

# KENDAL TOWN COUNCIL

Notice of Meeting

## KENDAL IN BLOOM COMMITTEE

**Monday, 4<sup>th</sup> February 2019 at 2.15 p.m.  
in the Mayor's Parlour, the Town Hall, Kendal**

### **Committee Membership (5 Members)**

Andy Blackman (Chair)	Richard Sutton (Vice Chair)	Adam Edwards
Carol Hardy	Chris Rowley	

Co-opted Members:

Caroline Stuart (Horticare)	Mandy Nicholson	Deborah Clarke (SLDC)
Brian Harrison (BID)	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 - <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.

### **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. INTRODUCTION BY ED NELSON, CONTINENTAL LANDSCAPES**

### **5. MINUTES OF MEETING HELD ON 2ND OCTOBER 2018 (SEE ATTACHED) AND MATTERS ARISING (NOT OTHERWISE ON AGENDA)**

### **6. KENDAL IN BLOOM AND CUMBRIA IN BLOOM COMPETITIONS 2019**

### **7. COMMUNITY FUNDING REQUEST - OXENHOLME RESIDENTS ASSOCIATION (SEE ATTACHED)**

### **8. COMMUNITY FERN PROJECT – UPDATE**

### **9. TREE PLANTERS – JOINT ENVIRONMENT & HIGHWAYS COMMITTEE PROJECT**

## KENDAL TOWN COUNCIL

10. **ITEMS FOR THE NEWSLETTER**
  - Summer 2019 Edition – deadline 14<sup>th</sup> June 2019, publication 22<sup>nd</sup> July
  - Autumn/Winter 2019 Edition – deadline 20<sup>th</sup> September, publication 28<sup>th</sup> October
11. **REVIEW OF SPEND AGAINST BUDGET 2018/19 (SEE ATTACHED)**
12. **ANY OTHER BUSINESS**
13. **DATE OF NEXT MEETING – MONDAY 8<sup>TH</sup> APRIL 2019 AT 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.***

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

# KENDAL TOWN COUNCIL

## Kendal in Bloom Committee

**Tuesday 2nd October 2018 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Andy Blackman (Chair), Richard Sutton (Vice Chair) and Chris Rowley.  
Co-opted: Caroline Stuart (Horticulture), Brian Harrison (BID) and Mandy Nicholson.
- APOLOGIES** Councillor Edwards, Deborah Clarke (SLDC) and Tony Rothwell (Kendal Civic Society)
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Pierre Labat (Townscape Manager)
- 397/18/19 PUBLIC PARTICIPATION**  
None
- 398/18/19 DECLARATIONS OF INTEREST**  
None
- 399/18/19 MINUTES OF THE MEETING HELD ON 23<sup>rd</sup> JULY 2018**  
The Chairman presented the minutes of the meeting held on 23<sup>rd</sup> July, which had been approved by full Council on 6<sup>th</sup> August 2018.
- RESOLVED** That the minutes of the meeting of the Committee held on 23<sup>rd</sup> July be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 400/18/19 Appointment of ex Cllrs Oldham and Walker as Co-Opted Members (Minute 201/18/19)**  
Janine Holt reported that she had sought clarity from the Town Clerk and confirmed that the number of co-opted members should not be greater than elected members.
- RESOLVED** That the number of co-opted members will be no greater than five.
- 401/18/19 KENDAL IN BLOOM & CUMBRIA IN BLOOM 2019 UPDATE**  
Janine updated Members on the KiB awards ceremony, which took place on 20<sup>th</sup> September at the Town Hall. The event went extremely well. It was acknowledged that the guest speaker was a successful addition to the programme. Janine Holt advised that the Allotments element of the competition was not very popular and that some careful thought needed to go into this section of the competition. A general discussion was held and it was agreed that a working group be formed to meet on Monday 29<sup>th</sup> October at 2pm to discuss the 2019 initiative.  
  
Councillor A Blackman was pleased to report that Kendal had received a Silver Gilt award in the CIB competition. The CIB

feedback was circulated with Members having a constructive discussion about possible future improvements.

**RESOLVED**

A working group will meet at 2pm on Monday 29<sup>th</sup> October 2018 to discuss the KIB initiative for next year

**402/18/19****KIB ACTION PLAN**

Councillor A Blackman opened the discussion about the further development of the KIB action plan and incorporating the feedback from the CIB judges. A general discussion was held and some suggestions were put forward :

- possibility of window graphics in empty shop windows
- creation of show gardens in shopping centres etc
- develop a trail map that links the gardens and open spaces
- possibly re-introduce front gardens as a category
- meet with schools early on to decide a challenge for 2019
- develop a schedule for keeping Kendal mint clean
- link with the CIB categories

Councillor A Blackman agreed to update the action plan and circulate it before the working group meet.

**RESOLVED**

Councillor A Blackman will update the action plan and circulate it to Members.

**403/18/19****INTERIM POLLINATOR PROJECT REPORT SEPTEMBER 2018**

Councillor C Rowley provided an update report on the pollinator project. The report contents were noted and the members are looking forward to receiving the final report in the Autumn of 2019.

**RESOLVED**

Members noted the contents of the interim pollinator report.

**404/18/19****ITEMS FOR THE NEWSLETTER**

Suggestions for the Spring edition:

- Kendal in Bloom Launch

**405/18/19****2018/19 BUDGET – REVIEW OF BUDGET REQUIREMENTS AND PROPOSALS FOR ONE-OFF DEVELOPMENT FUND BIDS**

Councillor A Blackman outlined the process of budget setting. Members discussed the budget requirements for 2019/20. The following proposals were put forward:

- An increase in the planting tender budget to £16,000. A new contractor will be in place and the group thought it wise to include a small contingency fund.
- The community budget to be increased to £5000. The committee would like to really focus on developing community initiatives next year. Two potential initiatives have already been raised with members. Working with Kendal Conservation Volunteers on developing an idea on woodland and fern planting and to work with a volunteer from Oaklea trust who would support a small group of young people with learning disabilities to provide them with practical horticultural skills.

Janine Holt reported that after receiving guidance from Graham Nicholson, Arboriculturalist at SLDC the 7 hornbeam trees along Highgate needed to be replaced during 2019/20 as they had become pot bound. SLDC would recycle the trees but could not contribute to the cost of removing them from the pots and re-siting. Members discussed the possibility of other volunteer groups recycling the trees. With this in mind, the Committee recommended two Development fund proposals for consideration, £4000 for the replacement trees or £7500 for the replacement trees and the removing and recycling of them.

**RECOMMENDATION**

- The Committee recommended two Development fund bids of £4000 and £7500 to be considered, with the view that only one scheme be approved.
- The Committee recommended an increase to £5000 for the community element of the budget.
- The Committee recommended an increase to £16000 for the planting tender.

**406/18/19****REVIEW OF SPEND AGAINST BUDGET 2018/19**

Members considered the Review of Spend Against Budget as at the end of August 2018.

**RESOLVED**

That the review of spend against budget be noted.

**ANY OTHER BUSINESS****CIVIC PLANTING TENDER****407/18/19**

Councillor A Blackman reported that he had marked the tenders with the Town Clerk. Two applications had been received. A contractor has been chosen subject to receiving satisfactory references.

**RESOLVED**

That Members approved the planting contractor subject to satisfactory references being sought.

**408/18/19****DATE OF THE NEXT MEETING**

That the next meeting will be held on **11<sup>th</sup> February 2019 at 7.00pm.**

The meeting closed at 9.00pm.

**Summary of Information, Resolutions and Recommendations to Council**

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>400</b>	Co-Opted Members	<b>RES</b>	Guidance received that the number of co-opted members will be no greater than the elected members.
<b>401</b>	KIB 2019 Initiative	<b>RES</b>	A working group will meet at 2pm on Monday 29 <sup>th</sup> October 2018 to discuss the KIB initiative for next year
<b>401</b>	CIB Result 2018	<b>RES</b>	Kendal was awarded a silver gilt
<b>402</b>	KIB Action Plan	<b>RES</b>	Councillor A Blackman will update the action plan and circulate it to Members.
<b>403</b>	Interim Pollinator Report	<b>RES</b>	Members noted the contents of the interim pollinator report.
<b>404</b>	Spring Newsletter Inclusion	<b>RES</b>	Kendal in Bloom Launch
<b>405</b>	Budget Requirements 2019/20	<b>REC</b>	<ul style="list-style-type: none"> <li>• The Committee recommended two Development fund bids of £4000 and £7500 to be considered, with the view that only one scheme be approved.</li> <li>• The Committee recommended an increase to £5000 for the community element of the budget.</li> <li>• The Committee recommended an increase to £16000 for the planting tender.</li> </ul>
<b>407</b>	Appointment of Civic Planting Contractor	<b>RES</b>	That Members approved the planting contractor subject to satisfactory references being sought.

# KENDAL TOWN COUNCIL REPORT

To: Kendal in Bloom Committee	4 <sup>th</sup> February 2019
From: Assistant to the Town Clerk	Agenda Item No. 7

## **COMMUNITY FUNDING REQUEST – OXENHOLME RESIDENTS ASSOCIATION**

Committee are requested to consider the following request for funding from the Oxenholme Residents Association:

*“I would be grateful if you could consider, and request funds, if available, from the Kendal in Bloom Committee, so we could acquire 2 Planters (if possible) for the Oxenholme Village Residents Group.*

*The group would be more than happy to maintain the planters and ensure they are kept tidy and planted with seasonal blooms, this will assist in tidying up and improve the village, and also bring out the village community spirit in maintaining the planters, as well as brightening up a presently “unloved” piece of land.*

*We would also use this initiative as a catalyst to launch a “best kept” garden competition within Oxenholme village next summer”.*

*Steve Paton  
Chair - Oxenholme Village Residents Group*

## KENDAL TOWN COUNCIL - KENDAL IN BLOOM COMMITTEE

## BUDGETARY CONTROL STATEMENT: EXPENDITURE TO 31 DECEMBER 2018

2018/19 Approved Budget	Heading	Actual to date	Commitments	Total to date	Budget Remaining
£		£	£	£	£
	<b>Expenses:</b>				
15,790	Staffing	11,843	3,947	15,790	0
9,350	Floral Displays - summer planting	9,107		9,107	243
4,500	Floral Displays - winter planting	6,913		6,913	(2,413)
3,000	Community Projects	847		847	2,153
1,500	Installation & Maintenance	1,989		1,989	(489)
1,000	Additional Planting (Horticulture)			0	1,000
800	Vehicle Running Costs	1,258		1,258	(458)
1,700	Kendal in Bloom Competitions	1,203		1,203	497
37,640	<b>Sub-Total</b>	33,160	3,947	37,107	533
	<b>Receipts:</b>				
(500)	Sponsors	(980)		(980)	480
<b>37,140</b>	<b>Total:</b>	<b>32,180</b>	<b>3,947</b>	<b>36,127</b>	<b>1,013</b>
	<b>Action Plan Projects:</b>				
1,300	SLACC Pollinator Project	1,300		1,300	0
<b>1,300</b>	<b>Total:</b>	<b>1,300</b>	<b>0</b>	<b>1,300</b>	<b>0</b>