

KENDAL TOWN COUNCIL

Notice of Meeting

KENDAL IN BLOOM COMMITTEE

**Tuesday, 20th February 2018 at 7.00 p.m.
in the Mayor's Parlour, the Town Hall, Kendal**

Committee Membership (5 Members)

Philip Walker (Chair)	Lynne Oldham (Vice Chair)	Andy Blackman
Stephen Coleman	Richard Sutton	

Co-opted Members:

Chris Rowley (SLACC)	Diane Winder (Horticulture)	Mandy Nicholson
Deborah Clarke (SLDC)	Tony Rothwell (Kendal Civic Society)	

AGENDA

1. APOLOGIES

2. 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 - [www.kendaltowncouncil.gov.uk/Statutory Information/General/ Guidance on Public Participation at Kendal Town Council Meetings](http://www.kendaltowncouncil.gov.uk/Statutory%20Information/General/Guidance%20on%20Public%20Participation%20at%20Kendal%20Town%20Council%20Meetings) or by contacting the Town Clerk on 01539 793490.

3. DECLARATIONS OF INTEREST

To receive declarations by Members and/or co-optees 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. MINUTES OF MEETING HELD ON 9TH OCTOBER 2017 (SEE ATTACHED) AND MATTERS ARISING (NOT OTHERWISE ON AGENDA)

5. KENDAL IN BLOOM COMPETITION 2018 (see attached)

6. CUMBRIA IN BLOOM 2018

7. RAF LAMP POST BANNERS

8. BID REPRESENTED ON KIB COMMITTEE

9. PLANTING TENDER

10. APPROVAL FOR EARLY REMOVAL OF WINTER PLANTING

11. AYNAM ROAD TREE MAINTENANCE

KENDAL TOWN COUNCIL

12. CONTINUED SUPPORT OF THE WESTMORLAND HORTICULTURAL SOCIETY SUMMER SHOW *(see attached)*
13. KENDAL IN BLOOM AND ENVIRONMENT AND HIGHWAYS JOINT PROJECTS
14. ITEMS FOR THE NEWSLETTER
 - Summer 2018 Edition – deadline 15th June, publication 23rd July
 - Autumn/Winter 2018 Edition – deadline 21st September, publication 29th October
15. REVIEW OF SPEND AGAINST BUDGET 2017/18 *(see attached)*
16. ANY OTHER BUSINESS
17. DATE OF NEXT MEETING – MONDAY 16TH APRIL 2018 @ 7PM

Janine Holt

Assistant to the Town Clerk

By e-mail/post to: Members of the Committee
 All other Councillors (agenda only, for information)

Please note that only Committee Members will receive the minutes and attachments, but that other Councillors may request a copy of any agenda papers. Any Councillor who is not a Committee Member may still attend the meeting, as an observer.

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

KENDAL TOWN COUNCIL

Kendal in Bloom Committee

**Monday 9th October 2017 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Phil Walker (Chair), Lynne Oldham (Vice Chair) and Andy Blackman
- Co-opted: Tony Rothwell (Kendal Civic Society) and Mandy Nicholson.
- APOLOGIES** Councillor Sutton, Horticare Representative and Deborah Clarke (SLDC)
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Hazel Belshaw (Temporary Council Secretary)
- 443/17/18 PUBLIC PARTICIPATION**
None
- 444/17/18 DECLARATIONS OF INTEREST**
None
- 445/17/18 MINUTES OF THE MEETING HELD ON 10TH JULY**
- The Chairman presented the minutes of the meeting held on 10th July, which had been approved by full Council on 7th August.
- RESOLVED** That the minutes of the meeting of the Committee held on 10th July be accepted as a correct record.
- 446/17/18 MATTERS ARISING (Not on Agenda)**
KIB, CIB and BIB 2017 Update (ref minute 178/17/18)
Janine Holt advised that a letter received from CCC confirmed that an agreement in principle had been reached between CCC and SLDC to share the cost of weed spraying in the town. Councillor Blackman asked if it is worth a follow up letter to establish if this had been formally agreed. Janine advised that she would follow up with Deb Clarke at SLDC.
- 447/17/18 2018 Calendar** (ref minute 183/17/18)
Janine advised that she had invited David Jackson, the photographer, to attend this evening, although he had been unable to. The calendar proof was an agenda item.
- 448/17/18 2018/19 BUDGET PROPOSALS REPORT**
Members discussed the 2018/19 Budget Proposals Report that had been previously circulated.
- Mandy Nicholson highlighted the number of empty hanging basket brackets there are in the town and wondered if businesses would be keen to look after them if baskets were installed. Councillor Blackman noted that the report from Cumbria in Bloom did mention

the lack of input from businesses. Councillor Walker advised that in previous years businesses had been asked but there was not much uptake. Members discussed the idea of an 'adopt a basket scheme' or 'business encouragement scheme'. If 100 businesses got involved and the cost of each basket is £25 then an additional £2,500 would be sought.

It was proposed by Councillor Blackman that the Committee recommend a Development fund proposal of £2,500 for 100 hanging baskets. This was seconded by Councillor Walker and carried unanimously.

RECOMMENDATION The Committee recommend a Development fund bid of £2,500 for 100 hanging baskets for the town.

449/17/18

KENDAL IN BLOOM 2017 UPDATE

Janine updated Members on the KiB awards ceremony, which took place at the Town Hall. The event went extremely well. The cakes from Ginger Bakers were a big hit. She advised that the Allotments competition winners from last year were in the top 3 again and wondered whether it would be an idea to invite them to judge next year instead of entering. It was decided that a working group be formed to meet on Thursday 11th January at 9am to discuss the 2018 competitions. Janine will circulate an invite.

450/17/18

CUMBRIA IN BLOOM 2017 UPDATE

Members discussed the scoring sheet from CiB that had been previously circulated. Kendal had received 154 out of 200 giving them a Silver Gilt.

Councillor Walker thanked Janine and John Belshaw, the Town Handyperson at the time, for all their extra work. Going forward the areas for improvement need to be looked at and asked if Councillor Blackman could again work on an action plan as he had done last year. Councillor Blackman advised he will wait until the BiB report is received.

Janine advised that we need to be mindful that we currently have no Town Handyperson although an advert for the position had gone out and the potential challenges with the civic planting.

451/17/18

PLANTING CONTRACTOR UPDATE

Janine updated Members on the planting contractor, Hortons, following a meeting which took place on 10th August to run through the problems. She advised that it was a really useful meeting and Hortons would like to continue working with KTC. Deb Clarke has since had a follow up meeting with Hortons and have agreed:

- Weekly/monthly timeline of activities
- Break down of the basket locations to ensure no-local people can understand their position
- Confirmation of bedding requirements by mid-October
- Order summer bedding plants by the end of October

- When baskets are removed they will be inspected for damage before storing
- New plant supplier and nursery space has been obtained
- Compost will be ordered early
- Each basket, planter or trough will have a plant list and order of planting
- Michael from Hortons will personally oversee planting and installation

Members then discussed a colour scheme for 2018. It was felt that the use of red, white and blue would be appropriate to mark the Centenary of the end of the First World War.

It was proposed by Councillor Blackman to use red, white and blue as the colour scheme for the civic planting in 2018. This was seconded by Councillor Oldham and carried unanimously.

RESOLVED

That a red, white and blue colour scheme be used for the civic planting in 2018.

452/17/18**COMMUNITY PROJECTS****Lakes Line User Group**

Members discussed the request for funding from the Lakes Line User Group that had been previously circulated. Janine advised that since this paper had been circulated she had spoken with Lakes Line who would like to amend the request to £200 since they have had an updated costing for the planting. Councillor Blackman asked if Oxenholme would be interested in something similar. Janine had spoken to them in the past and was advised they had no budget although she would get back in touch.

It was proposed by Councillor Walker to approve the grant of £200 to the Lakes Line User Group to improve the planting at Kendal station. This was seconded by Councillor Oldham and carried unanimously.

RESOLVED

That the Committee approve a grant for £200 to the Lakes line User Group to improve the planting at Kendal station.

453/17/18**Rinkfield Planters**

Janine advised that a member of the local community, Gary Tomlinson, from Rinkfield had advised that he may wish to ask for some funding to improve the planters at Rinkfield. He has since managed to get support from Homebase and they have now been re-planted. He may come back at some point for future support.

454/17/18**SLDC PROPOSED PLANTER**

Janine advised that she has been approached by Jackie Robinson from SLDC. They would like to plant another tree in one of the big tubs near Pandora in Kendal. They will cover all initial expenses but have asked if KTC can maintain and take responsibility for the annual cost of planting. Janine advised that there is currently some flexibility in the budget to cover the ongoing planting costs.

It was proposed by Councillor Blackman to approve the maintenance of the new tub planter in town. This was seconded by Councillor Oldham and carried unanimously.

RECOMMENDATION That the Committee approve the maintenance of the new tub planter in town.

456/17/18

CALENDAR PROOF

Janine presented the calendar proof from David Jackson to Members. She advised that the initial outlay to have the calendar produced would be £300 and they would sell for £5 each.

It was felt that the front cover should be changed to feature the war memorial image as this would fit with the Centenary of the end of the First World War theme. They also felt the title should be changed to Kendal Townscapes.

It was proposed by Councillor Walker to go ahead with the 2018 calendar with the changes mentioned. This was seconded by Councillor Blackman and carried unanimously.

RESOLVED That the Committee approve the 2018 calendar with the amendments mentioned.

457/17/18

ROYAL AIR FORCE CENTENARY CELEBRATIONS

Members discussed an email from Jeremy Lawton at the RAF which had been previously circulated.

It was agreed by members that the flower bed in Kirkland be planted up using the RAF colours. This would also fit with the colour scheme of the civic planting for 2018.

It was proposed by Councillor Oldham that the flower bed in Kirkland be used to display the RAF colour in 2018. This was seconded by Councillor Blackman and carried unanimously.

RESOLVED That the flower bed in Kirkland be used to display the RAF colour in 2018.

458/17/18

KENDAL IN BLOOM AND ENVIRONMENT AND HIGHWAYS JOINT PROJECTS

Janine advised Members that the joint projects undertaken with the Environment and Highways Committee had now been completed which were the bed at Dowkers Lane and the Birdcage. Both groups will continue to work on joint projects going forward.

459/17/18

ITEMS FOR THE NEWSLETTER

The Autumn edition has now gone to print.

Suggestions for the Spring edition:

- Planting scheme
- RAF planted bed
- Brief outline of the business competition

460/17/18**REVIEW OF SPEND AGAINST BUDGET 2017/18**

Members considered the Review of Spend Against Budget as at the end of September 2017.

Janine highlighted the following points:

- There is some money left from the summer planting. Due to a reduction from Hortons following the issues with the planting
- Sponsorship has gone down by £500 so will need to look at fundraising

Councillor Walker suggested contacting Kendal Nuticare on Shap Road.

RESOLVED

That the review of spend against budget be noted.

ANY OTHER BUSINESS**461/17/18**

Councillor Blackman pointed out a line in the action plan to 'reduce planter clutter'. He was unsure what this meant and would seek clarification from Environment and Highways Committee.

462/17/18

Janine advised that a letter to all the businesses from the Mayor has been sent to the Westmorland Gazette for publication. Councillor Blackman would also like to hand deliver copies to the businesses. Janine to amend the letter once the results of BiB are known and Councillors Blackman and Oldham to hand deliver.

463/17/18

Tony Rothwell advised that there is a planter missing from Longpool.

464/17/18**DATE OF THE NEXT MEETING**

That the next meeting will be held on **12th February 2018 at 7.00pm.**

The meeting closed at 8.18pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
448/17/18	2018/19 Budget Proposals Report	REC	The Committee recommend a Development fund bid of £2,500 for 100 hanging baskets for the town.
451/17/18	Planting Contractor Update	RES	That a red, white and blue colour scheme be used for the civic planting in 2018.
452/17/18	Lakes Line User Group	RES	That the Committee approve a grant for £200 to the Lakes line User Group to improve the planting at Kendal station.
454/17/18	SLDC Proposed Planter	REC	That the Committee approve the maintenance of the new tub planter in town.
456/17/18	Calendar Proof	RES	That the Committee approve the 2018 calendar with the amendments mentioned.
457/17/18	Royal Air Force Centenary Celebrations	RES	That the flower bed in Kirkland be used to display the RAF colour in 2018.

KENDAL TOWN COUNCIL REPORT

To: Kendal in Bloom Committee	20 th February 2018
From: Assistant to the Town Clerk	Agenda Item No. 5

Kendal in Bloom Competition 2018

It was agreed in the last Kendal in Bloom Committee (KIB) meeting on 9th October 2017 that a small working party would meet early in 2018 to discuss the competition and develop a framework to be presented at the first KIB meeting of 2018.

Background

The KIB competition has run for a number of years. Each year the competition is reviewed and changes suggested. The competition currently comprises of 3 categories:

- Community
- Schools and Young People
- Allotments

The competition should be ready for launch early March 2018.

Working Group

The working group met at 9.00am on 11th January 2018. Members present were:

- Chris Rowley
- The Mayor, Councillor Andy Blackman
- Mandy Nicholson
- Janine Holt

Theme for 2018

It was agreed in the KIB Committee meeting in October 2017 that the planting scheme for 2018 would be in the colours of red, white and blue. This was to honour the 100th Anniversary of the end of World War One (WW1).

The working party suggested that the competition also has a theme of celebrating the 100th Anniversary of the end of WW1 with a focus on peace.

Proposals for 2018 Competition

Schools Challenge

Various ideas were discussed on how we could link in the WW1 theme with a schools project. The suggestions put forward for consideration are:

- Creating a poppy display. Schools to undertake some simple research on poppy types and create a display. Poppies do not last long but the schools can photograph their displays. Encourage their imaginations in creating the display e.g. Younger children could use the petals to create artwork, a shape of a poppy made out of poppies etc.

Allow the school to develop the theme how they wish to. Encourage recording of all the stages of development and data. RHS have worked on this theme

<http://hub.suttons.co.uk/blog/news/northlew-poppy>

- Create their own peace garden. This project could help them to consider what peace means to them, what it would look like, feel like. In the preparation stages consider the shape, colour, types of plants, symbols, messages, spaces they want to create in their own Peace Garden. Encourage pupils to consider their immediate environment. Does it nurture growth and healing? Does it invite people and nature to come together? Does it create opportunities for learning how we can care for the earth and one another?
- To encourage schools to undertake a simple insect survey on either the poppy display or the peace garden.

Allotments Challenge

We usually run a best plot competition for all allotment tenants who want to take part.

It was agreed this year, that to honour the theme we would encourage allotment holders to create a small space dedicated to growing vegetables from heritage seed varieties that were available in WW1. Potatoes, beans, peas, carrots, parsnips, beet and different varieties of cabbage were all popular during WW1.

Community Challenge

It was agreed to use the same format as the competition last year but to encourage the WW1 theme, e.g. red/white/blue colours, creating a small space symbolising peace, growing heritage vegetable etc.

Town Councillors Nominees

It was suggested that we ask all Councillors to nominate a person/group from their ward who they would like to receive special acknowledgement for their horticultural/environmental contribution. All nominees will be invited to the awards ceremony and a certificate presented.

Business Challenge

Engaging with the businesses is an area that has proved challenging and has been rather unsuccessful to date. It has been highlighted by the Cumbria in Bloom and the Britain in Bloom judges as an area that needs developing.

Janine Holt has been approached by Brian Harrison from the BID who is happy to represent the BID on the Kendal in Bloom Committee, this is seen as a very positive.

Janine Holt reported that the Christmas Lights and Festivals committee has agreed to undertake some work on testing the existing flag poles on the businesses along Highgate to ensure they are fit for purpose. With this in mind, following along the lines of peace and unity, it was suggested that, we invite businesses to take part in an initiative that enables them to purchase a flag from countries around the world and to have them displayed all summer. We will provide the flags. This will help to:

- Brighten the town during the tourist season
- Include businesses in the KIB and the WW1 commemorative celebrations

- Encourage Peace and Unity which will help to support the newly proposed Unity Festival scheduled for 23rd June in Kendal.
- Possible fund raising opportunity
- Inclusion of general public by organising a competition, guess all the countries the flags are from. The winner being drawn by the Mayor on the evening of the KIB awards ceremony.

Options for Consideration

- 1. To agree with the proposed competition framework for 2018**
- 2. To disagree with the proposed competition framework for 2018**
- 3. To develop a new proposed competition framework for 2018.**

Report prepared by Assistant to the Town Clerk – 7th February 2018.

KENDAL TOWN COUNCIL REPORT

To: Kendal in Bloom Committee	20 th February 2018
From: Assistant to the Town Clerk	Agenda Item No. 12

CONTINUED SUPPORT OF THE WESTMORLAND HORTICULTURAL SOCIETY SUMMER SHOW

The following correspondence has been received from the Westmorland Horticultural Society:

It's time to make preparations for our summer show schedule. Last year the Kendal in Bloom Committee very generously donated £75 sponsorship for the Rose section and we would like to know if they would be prepared to do so again this year.

Once again many thanks for last year's sponsorship and I look forward to hearing from you shortly.

Linda Carlisle – Secretary of Westmorland Horticultural Society

KENDAL TOWN COUNCIL - KENDAL IN BLOOM COMMITTEE

BUDGETARY CONTROL STATEMENT: TEN MONTHS ENDED 31 JANUARY 2018

2017/18 Approved Budget	Heading	Actual to date	Commitments	Total to date	Budget Remaining
£		£	£	£	£
	Expenses:				
17,960	Staffing	14,967	2,993	17,960	0
9,350	Floral Displays - summer planting	7,299		7,299	2,051
4,000	Floral Displays - winter planting	3,297		3,297	703
3,000	Community Projects (including £1,000 additional budget approved by Council in June)	2,595		2,595	405
2,500	Installation & Maintenance	1,330		1,330	1,170
1,200	Vehicle Running Costs	923		923	277
3,500	Kendal in Bloom Competitions	2,401		2,401	1,099
41,510	Sub-Total	32,812	2,993	35,805	5,705
	Receipts:				
(1,000)	Sponsors	(500)		(500)	(500)
40,510	Total:	32,312	2,993	35,305	5,205
	Development Fund Items:				
4,000	SLACC Pollinator Project: Programmed expenditure	4,000		4,000	0
4,822	Reserved allocation			0	4,822
8,822	Total:	4,000	0	4,000	4,822