

KENDAL TOWN COUNCIL

Notice of Meeting

KENDAL IN BLOOM COMMITTEE

**Tuesday, 11th June 2019 at 11.00 a.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 (Horticulture)	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. MINUTES OF MEETING HELD ON 8TH APRIL 2019 (SEE ATTACHED) AND MATTERS ARISING (NOT OTHERWISE ON AGENDA)

5. REVIEW OF TERMS OF REFERENCE (SEE ATTACHED)

6. TREE PLANTER CLADDING UPDATE

7. KENDAL IN BLOOM AND CUMBRIA IN BLOOM COMPETITIONS 2019

8. DRAFT CUMBRIA IN BLOOM ROUTE (SEE ATTACHED)

9. ITEMS FOR THE NEWSLETTER

- Summer 2019 Edition – deadline 14th June 2019, publication 22nd July
- Autumn/Winter 2019 Edition – deadline 20th September, publication 28th October

KENDAL TOWN COUNCIL

10. REVIEW OF SPEND AGAINST BUDGET 2019/20 (*SEE ATTACHED*)
11. ANY OTHER BUSINESS
12. DATE OF NEXT MEETINGS:
AWARDS CEREMONY - THURSDAY 19TH SEPTEMBER 2019 AT 7PM
COMMITTEE MEETING – MONDAY 14TH OCTOBER 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.

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

KENDAL TOWN COUNCIL

Kendal in Bloom Committee

**Monday 8th April 2019 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Andy Blackman (Chair), Richard Sutton (Vice Chair), Adam Edwards and Chris Rowley
- Co-opted: Caroline Stuart (Horticulture) and Brian Harrison (BID)
- APOLOGIES** Councillor Carol Hardy and Co-opted Members Lynne Oldham and Phil Walker
- OFFICERS** Janine Holt (Assistant to the Town Clerk), Pierre Labat (Townscape Manager) and Nicky King (Council Secretary)
- 1032/18/19 PUBLIC PARTICIPATION**
- None.
- 1033/18/19 DECLARATIONS OF INTEREST**
- None.
- 1034/18/19 MINUTES OF THE MEETING HELD ON 4TH FEBRUARY 2019**
- The Chairman presented the minutes of the meeting held on 4th February 2019, which had been approved by full Council on 4th March 2019.
- Councillor Rowley proposed that the minutes be approved as a correct record of the meeting. This was seconded by Councillor Edwards and carried unanimously.
- RESOLVED** That the minutes of the meeting of the Committee held on 4th February 2019 be accepted as a correct record.
- 1035/18/19 MATTERS ARISING (Not on Agenda)**
- Minute 838/18/19 – ex Councillors Oldham and Walker
Janine Holt confirmed that she had contacted ex Councillors Oldham and Walker to inform them that they are now co-opted Members of the Committee.
- Minute 842/18/19 – Remaining Budget from Last Financial Year
Janine Holt needs to speak to the Treasurer regarding budget left over from the last financial year being directed towards the Oxenholme Residents Association project.
- Minute 843/18/19 – Tree Pruning on Aynam Road
It was noted that the 3 trees on Aynam Road had been pruned. Caroline to chase up the costings.

Minute 843/18/19 – Agenda Item for Next Meeting

It was agreed to flag up the matter of Councillor nominations for gardens and community spaces at the May meeting of Full Council.

RESOLVED

1. Caroline Stuart to chase up costings for tree pruning on Aynam Road
2. Janine Holt to speak to Treasurer regarding remaining budget from last financial year.
3. Councillor nominations for gardens and community spaces to be flagged up at the May meeting of Full Council.

1036/18/19**KENDAL IN BLOOM AND CUMBRIA IN BLOOM COMPETITIONS 2019**Kendal in Bloom Competition

The School's Challenge has now been launched. Entries have been received from 6 schools, including 2 which have not been active participants for some time. Janine Holt commented that it would appear the generic theme has worked. The schools are Stramongate, Heron Hill, Castle Park (confirming after Easter), Vicarage Park, St Thomas's and Sandgate. Janine Holt to follow up Ghyllside and Dean Gibson. It was noted that if they accepted all schools will have entered.

Community Entries

Janine Holt advised that 4 entries have been received (Summerhill Residential Home, Age UK (community allotment on Sedbergh Road), Pembroke Court and Horticare). Further entries are expected. Janine to produce promotional material. She requested any further suggestions from Members and the following ideas were put forward:

- The Chair mentioned a project which appeared to be underway in the Dunmail Rise area. He will endeavour to find out who is responsible.
- There was a suggestion that Kendal Conservation Volunteers could be encouraged to enter the Fern Garden.
- The Townscape Manager noted that he had given some spare plants to the Rinkfield Association for existing tubs and suggested Janine contact them regarding a possible entry. He had also agreed to give 4 troughs and 2 half-moon to Age UK for use at Sedbergh Road allotments.
- Oxenholme Residents Association project.
- Councillor Edwards nominated Manna House - recycled gardens project. Brian Harrison commented that this fits with BID objective.

Janine Holt asked Members to consider whether they wished to present entrants with a gift voucher or monetary prize as in the past. Brian Harrison mentioned that BID are keen to promote the Kendal

Gift Card which can be redeemed at 40-50 businesses in Kendal. He suggested approaching BID and asking them to provide the gift cards. There was a discussion about the possibility of partnership work between KTC and BID in respect of the Community Entries. Janine Holt agreed to follow this up. The Chair asked whether the businesses participating in the Kendal Gift Card scheme included any horticultural types of retailer. It was noted that Boyes, Middletons, Booths and certain supermarkets were included where gardening supplies are sold.

Sponsorship

Janine Holt has written to previous sponsors and is awaiting responses.

Awards Ceremony

This is scheduled to take place on Thursday 19th September at 7pm. Janine Holt reminded Members that any Councillors going to view projects will be required on that evening to say a few words. It was suggested that a representative from BID may also wish to attend if the partnership work proceeds.

Civic Planting

The Townscape Manager will lead on managing the summer planting. This will start in earnest after Easter. Outside the Town Hall will be planted up first in readiness for Mayor Making on 16th May. It was noted that the current winter planting is looking very good. Janine Holt commented that Continental are suggesting a different, more sustainable style of planting.

Brian Harrison talked about BID's involvement with the RAF last year and the Spitfire coming to Kendal. He pointed out that there are several anniversaries approaching (D-Day, Battle of Britain etc) and suggested Committee bear these in mind.

The Chair commented that the number of entrants for the competitions was encouraging and was pleased to note that 6 primary schools had indicated their wish to be involved.

RESOLVED

That Janine Holt follow up suggestions for entries in the Community Entries category of the KIB competition. Also follow up the suggestion of partnership work between KTC and BID.

1037/18/19

CUMBRIA IN BLOOM 2019 ENTRY

Janine Holt explained that now the new budget was available, she was in a position to submit a formal entry for the Cumbria in Bloom competition. Judging will take place during the first two weeks of July. Committee need to start considering routes and it was agreed that a draft route is required for consideration at the next meeting in June.

It was noted that entries in the CIB Pride in Your Community competition can nominate contributions for the Special Awards. These need to be on the agreed route so that they can be viewed by judges and there are many categories available. Entries are required by 30th April.

Members considered the entry form and accompanying information. Janine Holt advised that KTC generally enter the main CIB competition, however there are lots of different categories which may be entered. The Chair requested Members look at the CIB website and give consideration to the various categories. He asked that Councillors inform Janine Holt of any projects which could be nominated.

RESOLVED

1. Draft route required for consideration at the next Committee meeting in June.
2. That Members look at the CIB website and give consideration to the various categories

1038/18/19**CROCUSES**

A request had been received from Tim Keegan of the Rotary Club for £350 plus VAT and £5 delivery for the purchase of crocuses for 2019. Janine Holt advised that Committee have supported the purchase of 5,000 purple and 5,000 gold crocuses for a number of years and asked Members whether they wished to continue supporting the project. It was noted that prices are going up later in the year so it would be good to place an order now. Location for planting will be discussed at a later date. Councillor Sutton proposed that Committee continue to offer their support. This was seconded by Councillor Edwards and carried with 1 Member against.

RESOLVED

That Committee support the Rotary Club and grant £350 plus VAT (plus £5 delivery) for the purchase of crocuses for 2019.

1039/18/19**KEEPING KENDAL MINT CLEAN**

The Chair explained that Keeping Kendal Mint Clean was a KTC initiative set up 2/3 years ago to encourage local volunteers to organise or help with litter picking events. An event was organised at short notice last weekend and a large area was covered by a group of approximately 10 volunteers. A follow up article has been sent to the Westmorland Gazette, which also encourages other local community groups and residents associations to use the KTC litter pick equipment.

Brian Harrison advised that BID would be holding a litter pick following Armed Forces Day and asked whether they could use KTC equipment. The Chair replied that it is available for any community group to use. He mentioned that McDonalds had been very supportive of litter pick events if BID wanted to involve a local business. There was a general discussion regarding the problem of discarded cigarette butts and the need to discourage this behaviour. The possibility of joint working between KTC and BID with regard to Keeping Kendal Mint Clean was raised and Brian Harrison suggested that a Committee Member attend a future BID meeting.

The Chair agreed to send details of the forthcoming litter pick to Janine Holt for inclusion on the KTC website. He is also looking at a timetable of monthly litter picks which can be published on the

website once available. It was agreed to keep a record of volunteers and invite them to the presentation evening so that they could be presented with a certificate. Chair to pass names to Janine Holt.

RESOLVED

Chair to forward details of forthcoming litter picks to Janine Holt for inclusion on KTC website. Also forward a list of volunteers names to Janine who will invite them to the presentation evening.

1040/18/19**ITEMS FOR THE NEWSLETTER**Summer Edition

- Dates for litter picking, plus feature.

Autumn-Winter Edition

- Pots of Joy
- Hanging baskets
- Presentation evening

Councillor Edwards advised that two main housing associations would be joining together following the Sandylands fete to organise 'pots of joy'. It was suggested that this would be a suitable entry for the Community category of the Kendal in Bloom competition and Janine Holt agreed to contact them. Councillor Edwards mentioned there was a lively residents association at Sandylands and lots of events happening at the Church. The fete will be held on 20th July.

Councillor Rowley advised that plants were required for the three edible planters. He proposed that Committee agreed to fund £25 for the purchase of plants and compost. This was seconded by Councillor Edwards and carried unanimously.

RESOLVED

1. That Janine Holt contact organisers of the 'pots of joy' project with a view to them entering the Community category of the KIB competition.
2. That Committee approve the purchase of plants and compost for edible planters at a cost of £25.

1041/18/19**REVIEW OF SPEND AGAINST BUDGET 2018/19**

Members considered the Financial Statement as at the end of March 2019.

It was highlighted that £220 was left at the end of the financial year. There was an overspend on floral displays which was due to the transition period with the new planting contractor. This is expected to stay on budget in the new financial year.

1042/18/19**ANY OTHER BUSINESS****1043/18/19****Pollinator Project**

Councillor Rowley talked about the Kendal Pollinators Project Plan for 2019. Copies were circulated for information. The main aim is to carry out final surveys in June with a short press release to follow. Pruning docks would take place in July, however advice from the Centre for Ecology & Hydrology is not to prune the dock. In September follow up research will be undertaken with schools, looking at the implications of work over the last 3 years. All wood from the pollinators will require taking down at the end of the project. The Townscape Manager offered to assist with the KTC van.

Janine Holt asked whether Ian Rodham could give a presentation on the findings of the pollinator project at the awards evening in September. She also mentioned that if there was a desire to continue with the project in the future, decisions for Budget Council would be needed for September/October and to bear this in mind. Councillor Rowley advised that there is to be a comparison exercise with another pollinator project which has followed an alternative method.

1044/18/19**Compost Enrichment**

The Townscape Manager advised that as a result of soil being changed in some of the big planters last year, the plants were looking much healthier and the problem of planters flooding had been solved. He suggested that rather than replacing the soil completely in other planters, there was a natural additive that could be added to enrich the compost. Following a general discussion the Chair proposed that a maximum budget of £300 be approved for the purchase of the compost additive. This was seconded by Councillor Sutton and carried unanimously.

RESOLVED

That a maximum budget of £300 be approved for the purchase of a natural additive to enrich compost in planters.

1045/18/19**Cladding of Tree Planters**

The Townscape Manager advised that the replacement tree planting had been very successful. It was noted that a scheme is in hand to clad the planters. Kendal College are working on a prototype which will be available in June. This is a joint project with the Environment & Highways Committee. It was agreed that this be added to the agenda for the next meeting.

RESOLVED

That the cladding of tree planters be added to the agenda of the next Committee meeting in June.

1046/18/19**Westmorland Horticultural Society**

For the last 2 years Committee have supported the Westmorland Horticultural Society's Awards Ceremony in September. Janine Holt asked Members whether they wished to continue offering their support. This was agreed.

RESOLVED

That Committee continue to support the Westmorland Horticultural Society's Awards Ceremony in September.

1047/18/19**Hanging Baskets**

Brian Harrison advised that costings were required from Horticare if Committee wanted to support the hanging baskets project via the BID newsletter. This was for businesses to purchase hanging baskets. Caroline suggested Brian Harrison contact Shelly at Horticare. She noted that Horticare are selling hanging baskets if BID wished to promote this. Janine Holt added that details could be published on the KTC website if Brian Harrison supplied the relevant information.

1048/18/19**Green Wall**

Councillor Edwards had concerns regarding the location of the proposed green wall and asked whether this Committee could liaise with the Environment & Highways Committee in this respect. Councillor Rowley had undertaken a significant amount of research on green walls and also had concerns regarding how effective the proposed green wall would be at reducing air pollution. He advised that he was working on a paper to present to Full Council at the next meeting in May. Councillor Rowley also raised the matter of railings around town which are generally not well liked. He was looking into the idea of 'greening' existing railings. He remarked that if the green wall was to go ahead, it needed to be evidence driven and it was essential to get it right. In his opinion the green wall is unlikely to improve air quality.

1049/18/19**DATE OF THE NEXT MEETING**

That the next meeting will be held on Monday 10th June 2019 at 7pm.

The meeting closed at 8.23pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
1035	Tree Pruning on Aynam Road	RES	Caroline Stuart to chase up costings for tree pruning on Aynam Road
1035	Remaining Budget	RES	Janine Holt to speak to Treasurer regarding remaining budget from last financial year being directed towards the Oxenholme Residents Association project.
1035	Councillor Nominations for Gardens and Community Spaces	RES	Councillor nominations for gardens and community spaces to be flagged up at the May meeting of Full Council.
1036	Kendal in Bloom and Cumbria in Bloom	RES	That Janine Holt follow up suggestions for entries in the Community Entries category of the KIB competition. Also follow up the suggestion of partnership work between KTC and BID.
1037	Cumbria in Bloom 2019 Entry	RES	<ol style="list-style-type: none"> 1. Draft route required for consideration at the next Committee meeting in June. 2. That Members look at the CIB website and give consideration to the various categories
1038	Crocuses	RES	That Committee support the Rotary Club and grant £350 plus VAT (plus £5 delivery) for the purchase of crocuses for 2019.
1039	Keeping Kendal Mint Clean	RES	Chair to forward details of forthcoming litter picks to Janine Holt for inclusion on KTC website. Also forward a list of volunteers' names to Janine who will invite them to the presentation evening.
1040	Items for the Newsletter	RES	<ol style="list-style-type: none"> 1. That Janine Holt contact organisers of the 'pots of joy' project with a view to them entering the Community category of the KIB competition. 2. That Committee approve the purchase of plants and compost for edible planters at a cost of £25.
1044	Compost Enrichment	RES	That a maximum budget of £300 be approved for the purchase of a natural additive to enrich compost in planters.
1045	Cladding of Tree Planters – Agenda Item for Next Meeting	RES	That the cladding of tree planters be added to the agenda of the next Committee meeting in June.

1046	Westmorland Horticultural Society	RES	That Committee continue to support the Westmorland Horticultural Society's Awards Ceremony in September.
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Terms of Reference for Kendal in Bloom Committee

The Committee

Kendal in Bloom Committee exists to stimulate and co-ordinate efforts to make the town more attractive to live and work in and to visit.

The Committee will facilitate the year-round plantings in the town. It will encourage care for the environment and actively promote sustainability. It will be responsible for organising the annual Kendal in Bloom competition and the town's entries to Cumbria in Bloom and Britain in Bloom, if appropriate.

In addition to its allocation of funds from the Council Tax precept, the Committee will seek to raise money from sponsorship within the community and by other means as decided from time to time.

The Kendal in Bloom Committee meeting shall be held quarterly usually on a Monday evening. Further meetings may be called if necessary.

The Chairman

The role of the Chairman of the Kendal in Bloom Committee is to provide direction and ensure Committee members work together. The Chairman's duty is to ensure this end is achieved with consensus.

The Chairman will need to ensure:

all points of view are given a fair hearing,

all relevant information is available at the meeting,

that Committee members are clear about the reasons for a decision,

that irrelevant matters are not brought to Committee,

the Committee is protected from outside interference,

that a friendly atmosphere is created and

that business is conducted with reasonable speed.

The Chairman will liaise with the Assistant to the Town Clerk on drawing up agendas' approve draft Minutes and support the Assistant to the Town Clerk, as appropriate, in the implementation of the Kendal in Bloom Committee actions.



Cumbria in Bloom 2019 Judging Tour Itinerary for Kendal

Date to be confirmed, first 2 weeks in July

Judging Tour Allocation – 3 hours including a 30 minute press call and presentation.

TIME	LOCATION	Discussion Items/To do	Stop Time
	Castle Green Hotel for the start of the tour.		
	Refreshments and welcome presentation by the Chairman of KIB Committee	Slide show presentation of all projects	
	View Castle Green gardens on the way to the car		
	Proceed towards Heron Hill School down Parkside Road. Enter estate and use the route around Lingmoor Rise	We we like to visit Heron Hill again	
	Arrival at Heron Hill School	Meet members of Gardening Club	25 mins
	Leave Heron Hill School towards Burton Road Cross Romney Bridge Turn Left onto Milnthorpe Road Turn Left into Bellingham Drive	<ul style="list-style-type: none"> • Edible Planters at Leisure Centre • Crocus Planting by Rotary in Verge • Romney Roundabout 	
	Proceed towards Horticare Arrival at Horticare	Point out Ford Park Take nicest route into estate Discuss plans for roundabout near Horticare	15 mins
	Leave Horticare and exit the estate via Bellingham Road	Point out nice residential gardens	
	Helsington Laithes	This year we have a residential garden as an entry, would we like to include it on the tour	
	Turn onto Minthorpe Road and proceed into Town.	Point out Hawesmead Park & Statue, make reference to it being symbolic of Unity. Rings on near college Town Crest & new rose bed at Parish Church	



Cumbria in Bloom 2019 Judging Tour Itinerary for Kendal

Date to be confirmed, first 2 weeks in July

		Mention bunting. Should we erect our KIB banner? View Gillinggate Park	
	Depart vehicle at Brewery and view the gardens there		5 mins
	Leave Brewery Gardens and walk into Town, pop head in Marvic Court and walk into Sandes Hospital Yard. Proceed past the Town Hall	Meet John Bateson – Civic Society	25 mins
	View Birdcage, cross over and look at the yards with floral displays along Highgate (Smokehouse, fleece inn yard) Old Shambles		
	Proceed up the main street, viewing planters on the way		
	Enter Blackhall Yard and view the hanging baskets by the businesses.	I will check if these are being put up this year.	
	Come out of Blackhall Yard and proceed to Fern planter near the library.	Meet with Terry	
	Nobles Rest Park. Meet some volunteers from the Friends of Nobles Rest	Meet volunteers from Friends of Nobles Rest	
	Return to the vehicle and head towards Queens Road		
	View community garden, Kendal Fell triangle on Queens Road Or would we like to view Rosemary garden project this time?		
	Also in this area we have the fern garden? This is probably worth viewing.		
	Leave the community garden and proceed across to Kendal Green and do a full circuit of the green. Do members think this is worthwhile?	View and explain the oak tree if time permits.	
	Proceed down Caroline Street and exit onto Windermere Road	Point out Methodist Church garden.	



Cumbria in Bloom 2019 Judging Tour Itinerary for Kendal

Date to be confirmed, first 2 weeks in July

	Turn L at Sandes Ave & R into Blackhall Road and view planting on bus station and Civic Society Garden	Point out Bus Station planting	
	Proceed along New Road and point out the New Road common land		
	Point out Jenning Bridge Area on the way past	View planting	
	Head back to Sedbergh Road allotments, walk through the allotments, mention polytunnel and bee hives. Proceed towards the joint Age Uk and composter plot & and speak with volunteers.	Meet Age Uk volunteers. Possible speak with Pierre as master composter.	
	Return to vehicle.		
	Tour Complete. Arrival back at Castle Green, refreshments available.		

KENDAL TOWN COUNCIL - KENDAL IN BLOOM COMMITTEE

BUDGETARY CONTROL STATEMENT: EXPENDITURE TO 31 MAY 2019

2019/20 Approved Budget	Heading	Actual to date	Commitments	Total to date	Budget Remaining
£		£	£	£	£
	Expenses:				
17,190	Staffing	2,865	14,325	17,190	0
17,000	Floral Displays - summer planting			0	17,000
5,000	Community Projects	60	380	440	4,560
1,500	Installation & Maintenance	60	545	605	895
1,200	Vehicle Running Costs	347	334	681	519
1,700	Kendal in Bloom Competitions	80		80	1,620
43,590	Sub-Total	3,412	15,584	18,996	24,594
	Receipts:				
(500)	Sponsors	(750)		(750)	250
43,090	Total:	2,662	15,584	18,246	24,844
	Action Plan Projects:				
1,900	SLACC Pollinator Project			0	0
				0	0
1,900	Total:	0	0	0	0