agenda pack for further details.
- The scope of 'resilience' was queried, and it was confirmed that resilience covers our responses to all kinds of scenarios, including natural disasters, terrorism etc.

It was confirmed that a workshop would be held on Tuesday 19 May regarding the 'Making Cities Resilient' programme and that Councillors would receive an invitation via email.

The Council thanked the Community Resilience Officer for the all the work that had been done to date.

Resolved: To receive the report.

81/2025 Co-option of Members for Kirkland and Heron Hill Wards

The Council heard representations from each of the candidates in consideration of the co-option of members for the Kirkland and Heron Hill Wards:

Heron Hill

- a) Benjamin Stephen Bisby
- b) Jack Wren

Kirkland

- a) Sam Perruzza
- b) Kathleen Mary Teasdale
- c) Peter Colin Nicolson

During this item, the meeting was temporarily suspended in accordance with Standing Order 2c due to disorderly conduct. The meeting was resumed after 15 minutes.

Members voted to exclude the Press and Public for the item of business due to the confidential nature of the discussion and vote.

During this, the meeting was temporarily suspended in accordance with Standing Order 10 a, xiv) for members to consult with each other over a matter of policy. The meeting was resumed after 10 minutes.

The Council voted on the candidates.

Resolved: To elect Benjamin Stephen Bisby to the position of Councillor for Heron Hill Ward.

Resolved: To elect Kathleen Mary Teasdale to the position of Councillor for Kirkland Ward.

Both new Councillors were then asked to complete their Declarations of Acceptance of Office, and then joined the meeting as fully participating members.

82/2025 Draft Schedule of Meetings

The Council were presented with a draft schedule of meetings for the forthcoming municipal year. The schedule of meetings is formally adopted at the Council's Annual Meeting in May.

Town Meeting

| | | | |
|--|---------------|--------|--------|
| | 13 April 2026 | Monday | 6.15pm |
| | 12 April 2027 | Monday | 6.15pm |

Council

| | | | |
|----|-----------------|----------|----------------|
| 1 | 5 May 2026 | Monday | Annual Meeting |
| 1a | 21 May 2026 | Thursday | Mayor Making |
| 2 | 1 June 2026 | Monday | AGAR |
| 3 | 27 July 2026 | Monday | |
| 4 | 5 October 2026 | Monday | |
| 5 | 7 December 2026 | Monday | Budget |
| 6 | 1 February 2027 | Monday | Precept |
| 7 | 5 April 2027 | Monday | |
| 1 | 10 May 2027 | Monday | Annual Meeting |
| 1a | 20 May 2027 | Thursday | Mayor Making |
| 2 | 7 June 2027 | Monday | AGAR |

Management

| | | | |
|----|-------------------|--------|----------|
| 12 | 6 July 2026 | Monday | |
| 2 | 14 September 2026 | Monday | |
| 3 | 9 November 2026 | Monday | Budget 1 |
| 4 | 4 January 2027 | Monday | Budget 2 |
| 5 | 1 March 2027 | Monday | |
| 1 | 24 May 2027 | Monday | |
| 2 | 5 July 2027 | Monday | |

Audit

| | | | |
|---|--------------|---------|------|
| 1 | 23 June 2026 | Tuesday | AGAR |
|---|--------------|---------|------|

| | | | |
|---|-----------------|--------|-------------------------|
| 2 | 20 July 2026 | Monday | 1 st quarter |
| 3 | 19 October 2026 | Monday | 2 nd quarter |
| 4 | 18 January 2027 | Monday | 3 rd quarter |
| 5 | 26 April 2027 | Monday | Year end |

Environment

| | | | |
|---|------------------|--------|--------|
| 1 | 11 May 2026 | Monday | |
| 2 | 13 July 2026 | Monday | |
| 3 | 7 September 2026 | Monday | |
| 4 | 2 November 2026 | Monday | Budget |
| 5 | 11 January 2027 | Monday | |
| 6 | 8 March 2027 | Monday | |
| 1 | 17 May 2027 | Monday | |

Culture and Communities

| | | | |
|---|-------------------|--------|--------|
| 1 | 8 June 2026 | Monday | |
| 2 | 21 September 2026 | Monday | |
| 3 | 16 November 2026 | Monday | Budget |
| 4 | 25 January 2027 | Monday | |
| 5 | 15 March 2027 | Monday | |
| 1 | 14 June 2027 | Monday | |

Allotments

| | | | |
|---|------------------|--------|--------|
| 1 | 22 June 2026 | Monday | |
| 2 | 12 October 2026 | Monday | Budget |
| 3 | 22 February 2027 | Monday | |
| 4 | 12 April 2027 | Monday | |

Kendal in Bloom

| | | | |
|---|-----------------|---------|--------|
| 1 | 21 July 2026 | Tuesday | |
| 2 | 20 October 2026 | Tuesday | Budget |

| | | | |
|---|-----------------|---------|--|
| 3 | 19 January 2027 | Tuesday | |
| 4 | 20 April 2027 | Tuesday | |

Mayoralty and Heritage

| | | | |
|---|-------------------|--------|--------|
| 1 | 15 June 2026 | Monday | |
| 2 | 28 September 2026 | Monday | Budget |
| 3 | 14 December 2026 | Monday | |
| 4 | 22 March 2027 | Monday | |
| 1 | 21 June 2027 | Monday | |

Planning

| | | | |
|----|-------------------|---------|--------|
| 24 | 5 May 2026 | Tuesday | |
| 1 | 18 May 2026 | Tuesday | |
| 2 | 1 June 2026 | Monday | |
| 3 | 15 June 2026 | Monday | |
| 4 | 29 June 2026 | Monday | |
| 5 | 13 July 2026 | Monday | |
| 6 | 27 July 2026 | Monday | |
| 7 | 17 August 2026 | Monday | |
| 8 | 7 September 2026 | Monday | |
| 9 | 21 September 2026 | Monday | |
| 10 | 5 October 2026 | Monday | |
| 11 | 19 October 2026 | Monday | |
| 12 | 2 November 2026 | Monday | Budget |
| 13 | 16 November 2026 | Monday | |
| 14 | 7 December 2026 | Monday | |
| 15 | 21 December 2026 | Monday | |
| 16 | 4 January 2026 | Monday | |
| 17 | 18 January 2027 | Monday | |
| 18 | 1 February 2027 | Monday | |
| 19 | 15 February 2027 | Monday | |

| | | | |
|----|---------------|---------|--|
| 20 | 1 March 2027 | Monday | |
| 21 | 15 March 2027 | Monday | |
| 22 | 5 April 2027 | Monday | |
| 23 | 19 April 2027 | Monday | |
| 24 | 4 May 2027 | Tuesday | |
| 1 | 17 May 2027 | Monday | |
| 2 | 7 June 2027 | Monday | |
| 3 | 21 June 2027 | Monday | |

Resolved: To note the draft schedule of minutes.

83/2025 Reports from Reps to Outside Bodies

There were no reports from representatives to outside bodies at this meeting.

84/2025 Reports and Minutes from Committees

The Council was presented with minutes from recent meetings of the Council's standing committees, details of which are provided below. Committee chairs were further provided an opportunity to provide a brief account of their committee's recent activities.

- (a) Councillor Russell presented the minutes of the Audit Committee on 19 January 2026 (draft).
- (b) Councillor Archibald presented the minutes of the Allotments Committee on 23rd February 2026 (draft).
- (c) Councillor Ladhams presented the minutes of the Culture and Communities Committee on 16th March 2026 (draft).
- (d) Councillor Hennessey presented the minutes of the Environment Committee on 9th March (draft) and highlighted the following:
 - a. Additional funding had been agreed for the Explore Kendal Signage project.
 - b. The water refill station project had been temporarily paused but it would be revisited and the funding retained.
 - c. The 20-mph implementation was continuing through Westmorland and Furness Council.
 - d. There was a query regarding the Tow Trail path and area at Parkside road and confirmed that further consideration was needed for this area and that activity was being led by the Canal and Rivers Trust.
 - e. There was a query regarding new bus shelters and how these could be requested by Councillors. Councillors were encouraged to send any requests to the Environment Committee chair and officers, who would explore potential funding options and priorities. It was also noted that there may be funding available from Westmorland and Furness Council to assist.

It was raised the amendments had been requested to the minutes of the Environment

Committee meeting, regarding the remaining funding at the end of the budget year and the devolved responsibility of the Chair and Vice Chair to allocate this funding in accordance with financial regulations. This had been requested to the Clerk via email and would be updated in the draft minutes.

- (e) Councillor Blackman presented the minutes of the Kendal in Bloom Committee on 24th February 2026 (draft).
- (f) Councillor Dunlop presented the minutes of the Management Committee on 2nd March (draft). A query was raised in relation to the Community Governance Review and whether there was any further progress regarding the request to extend the parish boundaries. It was confirmed that there was no change since the report.
- (g) Councillor Sutton presented the minutes from the Mayoralty and Heritage Committee on 23rd March (draft) and highlighted the following:
 - a. The support for the Quaker Tapestry Museum and hopes to keep it open on a limited basis.
 - b. A working group established to consider the Kendal Museum
 - c. The continued work of the Rinteln Association and the upcoming quiz night on 19th April. Councillor Cornthwaite's recent visit to Rinteln's other twin town in Poland was also referenced.
- (h) Councillor Rathbone presented the minutes of the Planning Committee on 2nd February, 16 February, 2nd March and 16th March (draft).

Resolved: To receive and accept the minutes, with amendments to the Environment Committee minutes as stipulated to the Town Clerk via email.

85/2025 Schedules of Payments

The Council was presented with the schedule of payments for January and February 2026.

Resolved: To receive the schedule of payments for January and February 2026.

Part Two - Members voted to exclude the Press and Public for the following items of business due to the confidential nature of the discussion.

86/2025 Wainwright Award

The Council considered and voted on nominations for the Wainwright Award 2025 – 2026.

Resolved: To award the Wainwright Award at the Mayor Making event in May, according to the majority vote.

The meeting closed at 9.30pm.

Kendal Town Council

Agenda Report

| | |
|---|--------------------------|
| Committee: Full Council | Meeting Date: 5 May 2026 |
| From: Town Clerk | Agenda No: 6 |
| Description: Committee Terms of Reference | |

Background

The Council adopted new Terms of Reference for its Committees, with effect from 1 October 2023. The Annual Meeting of the Council affords an opportunity to review these and to make any necessary changes, prior to appointing members.

Committee Terms of Reference

The Mayor of Kendal

The Mayor is the First Citizen of Kendal. They are elected from the membership of the Council every year in May. Traditionally the Mayoralty changes every year, but there is nothing preventing a Mayor from serving more than one term. The Mayor is the Chairman of the Council, as defined by the Local Government Act 1972.

The Deputy Mayor's role is to stand in when the Mayor is unavailable. When standing in, the Deputy Mayor has all the powers of the Mayor. Should a vote on any resolution be tied, the Mayor (or Deputy) has a second vote to resolve the matter.

The Council

Kendal Town Council has 28 members serving 10 wards. Meetings of the Full Council are chaired by the Mayor of Kendal, or by the Deputy Mayor in their absence. If neither the Mayor nor the Deputy Mayor are present at a meeting, then the first order of business must be to select a chair from the assembled councillors. The Council's meetings are ruled by its Standing Orders, periodically reviewed and adopted by the Council. The Council is working to implement the Kendal Town Council Plan and the recommendations of the Kendal Citizens' Jury on Climate Change.

The Council:

Elects the Mayor and Deputy Mayor

Approves the budget and precept

Approves the Council's Standing Orders, Financial Regulations, Code of Conduct and other such functions as are reserved to meetings of the full Council by law.

Approves expenditure beyond the limit expressed in the Financial Regulations

Exercising its powers under s101 of the Local Government Act 1972, the Council delegates most of its operations to Committees.

All Committees may appoint sub-committees and working groups, with such membership as they see fit (including co-option of non-councillors), to more effectively deliver any of the functions delegated to them by the Council. Such sub-committees and working groups may be delegated powers otherwise held by the parent Committee, but may not exceed them, and must report their actions to their parent committee, to whom they are accountable.

The **quorum** of the Council and any committee is one third or three, whichever is greater. Where a committee has a co-opted membership drawn from outside the Council, the quorum refers to the Councillor members of the Committee.

The Town Clerk and the Kendal Town Council Staff Team provide a public record of the Council's work and help implement decisions made by each of the Council's Committees.

The Town Council as a corporate body is the sole Trustee of the Allen Technical Institute and Museum. Although the Council may be advised by Committees on matters affecting these buildings, decisions requiring the Sole Trustee must be made at meetings of the Trustee body itself, which will usually be convened as required on the rising of the Full Council.

Committees

The Council's Committees are as appointed as follows:

- Allotments Committee
- Audit Committee
- Culture and Communities Committee
- Environment Committee
- Kendal in Bloom Committee
- Mayoralty and Heritage Committee
- Planning Committee
- Management Committee

Allotments Committee

Consists of 6 members of the Council and 3 co-opted representatives from the allotment tenants. Co-opted members may vote on any decision except those involving expenditure.

To manage the Town Council's duties under the Allotments Acts.

To manage the Town Council's allotment estate.

To liaise with allotment tenants, oversee the Council's tenancy agreements and act as a final arbiter in any dispute.

To manage the allotments budget, including the setting of appropriate charges and the deployment of any reserves.

To encourage biodiversity across the allotments.

To secure new plots and ensure a more even spread of allotments across the town.

Audit Committee

Consists of 9 members.

To develop and maintain the Council's financial controls, including reviewing the Council's Financial Regulations.

To maintain the Council's compliance in all aspects of regulation, governance and statute and to make any necessary recommendations for policy where this affects the operation of other committees and the council.

To develop and maintain the appropriate management of the Council's Schedule of Assets.

To oversee the proper maintenance of Risk Management and other policies, including safe and healthy working practices and the review of the effectiveness of the Council's internal controls.

To appoint Internal Auditors and review their effectiveness.

To receive the budget control statements and monitor the financial performance of each committee.

Culture and Communities Committee

Consists of 9 members.

To work and collaborate with others to develop a thriving town for our communities.

To manage and develop the Council's grants programmes for festivals and the community.

To develop the Council's relationship with cultural and community organisations, including maintaining appropriate funding schemes.

To oversee the Council's tourism promotion initiatives such as Visit Kendal.

To develop the Council's support for Third sector and voluntary activities.

To develop the promotion of sport, the arts and other areas of community life.

To develop policies and projects which will promote the economic wellbeing and social cohesion of the town, including those that promote resilience and planning for emergencies.

To manage the town's Christmas lights display and work with partners to deliver a 'switch-on' event.

The Committee is delegated by the Council, acting as Sole Trustee, to manage the Schools of Science and Art (Sale Proceeds) Charity. To exercise this delegation, it must convene as a separate meeting and abide by Charity Law.

Environment Committee

Consists of 9 members

To coordinate and manage the Council's response to the Climate Emergency in line with stated commitments to net zero by 2030.

To lead on and address the recommendations of the Citizens' Jury.

To develop and manage the Council's green spaces.

To develop and deliver with partners, active travel concepts.

To develop and manage policies which increase biodiversity.

To develop, manage and oversee council policies which increase and protect biodiversity.

To support initiatives relating to improved air and water quality

To develop and deliver with partners, active travel concepts to include footpaths and dedicated cycle routes.

To develop, manage and maintain physical ('street scene') assets in the town in conjunction with relevant partners.

To oversee the implementation of 20mph speed limits within the town.

To work with partners to identify further potential traffic management projects.

To introduce and support initiatives to reduce waste (in particular single-use plastics), encourage residents to recycle, repair and re-use.

Kendal in Bloom Committee

Consists of 5 Council members and 5 co-optees. Co-opted members may vote on any decision except those involving expenditure.

To coordinate and manage the floral displays across the town.

To coordinate and manage other schemes which make the town a more attractive place to live, work and visit.

To coordinate and manage the town's entry into In Bloom events.

To liaise with other stakeholders over issues like sustainable gardening, biodiversity and conservation.

To encourage biodiversity, native planting and mitigation of the impact of climate change.

Mayoralty and Heritage Committee

Consists of 9 members

To advise and oversee the Mayor of Kendal's role and their programme of events and functions.

To maintain and develop the Council's historic collection.

To oversee the management of the Mayor's Parlour and picture store.

To develop and maintain public access to the Collection and Parlour.

To oversee the Council's role in Civic life, including managing permissions for use of the town crest.

To develop policies and actions which will promote the heritage of the town, including through liaison with Kendal Museum and other dynamic links with partner organisations as the committee see as appropriate.

To maintain and promote the town's Twinning relationships with Rinteln and Killarney, including through close liaison with the Kendal Rinteln Association and any other body which supports the aims of Town Twinning.

Planning Committee

Consists of 9 members

To respond on behalf of the Council as Consultee to planning applications.

To respond on behalf of the Council to consultations on matters relating to Planning.

To develop policies on Planning matters.

To appoint and oversee a Flood Relief Scheme Working Group, with such terms of reference as it sees fit.

To manage the Council's budget relating to the Flood Relief Scheme.

Management Committee

Consists of the Chairs of each Committee above (including the Mayor as Chair of the Council), plus a Chair and Vice Chair. Committee vice-chairs may deputise on occasions when the Chair is unable to attend. May co-opt such other members as it sees fit up to a maximum of two further councillors.

To oversee the strategic roles and decision making of the Council.

To guide the Council in the formulation of its objectives.

To develop policies and direct the Council's Plan.

To maintain oversight of the Council's activities and budgets, including the deployment of CIL funding and the recommendation of an annual budget and medium term financial plan to Council for adoption. The annual budget may require the ad hoc appointment of a Budget Working Group, as the Committee feels necessary.

To oversee effective relationships with Westmorland and Furness Council, Kendal Futures and Kendal BID.

To resolve issues of a cross-cutting nature between Committees.

To fulfil such other tasks as the Council may from time-to-time delegate to ensure the effective governance and operation of the Council.

To appoint an Employment Sub-Committee.

Standing Sub-Committees and Working Groups

The council standing sub-committees are:

- Employment Sub-Committee (reports to Management Committee)
- Flood Relief Scheme Working Group (reports to Planning Committee)

Employment Sub-Committee

Consists of three members, with the Town Clerk in attendance.

To coordinate the staffing arrangements of the council in conjunction with the Clerk.

To manage the Council's duties as an employer.

To line manage the Clerk and to oversee staff welfare, appraisal and wellbeing.

To make recommendations on pay and performance in conjunction with the Clerk.

Flood Relief Scheme Working Group

Consists of such members as required, including such Environment Agency staff and members of other Councils or the public as the Group considers necessary.

To consider the Planning and other aspects of the Kendal Flood Relief Scheme as they affect the council and the communities of Kendal.

To represent the Council's interests in liaison meetings with the EA and its suppliers.

To make recommendations to the Council and its Committees on matters relating to the Flood Relief Scheme.

Work with other Organisations

The Council will appoint to other organisations who are seen as partners is achieving its aims and objectives and to help implement the Kendal Town Council Plan.

Kendal Town Council

Agenda Report

| | |
|--|--------------------------|
| Committee: Full Council | Meeting Date: 5 May 2026 |
| From: Town Clerk | Agenda No: 9 |
| Description: Annual Meeting Review of Policies | |

Background

Standing Order 5j) specifies that a number of items be reviewed by the Council at its annual meeting, following the election of the Mayor and Deputy Mayor.

Many of these items are covered by Agenda items in their own right, however there are small number which are covered in this report.

Review of Standing Orders and Financial Regulations

The Council resolved to adopt NALC model versions of the Standing Orders and Financial Regulations. New Model Standing Orders and Financial Regulations were published in March 2025 and adopted by the Council in July and October 2025, respectively.

There have been no further changes published since that date, so no further changes are proposed at this time.

Insurance

The Town Council is insured by Zurich Municipal, currently midway through a three-year agreement. The cover is for 'all risks', meaning that the Council does not have to specify every single activity it carries out to establish that it is covered. The cover includes necessary employers' and other liabilities, and is considered to be sufficient by the Council's Internal Auditor. The Policy will be reviewed by the Audit Committee in the Autumn, ahead of renewal in March 2027.

Complaints

The Council adopted a Complaints Policy at its meeting in July 2025. The policy is scheduled for review in July 2026 (ie annually).

Inventory of Land and Other Assets

This area of work is delegated to the Audit Committee, who will consider the matter at its meeting in July 2026.

Employment Policies and Procedures

This area of work is delegated to the Employment Sub-Committee, reporting to the Management Committee.

Freedom of Information and Data Protection Policies

The Council reviewed its IT Policies and Data Protection Policies in February 2026. Freedom of Information policies were updated in March 2026, but should be subject to a more detailed review in the coming year.

Press and Media Policies

The Council currently has no formal policy for dealing with the Press and Media. The Management Committee will review this in the coming year.

Recommendation

That the Council notes this briefing and the items delegated for review by its committees in the coming year.

Kendal Town Council

Agenda Report

| | |
|----------------------------|--------------------------|
| Committee: Full Council | Meeting Date: 5 May 2026 |
| From: Town Clerk | Agenda No: 6 |
| Description: S137 Payments | |

Background

The Council is required to keep a track of the payments it makes whilst exercising s137 of the Local Government Act 1972.

S137 is the power to incur expenditure for certain purposes not otherwise authorised. The expenditure must be, in the opinion of the Council, in the interests of and bring benefit to their area, or any part of it, or all or some of its inhabitants.

Expenditure under this power is limited to a per-electoral amount set by the Secretary of State every year. In 2025-26 the amount was £11.10. In 2026-27 this increases to £11.60. With an electorate of 23,352 in 2025, Kendal Town Council would have to incur expenditure of £259,207 in a single year against this power to incur its limiting effect.

All payments by the Council must be in accordance with an existing legal power, and the vast majority are covered by specific powers such as those contained in the various Allotments acts, the Open Spaces Act, 1906, elsewhere in the 1972 Act, or the Local Government (Miscellaneous Provisions) Act, 1976.

2025-26 Expenditure

| | | | |
|------------|-----------------|-----------------------|-------|
| 25/04/2025 | Community Grant | Cancer Care | 2000 |
| 23/06/2025 | Community Grant | Fairoak Housing | 840 |
| 30/06/2025 | Community Grant | Carer Support | 3000 |
| 30/06/2025 | Community Grant | Cumbria Breastfeeding | 750 |
| 19/09/2025 | Community Grant | Manna House | 500 |
| 06/10/2025 | Community Grant | CET Safe Space | 500 |
| 17/11/2025 | Remembrance | Veteran's Lunch | 360 |
| 05/02/2026 | Community Grant | Youth presence | 3000 |
| 18/03/2026 | Support payment | Kendal Museum | 2000 |
| | | | |
| | | Total | 12950 |

Decision Required

The Council is asked to note the s137 expenditure for the Financial Year ending 31 March 2026.

Kendal Town Council

Agenda Report

| | |
|--|--------------------------|
| Committee: Full Council | Meeting Date: 5 May 2026 |
| From: Town Clerk | Agenda No: 6 |
| Description: Schedule of Meetings 2026/27 | |

Background

The Council reviewed the draft schedule of meetings at its last meeting. The following schedule presents the meetings in chronological order. These will appear on the Council's website and a calendar/spreadsheet version will be available in due course.

Decision Required

The Council is asked to accept the Schedule of Meetings.

| Date | Meeting | Number | Day | Comments |
|-----------|-------------------------|--------|----------|-------------------------|
| 05-May-26 | Council | 1 | Monday | Annual Meeting |
| 05-May-26 | Planning | 24 | Tuesday | |
| 11-May-26 | Environment | 1 | Monday | |
| 18-May-26 | Planning | 1 | Tuesday | |
| 21-May-26 | Council | 1a | Thursday | Mayor Making |
| 01-Jun-26 | Council | 2 | Monday | AGAR |
| 01-Jun-26 | Planning | 2 | Monday | |
| 08-Jun-26 | Culture and Communities | 1 | Monday | |
| 15-Jun-26 | Mayoralty and Heritage | 1 | Monday | |
| 15-Jun-26 | Planning | 3 | Monday | |
| 22-Jun-26 | Allotments | 1 | Monday | |
| 23-Jun-26 | Audit | 1 | Tuesday | AGAR |
| 29-Jun-26 | Planning | 4 | Monday | |
| 06-Jul-26 | Management | 12 | Monday | |
| 13-Jul-26 | Environment | 2 | Monday | |
| 13-Jul-26 | Planning | 5 | Monday | |
| 20-Jul-26 | Audit | 2 | Monday | 1 st quarter |
| 21-Jul-26 | Kendal in Bloom | 1 | Tuesday | |
| 27-Jul-26 | Council | 3 | Monday | |

| | | | | |
|-----------|-------------------------|----|---------|-------------------------|
| 27-Jul-26 | Planning | 6 | Monday | |
| 17-Aug-26 | Planning | 7 | Monday | |
| 07-Sep-26 | Environment | 3 | Monday | |
| 07-Sep-26 | Planning | 8 | Monday | |
| 14-Sep-26 | Management | 2 | Monday | |
| 21-Sep-26 | Culture and Communities | 2 | Monday | |
| 21-Sep-26 | Planning | 9 | Monday | |
| 28-Sep-26 | Mayoralty and Heritage | 2 | Monday | Budget |
| 05-Oct-26 | Council | 4 | Monday | |
| 05-Oct-26 | Planning | 10 | Monday | |
| 12-Oct-26 | Allotments | 2 | Monday | Budget |
| 19-Oct-26 | Audit | 3 | Monday | 2 nd quarter |
| 19-Oct-26 | Planning | 11 | Monday | |
| 20-Oct-26 | Kendal in Bloom | 2 | Tuesday | Budget |
| 02-Nov-26 | Environment | 4 | Monday | Budget |
| 02-Nov-26 | Planning | 12 | Monday | Budget |
| 09-Nov-26 | Management | 3 | Monday | Budget 1 |
| 16-Nov-26 | Culture and Communities | 3 | Monday | Budget |
| 16-Nov-26 | Planning | 13 | Monday | |
| 07-Dec-26 | Council | 5 | Monday | Budget |
| 07-Dec-26 | Planning | 14 | Monday | |
| 14-Dec-26 | Mayoralty and Heritage | 3 | Monday | |
| 21-Dec-26 | Planning | 15 | Monday | |
| 04-Jan-27 | Management | 4 | Monday | Budget 2 |
| 11-Jan-27 | Environment | 5 | Monday | |
| 18-Jan-27 | Audit | 4 | Monday | 3 rd quarter |
| 18-Jan-27 | Planning | 17 | Monday | |
| 19-Jan-27 | Kendal in Bloom | 3 | Tuesday | |
| 25-Jan-27 | Culture and Communities | 4 | Monday | |
| 01-Feb-27 | Council | 6 | Monday | Precept |
| 01-Feb-27 | Planning | 18 | Monday | |
| 15-Feb-27 | Planning | 19 | Monday | |
| 22-Feb-27 | Allotments | 3 | Monday | |
| 01-Mar-27 | Management | 5 | Monday | |
| 01-Mar-27 | Planning | 20 | Monday | |
| 08-Mar-27 | Environment | 6 | Monday | |
| 15-Mar-27 | Culture and Communities | 5 | Monday | |
| 15-Mar-27 | Planning | 21 | Monday | |

| | | | | |
|-----------|-------------------------|----|----------|----------------|
| 22-Mar-27 | Mayoralty and Heritage | 4 | Monday | |
| 05-Apr-27 | Council | 7 | Monday | |
| 05-Apr-27 | Planning | 22 | Monday | |
| 12-Apr-27 | Town Meeting | | Monday | 6.15pm |
| 12-Apr-27 | Allotments | 4 | Monday | |
| 19-Apr-27 | Planning | 23 | Monday | |
| 20-Apr-27 | Kendal in Bloom | 4 | Tuesday | |
| 26-Apr-27 | Audit | 5 | Monday | Year end |
| 04-May-27 | Planning | 24 | Tuesday | |
| 10-May-27 | Council | 1 | Monday | Annual Meeting |
| 17-May-27 | Environment | 1 | Monday | |
| 17-May-27 | Planning | 1 | Monday | |
| 20-May-27 | Council | 1a | Thursday | Mayor Making |
| 24-May-27 | Management | 1 | Monday | |
| 07-Jun-27 | Council | 2 | Monday | AGAR |
| 07-Jun-27 | Planning | 2 | Monday | |
| 14-Jun-27 | Culture and Communities | 1 | Monday | |
| 21-Jun-27 | Mayoralty and Heritage | 1 | Monday | |
| 21-Jun-27 | Planning | 3 | Monday | |
| 05-Jul-27 | Management | 2 | Monday | |

Kendal Town Council

Agenda Report

| | |
|--|--------------------------|
| Committee: Full Council | Meeting Date: 5 May 2026 |
| From: Town Clerk | Agenda No: 12 |
| Description: Subscriptions to Outside Bodies | |

Background

The Council currently subscribes to the following bodies.

| Name | 2026-27 Subscription |
|---|-------------------------|
| Cumbria Association of Local Councils (CALC, includes membership of the National Association of Local Councils) | £2744.25 |
| Society of Local Council Clerks (SLCC) | £442.00 |
| National Allotment Society | £70.00 |
| Lakes Line Rail User Group | £13.00 |
| Rural Services Network Market Towns Group | £151.04 |

CALC/NALC

The Council has been a member of CALC since it was founded. The subscription is based on population size, and includes the fees to the National Association, where the Town Council is considered a member of the 'Larger Councils' group and has direct access to NALC's legal advisors.

SLCC

SLCC membership is vested in the Town Clerk, but gives access to a very wide range of advice and training networks across the country, as well as a local support group.

NAS

The National Allotment Society is the primary organisation advising allotment managers and plot holders on the minutiae of allotment management and plot-keeping.

Lakes Line Rail User Group

The LLRUG represents the community's interests in the management and development of the railway line between Oxenholme and Windermere.

Rural Services Network Market Towns Group

The RSN is a representative body for the rural areas of England, bringing together local authorities at all levels. The Town Council is a member of the Market Towns Group, giving us access to advice and reports covering the issues affecting our sector.

Recommendation

That the Council renews the above subscriptions from the Subscriptions budget line.

Kendal Town Council

5 May 2025

Item 12

Representatives on Outside Bodies 2026-27

The Council currently appoints the following members to represent the Council on 'Outside Bodies'. There is scope to expand this list, subject to the Council, or a particular committee's approval.

A note on roles

Councillors appointed to outside bodies are usually required to report back to the appointing body or committee at least once a year. New organisations requiring representation from Councillors are welcomed. Representatives will be prompted by Democratic Services to submit written reports to the appointing body. Written reports are usually preferred to verbal reports.

Active member

An 'active member' representative may have voting rights in the organisation at an appropriate level. They are expected to represent Council policy on relevant issues and report back to their appointing body any contentious issues which may require wider consideration and policy steer. An Active member representative role may affect a Councillor's status in reporting Declarations of Interest.

Watching brief

A 'watching brief' representative does not have voting rights in the host organisation, but is present to observe their decision making and report back on any issues which may be of active interest to the Council. A watching brief representative role is less likely to affect a Councillor's status in reporting Declarations of Interest.

| Organisation | No. of Rep(s) | Representative(s) in 2025-26 | Reports to | Notes on role | Appointed 2026-27 |
|--|---------------|-----------------------------------|-------------------------|----------------|-------------------|
| BID Board | 1 | Cllr H Ladhams | Management; Council | Active member | |
| Brewery Arts Centre | 1 | Cllr J Dunlop | Council | Watching brief | |
| Cumbria Association of Local Councils | 2 | Cllr C Russell Cllr E Hennessy | Council | Active members | |
| Emergency Plan (Kendal Community Emergency Plan Group) | 1 | Cllr J Cornthwaite | Culture and Communities | Active member | |
| Integrated Care Community/Healthy Towns Status (W&FC) | 1 | Cllr C Russell | Council | Active member | |
| Lakes Line User Group | 1 | Cllr S Coleman | Council | Watching brief | |
| Kendal Dementia Action Alliance | 1 | Cllr S Falshaw | Council | Active member | |
| Kendal Futures Board | 1 | Cllr S. Long | Management; Council | Active member | |

| Organisation | No. of Rep(s) | Representative(s) in 2025-26 | Reports to | Notes on role | Appointed 2026-27 |
|------------------------------------|---------------|---|------------------------|---|-------------------|
| Kendal Lads and Girls Club | 2 | Cllr S Falshaw Vacancy | Council | Watching brief. Noted that meetings currently clash with Council committees. | |
| Kendal Local Heritage Partnership | 1 | Mayor Cllr H Ladhams | Mayoralty & Heritage | Active member | |
| Kendal Relief in Need Charity | 2 | Mayor and Deputy Mayor | Council | Active members. Mayor's Charity in 2024-25. | |
| Lancaster Canal (Northern Reaches) | 2 | Cllr P Thornton Cllr L Hendry | Council | Active members | |
| Natural Kendal | 1 | Cllr G Archibald | Environment Committee | Active member | |
| Rinteln Town Twinning Association | 4 | Mayor and Deputy Mayor Cllr J Brook Cllr J Cornthwaite | Mayoralty and Heritage | Active members | |

| Organisation | No. of Rep(s) | Representative(s) in 2025-26 | Reports to | Notes on role | Appointed 2026-27 |
|--|---------------|--|-----------------------------------|----------------|-------------------|
| South Lakeland Action on Climate Change and Transition South Lakes | 2 | Cllr S Blunden Vacancy | Environment | Watching brief | |
| Westmorland & Furness Diversity, Equity and Inclusion Partnership | 1 | Cllr C Russell | Council | Active member | |
| Cumbria Constabulary Neighbourhood Policing Pledge body | 3 | Cllr H Ladhams Cllr L Edwards (Sub Cllrs J Dunlop & C Russell) | Culture & Communities; Council | Active member | |

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 7 April 2026, at 6.15pm, in the Council Chamber at the Town Hall, Highgate, Kendal.

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

In attendance: Natalia Williams, Deputy Town Clerk

Public Participation

P186/2025 Apologies

Apologies were received and accepted from Cllrs Finch and Supka.

P187/20025 Declarations of Interest

Councillors J Cornthwaite, H Ladhams and D Rathbone declared interest in planning application number 5 as members of Westmorland and Furness Council and would not be present for discussion of the item.

Councillor D Rathbone stated he was not predetermined in relation to planning application number 14.

P188/2025 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

P189/2025 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes from the meeting held on 16 March 2026 and to authorise the Chair to sign them as a true record.

P190/2025 Minute Action Sheet

It was noted that the following items were outstanding, and updates would be expected from the Town Clerk by May 2026:

- Item 22: To produce a draft statement in relation to out of town food outlets.
- Item 56: Town Clerk to report back on receipt of a response from WAF Council regarding its 'non-statutory allotment land'
- Item 59: Town Clerk to discuss diversion routes with Highways England, Police and Westmorland and Furness Officers.

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

Resolved: Resolved to move forward items to the next meeting

P191/2025 Planning Process and Issues

No additional issues were raised.

P192/2025 Kendal Town Council Flood Relief Scheme Working Group

The Chair of the Working Group reported that the next meeting of the working group is schedule for Thursday 23rd April 2026, 6:30pm at the flood hub. There would be a teams link available for anyone unable to attend in person.

It was also reported that Castle Street is now open and that the traffic direction had now been returned to normal for the Thorny Hills Cul-de-Sac. Works at Gooseholme were progressing and works had commenced on Aynam Road.

Resolved: To note the verbal update.

P193/2025 Kendal Town Council Local Plan Action Group

It was reported that there were no further updates, however noted that there was an outstanding action to organise the next meeting of the action group to either further the response to the plan or conduct an additional site visit. This action would be carried to the next meeting of the committee.

Resolved: Town Clerk to organise the next meeting of the action group.

P194/2025 Planning Applications

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

The meeting closed at 7.04 pm.

Kendal Town Council
 Applications for Planning Committee: 7 April 2026
Appendix 1

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|---|-------------|-----------------|---|
| 1 | 2026/0417/FPA | 5 Stramongate, Kendal Creation of a restaurant bar and six residential units (Use Class C3) | Fell | 11 April | No material objections , subject to further information being provided in line with the conservation officers comments including: <ul style="list-style-type: none"> - Design and materials for the windows, doors and insulation. - Detailed instruction plan for the removal of asbestos. |
| 2 | 2026/0418/LBC | 5 Stramongate, Kendal Listed Building Consent for the creation of a restaurant bar and six residential units (Use Class C3) | Fell | 11 April | See comments for application 1. |
| 3 | 2026/0525/LBC | The Eddington Kendal, Highgate, Kendal Listed Building Consent for the installation of an accessible lift (Resubmission of 2024/2146/FPA) | Highgate | 11 April | The committee look favourably on the proposal in principle and agree with the comments of the conservation officer. However, further verification is required on the design of the lift. |
| 4 | 2026/0492/FPA | The Eddington Kendal, Highgate, Kendal installation of an accessible lift (Resubmission of 2024/2146/FPA) | Highgate | 18 April | See comments for application 3. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|--|-------------|-----------------|---|
| 5 | 2026/0220/FPA | <p>Canal Head Highways Depot, Kendal</p> <p>Erection of 1x modular build training room installed near site entrance with new ramp and steps access and 1x prefabricated welfare cabin installed at bottom end of site with new ramp and steps access. New windows to existing building at north end of the site</p> | Mintsfeet | 11 April | <p>No material objections, subject to compliance with the conservation officer's report.</p> <p>Consideration to be given to the internal layout of the changing facilities for appropriate privacy, depending on intention of use.</p> <p>Note – Cllr's Cornthwaite, Ladhams and Rathbone left the meeting due to declaration of interest in this item and did not vote on this application.</p> |
| 6 | 2026/0509/FPA | <p>The Mint Works, 124 Highgate, Kendal</p> <p>Installation of 110 photovoltaic panels to the front and rear roof elevations. Panels to be removed and reused from South Lakeland House</p> | Highgate | 18 April | <p>No material objections, subject to compliance with the conservation officer's report.</p> |
| 7 | 2026/0218/HOU | <p>34 Windermere Road, Kendal</p> <p>Replace two existing rear elevation velux windows, replace one front elevation dormer window. Installation of one new velux window to rear elevation.</p> | Fell | 18 April | <p>No material objections, subject to compliance with the conservation officer's report and the use of acceptable materials.</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|---|-------------|-----------------|---|
| 8 | 2026/0521/HOU | Shieling, Parkside Road, Kendal Proposed single storey rear extension with enlarged first floor balcony above | Castle | 10 April | No material objections , providing that the balcony is not overlooking and there is not an unacceptable loss of privacy. The committee would like BNG to mitigate the loss of the front lawn. |
| 9 | 2026/0500/HOU | 66 Bellingham Road, Kendal Removal of existing open porch and timber storage shed. Erection of single storey extensions to the front and side, installation of a first floor front balcony with glazed balustrade | Stonecross | 12 April | Material objection , due to the size and dominance of the development and overdevelopment within the existing plot. If the application is agreed, the committee would also: <ul style="list-style-type: none"> - like to ensure that the public right of way is protected and kept open during construction and afterwards. - Look for significant BNG condition <p>Note – Cllr Rathbone abstained from voting on this application.</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|--|-------------|-----------------|---|
| 10 | 2026/0538/ADV | 83 Stricklandgate, Kendal Advertisement Consent for 1x internally illuminated fascia sign 1x internally illuminated projection sign and 2x illuminated poster frames | Fell | 18 April | No material objections but would request that the projection sign is made less intrusive in terms of width protruding in to the Highstreet. In addition, would require a condition that all illuminations are only turned on one hour before operating hours and are turned off one hour after operating hours. |
| 11 | 2026/0539/FPA | 83 Stricklandgate, Kendal Internal refurbishment works & replacement of windows to Birch Yard elevation, Camms Yard elevation and the main shopfront with new power-assisted doors for effective accessible entry with advertisement | Fell | 25 April | See comments for application 10. |
| 12 | 2026/0407/HOU | 76 Bellingham Road, Kendal Proposed single storey rear extension | Stonecross | 18 April | No material objections , but would look to adequate BNG regarding the loss of the front garden. |
| 13 | 2026/0584/HOU | 27 Castle Street, Kendal Demolition of a single storey rear extension with proposed replacement single storey rear extension | Mintsfeet | 18 April | No material objections , providing the issues raised by the conservation officer are addressed, especially materials used for windows, in order to create a harmonious design. |

| | | | | | |
|----|-------------------------------|--|-----------------------------|----------|--|
| 14 | 2025/0117/FPA | <p>Land West of High Sparrowmire, Kendal</p> <p>Full planning application for a residential development of 143 new dwellings and the provision of associated access and infrastructure works including roads, drainage infrastructure, car parking, public open space and landscaping.</p> <p>The reason(s) for this re-consultation are as follows: Please pay consideration to amended/additional plans and amended/additional supporting documents/information (dated 24/03/26).</p> | Strickland/ Burneside CP | 10 April | <p>No material objections however the committee would draw officers' attention to the consultation response made on 17th February 2025, as the previous issues raised remain valid and should be considered. These responses are copied again below with additional comments highlighted in italics.</p> <p>Road Access –</p> <ul style="list-style-type: none"> - The Committee referred to the proposed junction at Windermere Road and would require additional information and/or confirmation from Highways on the safety of the junction as planned – the current information is not clear. - Remedial work is required on part of the existing farm track which looks on the plan to be superfluous. - Plans required with regard to Emergency Vehicle Access. - What are the plans for visitor parking, as these spaces are required to be provided? - Confirmation required regarding sufficient turning heads for service vehicles. <p><i>Work has been undertaken to improve the junction however local residents concern on the safety of this junction require further</i></p> |
|----|-------------------------------|--|-----------------------------|----------|--|

| | | | | | |
|--|--|--|--|--|---|
| | | | | | <p><i>information from highways (Windermere road junction)</i></p> <p>Sewerage and Drainage –</p> <ul style="list-style-type: none"> - Further information required on a flood emergency plan. - The Committee would expect additional sewerage capability to be developed within the Kendal boundary. <p><i>The committee questioned whether sufficient work had been done on sewerage and drainage issues.</i></p> <p>Scale and Dominance –</p> <ul style="list-style-type: none"> - The Committee would require a good mixture of stone clad units throughout the estate and not simply “statement” properties at the entrance only. <p>Impact on the Character of the area</p> <ul style="list-style-type: none"> - The Committee feels that the Biodiversity Net Gain plan is not sufficient to mitigate the impact of the development and that the mitigation must be local to the site or preferably on site to enable permission to be granted. - Should fences be erected between plots, hedgehog holes to be included. <p>Community and Impact on Other Services</p> |
|--|--|--|--|--|---|

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|--------------|------------------------------|-------------|-----------------|---|
| | | | | | <ul style="list-style-type: none"> - Where CIL contribution comes in, the Committee would like to see a contribution to St Thomas' School and require provision of a play park on the development site. No. App No./Type Address/Proposed Development Parish Ward Comments to W&F Observations/Recommendations - Confirmation required that the residents of Hallgarth will be protected from noise, dust, fumes, etc., throughout the construction phase. - The Committee would finally draw attention to the planning objections raised by Lane Foot Residents' Association. Should the development proceed, then these comments should be taken on board. <p><i>The committee required further information on direct access to Hallgarth (pedestrian and/or cycling).</i></p> <p><i>The committee also noted that despite the application being within Burneside Parish Council's footprint, significant service provision will be required from Kendal and therefore would be looking for suitable recompense from CIL monies.</i></p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|--|-------------|-----------------|---|
| | 2026/0607/HOU | 3 Sleddale Gardens, Castle Street, Kendal Repainting of exterior render in brilliant white to all elevations, replacement of existing timber double-glazed casement windows with slate-grey uPVC casement windows, and repainting of front door and external woodwork to match | Mintsfeet | 25 April | No material objections in line with the conservation officer's report. |

Kendal Town Council

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



Minutes of a meeting of the Planning Committee held on Monday, 20 April 2026, at 6.30pm, in the Lowther Room at the Town Hall, Highgate, Kendal.

| | | | |
|-----------------------------|---------|-------------------------|---------|
| Cllr J Cornthwaite | Present | Cllr T Martland | Present |
| Cllr L Edwards | Present | Cllr D Rathbone (Chair) | Present |
| Cllr R Edwards | Present | | |
| Cllr A Finch | Present | | |
| Cllr H Ladhams (Vice-Chair) | Present | | |

In attendance: Chris Bagshaw, Town Clerk

Public Participation

Mr William Woods drew the Committee's attention to a Planning Consent granted to Westmorland and Furness Council for replacement security shutters in the entrance hall of the Town Hall (2025/1288/LBC). Mr Woods reported that the Discharge of Conditions letter from the Planning Authority specified that the work be started within 4 months of the Notice of Discharge of Conditions. Having viewed the shutters in situ with a number of elected members prior to the meeting, he suggested that no work had been carried out, and that the application consent should therefore be considered to have lapsed.

The Chair thanked Mr Woods for his diligence and tenacity on this issue, and asked the Clerk to raise the issue with the Planning Authority as soon as possible.

P195/2025 Apologies

None were received.

P196/20025 Declarations of Interest

Cllr Rathbone drew the Committee's attention to his role as an observer on Brewery Arts board for Westmorland and Furness Council. The role did not conflict with his capacity to be impartial on item 9.8. Cllr Ladhams drew members' attention to her acquaintance with the applicant in item 9.10, through the Friends of Fletcher Park, but this did not extend to being any form of interest or conflict. Cllr Cornthwaite reminded members that the application from the Environment Agency had already been previewed by the Flood Relief Scheme Working Group, but no predetermination was made.

P197/2025 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

P198/2025 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes from the meeting held on 7 April 2026 and to authorise the Chair to sign them as a true record.

P199/2025 Minute Action Sheet

Following on from the notes from the previous meeting it was proposed to diarise an Out of Town food outlets policy (Ref no 22) and Planning Training for councillors (Ref no 53) forward an additional month (to May/June 2026).

Resolved: To diarise an additional month to the deadlines for Ref nos 22 and 53.

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

P200/2025 Planning Process and Issues

The Committee considered the points raised in Public Participation concerning the issue of the reception doors in the Town Hall, particularly whether it should be raised as an issue of Planning Enforcement.

Resolved: To draw the issue to the attention of the Planning Authority, expressing the Committee's disappointment that the satisfactory resolution of this retrospective application was still in doubt.

P201/2025 Kendal Town Council Flood Relief Scheme Working Group

The Chair of the Working Group reminded members that the next meeting of the working group would be Thursday 23 April 2026, 6:30pm at the Flood Hub, with a Teams link also available.

He reported that there had been several queries about how United Utilities fits in to flood and planning arrangements for the town, and suggested answers might be found if a site visit to the Kendal WWTW were arranged.

Resolved: The Clerk will contact United Utilities to explore possibilities for a site visit.

Resolved: To note the verbal update.

P202/2025 Kendal Town Council Local Plan Action Group

The Chair noted that now the evenings were lighter, the group should complete the second half of their townwide site visit, taking in the northern half of the town.

Resolved: That the Town Clerk organise the second leg (northern sites) of the Planning group's town site visit one light evening.

P203/2025 Planning Applications

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

The meeting closed at 7.25 pm.

Kendal Town Council
 Applications for Planning Committee: 20 April 2026
Appendix 1

| |
|------------------|
| Item No.9 |
|------------------|

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|--|-------------|-----------------|---|
| 1 | 2026/0503/FPA | <p>6 Hawesmead Avenue</p> <p>Demolition of existing building and construction of a replacement dwelling with a detached garage.</p> | Stonecross | 30 April 2026 | <p>The Committee were concerned about the scale of the proposed development, noting that although it was only a marginally bigger footprint, it appeared more massive on the site. It was also disappointed that work appeared to have already started on the site prior to any Planning consent, and that more information was required about the mitigations being put in place to lessen the impact of the working on the nearby school, traffic and biodiversity. There was also concern about the lack of landscaping detail and other arboricultural measures. The Committee supported the proposals from Kendal Swifts that should planning consent be given, it should include as a condition that six Swift Bricks are incorporated into the eastern gable, but on the basis of their concerns about the scale and dominance of the development, felt that on balance they could only Recommend Refusal.</p> <p>Cllr Rathbone did not vote on this item</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|--|-------------|-----------------|---|
| 2 | 2026/0608/FPA | GP Surgery, Health Centre, Gillinggate Installation of prescription dispenser and associated works | Highgate | 30 April 2026 | Subject to the satisfaction of the Conservation Officer that the proposals do not compromise the visual amenity of the Conservation Area – no material objections. |
| 3 | 2026/0616/FPA | Kendal Flood Risk Management Scheme Reach A, Gilthwaiterigg Lane, between Lakeland Distribution Centre and Dale Farm Amendments to Reach A of Kendal Flood Risk Management Scheme - Phase 1 (approved under reference SL/2018/0925). | Mintsfeet | 30 April 2026 | The Committee expressed concerns about the extent of mitigations for the protection of the River Kent SSSI/SAC, and asked that the EA explain these further to the FRSWG. The Committee supported the comments of the Arboriculturist with regard to the protection of trees. Concern was also raised about the proximity to overhead powerlines in the context of a raised bank. No material objections. |
| 4 | 2026/0638/HOU | Kilnstones, Underbarrow Road Proposed two storey rear extension, single storey side extension to replace existing sun room and relocation of front door. | Fell | 29 April 2026 | It was suggested that such a big plot should be able to deliver some biodiversity net gain. No material objections. |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|-------------------------------|--|-------------|-----------------|--|
| 5 | 2026/0494/ADV | <p>Lidl, Beezon Road</p> <p>Advertisement Consent for 1no. internally illuminated acrylic sign of dimensions 2100mm (H) x 2100mm (W), decorated with Lidl logo graphic and to be mounted on west (rear) elevation</p> | Mintsfeet | 8 May 2026 | <p>The Committee considered the impact of the signage overall, and were particularly concerned about the cumulative impact of the proposal on the south west corner of the building. The signage is directly facing the River Kent SSSI/SAC, and although set back only by the width of a road, no mention is made in the application. At the very least this ought to include lighting impact considerations. For this and its cumulative impact:</p> <p>Recommend refusal</p> <p>Cllr Rathbone did not vote on this item.</p> |
| 6. | 2026/0523/FPA | <p>Castle Street Garage, Castle Street</p> <p>Proposed replacement roof covering to existing building</p> | Mintsfeet | 8 May 2026 | No material objections. |
| 7 | 2026/0718/HOU | <p>48 Greenside, Kendal</p> <p>Installation of external PVC cast iron effect soil and vent pipe (SVP) to replace use of existing rainwater pipe for foul drainage.</p> | Fell | 8 May 2026 | <p>No material objections.</p> <p>Subject to the satisfaction of the Conservation Officer with the materials used and that it does not harm the visual amenity of the Conservation Area.</p> |

| No. | App No./Type | Address/Proposed Development | Parish Ward | Comments to W&F | Observations/Recommendations |
|-----|---------------------------------|--|-------------|-----------------|--|
| 8 | 2026/0707/PACOU | 122A Highgate, Kendal Prior Notification under Schedule 2, Part 3, Class MA, for change of use of offices (Use Class E) to four dwellinghouses (Use Class C3). | Highgate | 1 May 2026 | No material objections. The Committee noted that any physical alterations to the building would require separate planning consent. |
| 9 | 2026/0677/ADV | 7 New Road, Kendal Advertisement Consent for 3 non-illuminated Fascia signs, 1 non-illuminated Totem sign. | Fell | 15 May 2026 | No material objections. Subject to the satisfaction of the Conservation Officer that it does not harm the visual amenity of the Conservation Area. |
| 10 | 2026/0493/HOU | 11 Sunnyside, Kendal Insertion of one roof window to the front elevation and two roof windows to the rear to facilitate loft conversion | Mintsfeet | 15 May 2026 | No material objections. Subject to the satisfaction of the Conservation Officer that it does not harm the visual amenity of the Conservation Area. |