

Kendal Town Council

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



8 April 2024

To Members of the Culture and Communities Committee

Cllr L Edwards	Cllr M Helme (Vice-Chair)
Cllr H Ladhams (Chair)	Cllr S Long
Cllr C Russell	Cllr K Simpson
Cllr R Sutton	Cllr P Thornton
One Vacancy	

You are summoned to attend a meeting of Kendal Town Council Culture and Communities Committee on Monday, 15 April 2024, at 7.00 p.m., in the Georgian Room at the Town Hall, Highgate, Kendal.

Distributed to other members of the Council for information only.

Yours faithfully

A handwritten signature in black ink, appearing to read 'A B' followed by a flourish.

Chris Bagshaw
Town Clerk

AGENDA

Public Participation

Any member of the public who wishes to ask a question, make representations or present a deputation or petition at this meeting should 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.

1. Apologies

To receive and accept any apologies. If accepted, apologies will be considered to be for reasons approved by the council under the terms of Local Government Act 1972, s85.

2. Declarations of Interest

To receive declarations by members and/or co-optees of interests in respect of items on this agenda.

3. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To consider whether there are any agenda items during consideration of which the press and public should be excluded.

4. Minutes from the Last Meeting (pages 3 to 10)

To receive the minutes of the meeting of the Culture and Communities Committee held on 19 February 2024 and to authorise the Chair to sign them as a true record (see attached).

5. Minute Action Sheet (pages 11 to 12)

To consider a report on actions taken by officers on resolutions or recommendations made at previous meetings (see attached).

6. Budget Monitoring (pages 13 to 14)

To consider the Culture and Communities Committee 2024-25 budget as at 7 April 2024 (see attached). A list of grant allocations in the previous financial year will follow.

7. Community Grant Applications (pages 15 to 31)

To consider the following applications for Community Grants (see attached):

- (a) Gateway Church
£1,000 per annum for three years (£3,000 in total)
To continue to fund the Community Hub for the next three years. Estimate costs for the current year £9,229.35. The leaflet drop will only go ahead if funds are available.
- (b) Kendal Community Theatre
£1,000
Towards cost of hire of Castle Street Centre for the production of Kendal community event "The Hound of the Baskervilles" during week 8 to 15 December 2024.
- (c) Netherfield Bowling Club
£500
Towards work to carry out deep aeration of the bowling green.
- (d) Netherfield Bowling Club
£5,000 over three years
Waterlogging relief/future proofing the green; floodlights; site maintenance; Crown Green Bowls promotion.

8. Christmas Lighting 2024

To receive a brief verbal report on the preparations for the Christmas lighting display and switch-on in 2024 and make any necessary decisions.

9. Grants and Funding Criteria (page 32)

To receive a report from the Grants and Funding Criteria working group (see attached) and make any necessary decisions.

10. Festival Grant Applications

There are currently no grant applications to this budget to be considered.

11. Community Resilience

To receive a brief verbal report from the Clerk on the progress of Community Resilience planning.

Background

The Council's application for funding will be considered by Cumbria Community Foundation on 14 May 2024. The funder requires a safeguarding policy, which is now in draft form awaiting Management committee consideration.

Kendal Town Council

Town Hall, Highgate, Kendal LA9 4ED

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Minutes of a meeting of the Culture and Communities Committee held on Monday, 18 February 2024, at 7.40 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr L Edwards	Present	Cllr M Helme (Vice-Chair)	Present
Cllr H Ladhams (Chair)	Present	Cllr S Long	Present
Cllr C Russell	Present	Cllr K Simpson	Present
Cllr R Sutton	Present	Cllr P Thornton	Present

In attendance: Town Clerk (Chris Bagshaw) and Democratic Services Assistant (Inge Booth) and two members of the public.

Public Participation

In relation to Agenda Item No.10(d) (Community Grant Applications – Stricklandgate House) Jill Salmon, the Centre Manager, joined by David Sykes, Trustee, provided a short presentation on their project, **‘Stricklandgate House 4 sustainable heritage – where heritage meets the day-to-day’**. The project was to ensure a long-term sustainable future for Stricklandgate House which had been established in 1993 and which was home to 16 tenant charities, a workplace for circa 115 employees and 26 volunteers and, in addition, 15 Independent Counsellors and 15 from other charities providing counselling services. Stricklandgate House provided offices, conference and meeting rooms for charity and community use, with circa 15,000 per year people accessing the services provided. Stricklandgate House was a Grade II listed Georgian Town House, a former home, Kendal's first bank, museum and former council offices.

The project was being developed in order to provide resilience for services provided by and through Stricklandgate House, to address accommodation needs, engage community in understanding and valuing heritage, engage community in delivering net zero, to demonstrate a sustainably managed listed heritage building and to enable asset based community development. There were two main parts to the project. Firstly, Stricklandgate House had been working with architects to develop a concept design for revealing and conserving the heritage features of the house and to re model the modern annexe. Secondly, the project was to engage the broadest range of people with the heritage of Stricklandgate House and its influence in Kendal and Westmorland.

Details of how the project would be funded were provided, the whole project cost estimated to be in the region of £4.75m, with the development phase costing around £300,000, for which the National Lottery Heritage Fund had invited Stricklandgate House to make an application for funding. Westmorland and Furness Council had approved a £25,000 contribution towards the Development Phase and the Town Council's support for £5,000 towards the Development Phase was now being sought. Together, this £30,000 would provide the required match for Development Phase Lottery Funding. It was felt that the Town Council's support would be invaluable, not just in finance, but in the purpose, influence and connections the Council had to see improvements in the social, economic and environmental wellbeing of the town and residents.

CC13/2023 Apologies

The Town Clerk drew attention to the fact that, whilst Cllr R Edwards' name appeared on the Membership of the Committee on the front sheet of the agenda, she had previously resigned and was no longer a Member of the Committee. One vacancy, therefore, remained.

There were no apologies for absence, all Members being present.

CC14/2023 Declarations of Interest

Cllr L Edwards declared an interest in Agenda Item No.9(c) (Festival Grant Applications – Kendal Pride) and Cllr C Russell declared an interest in Agenda Item No.10(d) (Community Grant Applications – Stricklandgate House) as outlined below at Minutes Nos.CC22/2023 and CC23/2023 respectively.

CC15/2023 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

There were no excluded items on the agenda.

CC16/2023 Community Grant Applications – (d) Stricklandgate House

Note – Cllr C Russell declared an interest in this item of business by virtue of the fact that he was a Trustee of Stricklandgate House and left the Council Chamber during the discussion.

The Chair moved discussion on this item up the agenda in order to provide the representatives from Stricklandgate House the opportunity to answer questions raised by Members. The Town Clerk referred to Agenda Item No.6(b) (Budget Monitoring – Grants Awarded to Date 2023-24), drawing attention to the current over subscription on grants.

The representatives provided responses to Members' queries, explaining that there would be an approximate increase in conference space of 70%, elaborating on the role of the Project Officer which the Town Council's funding would support in financing and reiterating the need for match-funding.

The Chair suggested at this point that the Committee return to the agenda and, under the items relating to applications for funding, for all the grants to be looked at en bloc prior to decisions to being made in relation to individual awards.

CC17/2023 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the meeting of the Culture and Communities Committee held on 30 October 2023 and to authorise the Chair to sign them as a true record.

CC18/2023 Minute Action Sheet

Resolved: To note the actions taken by officers on resolutions or recommendations made at previous meetings of the Culture and Communities Committee.

CC19/2023 Budget Monitoring 2023/24

(a) The Committee considered its budget monitoring report for 2023/24 as at 31 January 2024. The Town Clerk drew attention to a slight overspend on Christmas Lights and to the fact that the Christmas Electricity Bill, expected to be in the region of £850, had not yet been received or paid.

Resolved: To receive and note the report.

(b) The report included details on the allocations to grant recipients to date. £3,204 remained in the current Community Grants budget and £6,953 in the current Festival Grants budget. Attention was drawn to the fact that, if the total amount of money applied for exceeded the in-year budget, then grants could be awarded from the following year's budget. This allocation would then be reported to the next meeting of the Committee at which grants were considered as expenditure in that financial year. The Budget allocations for 2024-25 were £43,000 (Community Grants) and £23,000 (Festivals).

Resolved: To receive and note the report.

CC20/2023 Christmas Lighting 2024

(a) The Committee considered a report on the preparations for the Christmas lighting display and switch-on in 2024.

The electrical infrastructure had been showing signs of aged wear and tear recently. The vast majority of the equipment had been in use for over 20 years, since Kendal Town Council had first taken over the management of the Christmas lights. In addition, there had been some storm damage which was compromising the safety of some of the equipment. Details of these issues together with what was required to address them were contained within the report, around power supply points and timers, problematic power supplies and storm damage.

In short, the following were considered to be essential:

- To supply 11 power supply points and replace timers - £1,990.
- Test and certify 11 power supply points - £1,265.
- Specific location anchor point testing, to include replacement of catenary wires - £995.
- Replace defective catenary wires - £95 per wire.

Those items considered to be optional were:

- Move supply from Town Hall - £1,260.
- Lower supply from height and replace with new weatherproof supply box - £1,080.

All work was to be carried out by a NAPIT, HERS registered electrical contractor with full insurance cover.

The Committee was being asked to consider the infrastructure repairs/upgrades and to make a decision on whether to undertake the work. The Town Clerk drew attention to the Christmas Lights Budget, pointing out that no money remained in the current year. In addition, he explained that the £5,000 remaining in the current Christmas Lights and Festivals Infrastructure and Maintenance Budget was not sufficient to cover the costs outlined within the report. He drew attention, however, to the 2024/25 Christmas Lights Budget of £30,000 from which, he said, money could be borrowed.

Member supported moving forward with the essential repairs, with the optional items being re-visited at a later date.

Resolved: To approve moving forward with the essential repairs outlined within the report and, if necessary, to vire any additional sum required from elsewhere in due course.

(b) The Committee was further informed that the Christmas Lights contract with the current supplier would come to an end in July 2024. This provides the Council with the opportunity to review the scheme.

Details of the current position were provided. Kendal currently owned all the equipment and this model had been in place for approximately 20 years. Although owning the equipment might save with ongoing annual costs, it did present some problems around responsibility for all the ongoing repair costs and call-out charges for failed equipment throughout the season, the ad hoc purchasing of additional motifs, etc., resulting in an uncoordinated display and, due to the high cost of replacing equipment, the display becoming rather quickly dated.

The Council Services Officer had met with three different suppliers to discuss how to improve the scheme in Kendal.

It was, therefore, being proposed to phase out the equipment owned by the Council, resulting in the hiring of the complete scheme by the end of the contract period. The benefit of hiring a scheme was that it could be changed/updated regularly, it eradicated repair and call-out costs and it kept the scheme looking fresh and coordinated.

Due to the expanse of the scheme, it was felt wise to have a three-year plan concentrating on specific areas, with the first year to concentrate on the main area through the centre of Town (Kirkland through to Stricklandgate).

Details around Years 1, 2 and 3 suggestions were provided within the report.

The Town Clerk sought the Committee's endorsement of the approach outlined.

The Committee discussed the matter at some length, drawing particular attention to how well appreciated the Christmas Lights were by residents and to the need for an ambitious project. The Town Clerk answered a number of queries raised by Members, also suggesting that a lot more work needed to be carried out in relation to the suggestions. It was pointed out that next Christmas was not far off and that there was an urgent need for a total project costing over three years for the various options, prior to April 2024. The Town Clerk suggested, therefore, that a small working group be established to examine the costs and to seek the most appropriate model for recommendation to the Committee. Also suggested was the need to involve Kendal BID.

Resolved: To establish a working group made up of Cllrs M Helme, H Ladhams and P Thornton, to examine the costs of the proposals outlined within the report and to seek the most appropriate model for recommendation to the Committee.

CC21/2023 Grants and Funding Criteria

The Committee was asked to review the current Grants and Funding Criteria. The Council currently offered grants under four headings, two of which were budget lines under the Culture and Communities Committee.

Currently the criteria for awarding a grant were fairly simple. Applicants had to be:

- Not for profit.
- Serving Kendal and its people.
- Able to show how they are combating discrimination (they should have an equalities policy).
- Able to show how they are contributing to Net Zero and combatting the causes of Climate Change or supporting nature recovery.
- Able to show that they have governance arrangements in place (by showing they have a constitution), and that the safeguarding of children and vulnerable adults has been a consideration.
- Able to show they have a bank account.

For smaller grants, particularly Festivals, the Council had exercised a modicum of discretion in order to assist start-ups which struggled with capacity. This had included, without prejudice and on a case by case basis, waiving the requirement for a constitution or three signatories. Currently, all grants over £5,000 had to be approved by Full Council. Grant forms had last been last overhauled in 2022.

Attention was drawn to the fact that any changes proposed to the funding criteria at this meeting would apply to subsequent meetings, providing all applicants had been made aware of the changes. Those applications to be presented to this meeting would be considered under the current criteria.

It was pointed out that, with the Culture and Communities Committee being a new committee, there was need to seriously review the criteria, particularly bearing in mind the priorities of the new Plan for Kendal. Attention was, though, drawn to the fact that this was not a large grant awarding body and that the current criteria were simple and perfectly suitable for a diverse range of people within the community. It was also acknowledged, however, that a refresh of the criteria was required, especially in relation to applications for small sums from individuals. Also to be borne in mind was the need to re-consider regular applicants who had come to expect funding from the Town Council but who may not necessarily meet the criteria. The need to ensure that those organisations serving the community of Kendal were supported was felt to be of paramount importance. To this end, it was suggested that a working group be formed to give full consideration to the criteria and to report back to the Committee prior to the outcome being reported within the minutes to and being received by Full Council prior to implementation. The Town Clerk also drew attention to those recipients of funding which the Council had powers to support, for example the Citizens' Advice Bureau and Kendal Museum. He suggested that these types of organisations should be removed from the lottery of grant applications and provided instead with a dedicated budget heading.

Resolved: To form a working group of Cllrs L Edwards, H Ladhams, C Russell and K Simpson, to give full consideration to the Town Council's Grants Criteria and to report back to Committee prior to the outcome being reported within the minutes and being received by Full Council prior to implementation.

CC22/2023 Festival Grant Applications

Note – Cllr L Edwards, having previously declared an interest under Minute No.CC14/2023 above by virtue of her involvement in Kendal Pride, left the Council Chamber during voting on the amounts to be awarded to each organisation. Cllr R Sutton, under this item, declared interests by virtue of his involvement in relation to Kendal Community Theatre, Kendal Walking Festival and Kendal Unity Festival, and also left the Council Chamber during voting on the amounts to be awarded to each organisation.

The Committee first gave full consideration to each of the applications prior to making decisions on figures in relation to festival grant funding, as follows:

(a) *Lakes International Comic Art Festival - £2,000*

The grant, if approved, would be used to support provision of full day outreach workshops in four primary schools in Kendal.

Resolved: Not to offer a grant.

(b) *Kendal Community Theatre - £250*

The grant, if approved, would be used to support in covering publicity with regard to raising awareness of May Fest across Kendal.

Resolved: To offer a grant of £250.

(c) *Kendal Pride - £4,500*

The grant, if approved, would be put towards Kendal Pride 2024.

Resolved: To offer a grant of £3,500.

(d) *Kendal Walking Festival - £3,226*

The grant, if approved, would be put towards Kendal Walking Festival 2024.

Resolved: To offer a grant of £1,200.

(e) *Kendal Unity Festival - £3,000*

The grant, if approved, would be put towards costs, including venue hire, volunteer training, etc.

Resolved: To offer a grant of £2,000 over a two year period, subject to receipt of further information and fuller dialogue.

CC23/2023 Community Grant Applications

Note – Cllr C Russell, having previously declared an interest under Minute No.CC14/2023 above by virtue of being a Trustee of Stricklandgate House, left the Council Chamber during discussion and voting on this item.

The Committee first gave full consideration to each of the applications prior to making decisions on figures in relation to community grant funding, as follows:

(a) *Kendal Choral Society - £500*

The grant, if approved, would be put towards the purchase of purpose-built staging.

Resolved: To offer a grant of £500.

(b) *Kendal Schools cycle maintenance and skills workshop - £2,160*

The grant, if approved, would be used to fund trial workshops in partnership with four Kendal schools.

Resolved: To offer a grant of £1,900.

(c) *North West Air Ambulance - £5,000*

The grant, if approved, would be put towards the ongoing costs of the Charity's consultant doctors.

Resolved: To offer a grant of £2,056.

(d) *Stricklandgate House - £5,000*

The grant, if approved, would contribute to financing the role of Project Development Officer.

Resolved: To offer a grant of £5,000.

(e) *Westmorland Orchestra - £2,740*

The grant, if approved, would be used to pay professional fees for conductor and leader, and soloist's fees, for its first concert on 24 March 2024.

Resolved: To offer a grant of £2,740.

CC24/2023 Community Resilience

The Town Clerk provided a brief verbal report on the Community Resilience Planning project being run by Action with Communities in Cumbria (ACT). He referred mainly to the Town Council's bid to the Cumbria Community Foundation for £2,000 to £3,000 and explained how the Town Council would employ a Community Resilience Officer.

Raised was the need to continue to develop voluntary work, it being pointed out that those volunteers who had come forward in relation to emergency work were keen also to become involved in festival work, thus creating an essential community network along the lines of a council for voluntary services. It was also suggested that this role should be office based in order for the postholder to be able to more easily network and so that the Town Council could also learn from the postholder.

Resolved: To note the verbal report.

Note – At 9.30 p.m., in accordance with the Council's Standing Orders No.3 Meetings Generally x, a meeting shall not exceed a period of 2 hours, the Committee voted to continue the meeting.

CC25/2023 Town Partnerships

The Committee was presented with an update on the activities of Kendal Business Improvement District (BID) and Kendal Futures with regards to the development of a Calendar of Events and other matters relating to the promotion of the Town. Details of those events of which the Council had been notified so far this year were provided.

Resolved: To note the report and Calendar of Events.

Also raised under this item was the issue of the repairs required to the Birdcage, potential involvement by Kendal BID and Kendal Futures, and the need for community engagement through a partner organisation, for example, Kendal Civic Society. The Town Clerk pointed out that this issue fell within the remit of the Environment Committee. It was, however, suggested that the Culture and Communities Committee's role should be realigned, with the Birdcage and Markets potentially being more suitable to its thriving communities and business aspirations. The Town Clerk suggested that this proposal should be put before the Management Committee.

Resolved: To ask the Management Committee to consider moving both the issue of the Birdcage and Markets into the remit of the Culture and Communities Committee.

This led to discussion on Kendal Market and the potential for the Town Council to take on lead position on this aspect, with it having a more direct focus on the Town. Proposed was the potential for Cllrs S Long and C Russell to represent the Town Council in relation to the Market. The need for the Committee to focus its attention on the best way forward for both the indoor and outdoor markets was stressed, particularly with Cllrs H Ladhams and P Thornton being part of the Town Team. The need for this to be included as an item on a future agenda was also raised. The Town Clerk explained that membership of the Town Team was a decision for the Management Committee to decide on. Attention was drawn to the fact that a meeting was due to be held by the Town Team with regard to the Market and Westmorland and Furness Council's new vision for the Market. Following this, that vision could be brought before the Culture and Communities Committee for discussion. Members, were, however, keen for involvement by the entire Committee at that meeting.

Resolved: To seek for all Members of the Culture and Communities Committee to be invited to the Town Team meeting relating to Westmorland and Furness' vision for the Market.

The meeting closed at 9.50 p.m.

ITEM NO.5 - Culture and Communities Committee - Minute Action Sheet - as at 8 April 2024							
Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
16/10/2023	CC6/2023	New Terms of Reference	The Chair to raise the issue of Visit Kendal with the Management Committee.				
16/10/2023	CC6/2023	New Terms of Reference	The next meeting of the Committee to be followed by a meeting of the SoSA management committee, which ought to consider the criteria for funding applications.				held over to future meeting
16/10/2023	CC7/2023	Budget Monitoring 2023/24	The Clerk to look at the scope for clarifying the presentation of the report from the Council's Finance system to ensure that members can fully understand what is being presented to them.				Work in progress
19/02/2024	CC20/2023	Christmas Lighting 2024	To establish a working group made up of Cllrs M Helme, H Ladhams and P Thornton, to examine the costs of the proposals outlined within the report and to seek the most appropriate model for recommendation to the Committee.				Working group to convene late April for presentations from contractors

Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
19/02/2024	CC21/2023	Grants and Funding Criteria	To form a working group of Cllrs L Edwards, H Ladhams, C Russell and K Simpson, to give full consideration to the Town Council's Grants Criteria and to report back to Committee prior to the outcome being reported within the minutes and being received by Full Council prior to implementation.			26-Mar-24	Working group has met once but will require a further meeting to finalise recommendations
19/02/2024	CC25/2023	Town Partnerships	To ask the Management Committee to consider moving both the issue of the Birdcage and Markets into the remit of the Culture and Communities Committee.				To be considered by Management Committee in context of Heart of Kendal and other issues
19/02/2024	CC25/2023	Town Partnerships	To seek for all Members of the Culture and Communities Committee to be invited to the Town Team meeting relating to Westmorland and Furness' vision for the Market.			22-Mar-24	Meeting held with W&F officers and consultant

16:43

Kendal Town Council
Annual Budget - By Centre (Actual YTD Month 12)
Note: Full Budget Statement

		<u>22/23</u>		<u>23/24</u>					<u>24/25</u>			
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
400	<u>Audit, Grants & Charities</u>											
4690	AG&C Community Grants	41,000	37,300	0	0	43,000	0	43,000	35,000	43,000	0	0
	Overhead Expenditure	41,000	37,300	0	0	43,000	0	43,000	35,000	43,000	0	0
	Movement to/(from) Gen Reserve	<u>(41,000)</u>	<u>(37,300)</u>			<u>(43,000)</u>		<u>(43,000)</u>	<u>(35,000)</u>	<u>(43,000)</u>		
430	<u>Christmas Lights & Festivals</u>											
4800	Christmas Lights Exp	17,500	11,437	0	0	22,726	4,725	27,451	20,789	30,000	0	0
4805	Christmas Lights Infra	10,000	8,112	0	0	0	0	0	0	5,000	0	0
4810	Christmas Electricity	750	1,268	0	0	850	0	850	1,475	1,100	0	0
4815	Christmas Switch On	3,500	3,881	0	0	6,742	1,728	8,470	9,831	10,000	0	0
4820	CL&F Bunting	1,250	1,004	0	0	1,250	0	1,250	265	1,500	0	0
4825	Jubilee/Coronation	5,000	3,273	0	0	6,032	0	6,032	6,032	0	0	0
4826	Cultural Initiatives	0	0	0	0	0	0	0	0	5,000	0	0
4830	CL&F Festival Grants	30,000	27,000	0	0	25,000	0	25,000	24,927	23,000	0	0
	Overhead Expenditure	68,000	55,976	0	0	62,600	6,453	69,053	63,318	75,600	0	0
6000	plus Transfer from EMR	0	0	0	0	0	0	0	6,453	0	0	0
	Movement to/(from) Gen Reserve	<u>(68,000)</u>	<u>(55,976)</u>			<u>(62,600)</u>		<u>(69,053)</u>	<u>(56,865)</u>	<u>(75,600)</u>		
	Total Budget Income	0	0	0	0	0	0	0	0	0	0	0
	Expenditure	109,000	93,276	0	0	105,600	6,453	112,053	98,318	118,600	0	0
	Net Income over Expenditure	<u>-109,000</u>	<u>-93,276</u>	<u>0</u>	<u>0</u>	<u>-105,600</u>	<u>-6,453</u>	<u>-112,053</u>	<u>-98,318</u>	<u>-118,600</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	0	0	0	0	0	0	6,453	0	0	0

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16:43

Kendal Town Council

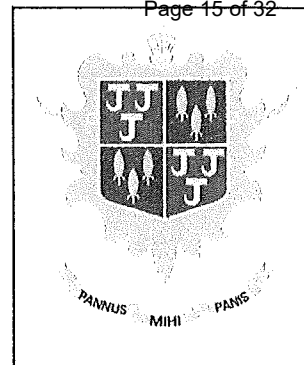
Annual Budget - By Centre (Actual YTD Month 12)

Note: Full Budget Statement

	<u>22/23</u>		Brought Forward	Net Virement	<u>23/24</u>		Total	Actual YTD	<u>24/25</u>		Carried Forward
	Budget	Actual			Agreed	EMR			Agreed	EMR	
Movement to/(from) Gen Reserve	<u>(109,000)</u>	<u>(93,276)</u>			<u>(105,600)</u>		<u>(112,053)</u>	<u>(91,865)</u>	<u>(118,600)</u>		

Kendal Town Council

Community Funding Proposal 2022-2023



Please use this form to make a Community Funding Proposal for your organisation from Kendal Town Council. You must complete all the boxes on the form and submit it along with the required paperwork. On receipt of this form you will be given a date when your application will be considered by the relevant committee. You can use additional pages if you require.

Name of Project	Principal Contact
Community Hub	David Grey
Address of organiser	Address of contact
Gateway Church Kendal Office 4, South Lakes Foyer, Yard 95 Stricklandgate Kendal LA9 4RA	[REDACTED]
Date of application	18 th February 2024
Telephone	[REDACTED]
E-mail	[REDACTED]
Organisation website	https://gatewaychurchkendal
Description of proposal	
<p>Gateway Church is a church in the community for the community and strives to make bridges into our community and to work with the community.</p> <p><u>Neighbourhood Chaplains</u></p> <p>Most of Gateway Church's outreach work is undertaken through our social action team (who are called Neighbourhood Chaplains). The Neighbourhood Chaplains scheme was established in January 2020 (shortly before the coronavirus pandemic struck) with the principal aim of serving the needs of those of all ages isolated within their communities through a befriending scheme to reduce social isolation and encourage community cohesion and resilience.</p> <p>Initially our neighbourhood chaplains worked in 3 deprived areas of Kendal to connect with local residents; listen to them and provide practical help where required e.g clearing out garden sheds or</p>	

outhouses (usually in the case of a bereavement), erecting wardrobes, gardening, in one case providing a TV and helping the client learn how to work it, etc.

Warm Bank/Community hub

The cost of living crisis in 2022 led us to establish our Warm Bank as a logical extension of our Neighbourhood Chaplains work. This started on 5th October 2022, meeting in the Town Hall every Wednesday morning from 10.00am -1.00pm. Numerous items of warm clothing, hot water bottles, blankets etc. were given away and numerous leaflets targeting warmth, house insulation etc. were distributed. We provided a warm safe place for people to come to stay warm and reduce their heating bills with unlimited free hot drinks and biscuits.

We had intended to close at the end of March 2023 but our regular visitors said how it provided them with a purpose and wanted us to continue so we evolved into a Community Hub. Essentially though we are doing the same, providing a safe, welcoming place for people to come, to chat, to play games, to socialise, to belong and to feel wanted. Also, of course to keep warm and have unlimited free hot drinks and biscuits. Our leaflet table (effectively an information centre) is well frequented and any number of leaflets on a wide range of topics are freely available.

The Community Hub helps to reduce isolation, reduce loneliness (through befriending), provides practical support, encourages community cohesion, and signposts and refers those who may need more specialist help to appropriate agencies such as the food bank, Christians Against Poverty (CAP) (debt counselling) and numerous other organisations.

For the majority who do not require signposting/referring, the Hub provides friendship, a safe and welcoming place and gives clients a sense of belonging.

Recent comments from our regular visitors include:

“To have a natter, gets you out of the house, makes it worthwhile getting up in the morning”.

“If I wasn't here, I would just be sat watching the telly and staring at the 4 walls.”

“Such an important facility to offer, I benefit when I come here”.

“Nice to be in a room with others talking; it lifts your spirits.”

“Gets people out. No barriers, I feel welcomed, it makes a huge difference to the lonely”

How much funding do you require in total?	£9,229.35 pa.
How much funding are you requesting from the Town Council (maximum £5,000)	£1,000.00 pa for 3 years, £3,000.00 in total.
Over how many years would you like this funding to be in place? (max 3 years)	Three years




<p>Have you approached other funding sources? If so, please list them and the amount you have applied for.</p>	<p>Yes. We are supported by Cumbria Community Foundation and the Freida Scott Charitable Trust but both grants cover a number of types of expenditure, not exclusively for the Community Hub.</p> <p>We have applied for £4,500.00 from Westmorland and Furness Council but that application is on hold until the next financial year (April 2024) at which time it should be clear if funds are going to be available.</p> <p>We will also be applying for grants from a couple of small local charities who have helped us in the past.</p>
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<p>Tell us what you will do with funding from Kendal Town Council. Please include a breakdown of how it will be spent.</p> <p>To continue to fund the Community Hub for the next 3 years. Estimated costs for the current year attached - £9,229.35. The leaflet drop will only go ahead if funds are available.</p>
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<p>How will your proposal benefit the people of Kendal?</p> <p>By bringing people together in a warm, friendly and safe, non-judgmental atmosphere in order to combat isolation and loneliness promotes social cohesion. Bringing people together further encourages the development of friendships and provides opportunities to listen and chat with others, some of whom may have experienced similar problems. Helping people to feel wanted improves their mental condition.</p> <p>Providing a reason and a purpose for people to get out from their homes and reduces their energy costs.</p> <p>Please refer to the recent comments from some of our visitors on the preceding page.</p> <p>In addition, our trained neighbourhood chaplains are on hand in order to listen. Sometimes we are asked to make telephone calls to third parties such as energy suppliers, the council or other bodies on the visitor's behalf which can take a burden off the visitor's mind (and thereby assist their mental state).</p> <p>Our Neighbourhood Chaplains can refer or signpost visitors to other organisations providing specialist care when required.</p>

How does your proposal address the needs for diversity and equality?
<p>The Community Hub is open to all irrespective of appearance, race, gender, disability or any other feature. No-one is excluded: all are treated equally and with respect which promotes the reduction of in-equality.</p>
How will you evaluate the success of your proposal?
<ol style="list-style-type: none"> 1. Numbers attending, particularly those attending regularly. 2. Comments and feedback from those attending. 3. Number of volunteers assisting. 4. Number of referrals to other agencies (as necessary). 5. Suggestions made to improve or supply additional facilities, 6. Contacts made and relationships formed (between those attending). 7. Comments made from outside agencies.
Bank Details – How does the name of your organisation appear on your bank account?
<p>This is who we will transfer funds to, should your application be successful. You'll need to state the name, sort code and account number. Please note the Council cannot make payments to personal accounts.</p>
<p>████████████████████ ████████████████████ ████████████████████ ████████████████████</p>
Please include the following documents with your application
<ul style="list-style-type: none"> • Constitution of your organisation (Mission and values statement attached) • Last accounts and most recent bank statements (both attached)
Declaration
<ul style="list-style-type: none"> • I/we understand that grant money from Kendal Town Council must be used for the agreed purpose. • I/we will abide by the conditions of funding.

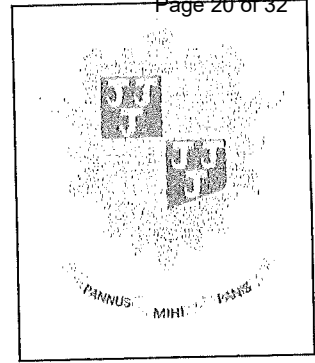
Please note that we require three signatures in order to present your application to Committee.

Signature		Name	Jonathan Gios	Position	Pastor/joint church plant leader / Trustee
Signature		Name	Pamela Gios	Position	Joint church plant leader
Signature		Name	David Grey	Position	Administrator + TRUSTEE

Please return completed forms by e-mail or post: Kendal Town Council, Town Hall, Kendal, LA9 4ED. Email: office@kendaltowncouncil.gov.uk
Form ref KTC

Kendal Town Council

Community Funding Proposal 2023-2024



Please use this form to make a Community Funding Proposal for your organisation from Kendal Town Council. You must complete all the boxes on the form and submit it along with the required paperwork. On receipt of this form you will be given a date when your application will be considered by the relevant committee. You can use additional pages if you require.

Name of Project	Principal Contact
Kendal community Event 'The Hound of the Baskervilles'	[REDACTED]
Address of organiser	Address of contact
Kendal Community Theatre Castle Street Centre Castle Street, Kendal LA9 4AD	[REDACTED]
Date of application	15/03/2024
Telephone	[REDACTED]
E-mail	[REDACTED]
Organisation website	n/a Facebook Kendal Community Theatre X @KendalTheatre
Description of proposal	
<p>We will be producing 'The Hound of the Baskervilles' December 10th to 14th at Castle Street Centre. This is a classic tale which has a comic twist and will be performed in a modern style. We will be working specifically with our actors on comic skills. In addition we will run a workshop on our LED stage lighting and offering a student technician the opportunity to operate lighting for the performances.</p> <p>This will be a family show which will have wide appeal.</p>	
How much funding do you require in total?	£9960
How much funding are you requesting from the Town Council (maximum £5,000)	£1000

<p>Over how many years would you like this funding to be in place? (max 3 years)</p>	<p>One year X</p>
<p>Have you approached other funding sources? If so, please list them and the amount you have applied for.</p>	<p>Cumbria Community Foundation £1000 We will allocate £3000 from our own funds We will also approach local businesses for support in kind. We will be planning fundraising events, last year we raised over £800 with a 12 hour Fairytale reading marathon at Kendal Library.</p>
<p>Tell us what you will do with funding from Kendal Town Council. Please include a breakdown of how it will be spent.</p>	
<p>Cost of hire of Castle Street Centre for Production Week Dec 8th to 15th £1000</p>	
<p>How will your proposal benefit the people of Kendal?</p>	

We are a totally inclusive charity run by volunteers. Our work shows benefit the people of all ages taking part, including actors, backstage crew, designers and set builders, by developing their skills, improving their self esteem and creating an enjoyable experience for all.

Audience – wise, as times are still difficult for many, we will continue to offer a 'Pay What You Can Afford' night, which continues to be hugely successful and we would like to continue our Schools Offer to those families in receipt of free school meals. We will maintain our ticket prices at the same level.

We will provide an enjoyable experience for our audiences and education in theatre practice for those taking part.

Kendal businesses and community projects benefit financially eg Men in Sheds, Castle Street Centre, Parish Hall, RSPCA etc. We 'shop local' wherever possible eg. for refreshments, printing, costumes and set and graphic design.

This year we will be liaising with RagTag Arts, Sandgate School, Manna House, Space to Create and No 3 Sedbergh Drive in line with our policy of inclusion and participation by the community.

We will take part in the Torchlight Festival.

We will offer an internship to a local student who wishes to develop their experience in theatre with a view to going into the profession.

How will your proposal address the challenges of Climate Change and help Kendal reduce its carbon footprint?

We use recyclable/reusable items wherever possible.

The materials for the set are reused or stored.

We use reusable plastic glasses (as Health and Safety requires)

We pay a monthly fee to store all our costumes and props for re-use in the Parish Hall of Kendal Parish Church.

Where necessary we car share to get people to rehearsals and to performances.

Because we are local many people can attend rehearsals on foot, as can audiences.

We shop for our costumes in props in various charity shops or get them on loan from local businesses.

Our Stage Lighting is LED.

How does your proposal address the needs for diversity and equality?

In line with our Constitution to provide theatre and practical training in theatre anyone who wishes to join in with our productions can do so. There are no auditions. We welcome people of all ages, nationalities, genders – female/male/trans-gender- abilities and the homeless. We have blind, autistic, deaf, people with mental health issues as actors and stage crew. The ages of our actors range from 8 to 80 years old, sometimes even older or younger.

We actively seek to create links with organisations which help people with special needs. We run parallel workshop rehearsals at Sandgate School prior to integrating the students in the full rehearsals and them participating in the show itself. This is hugely effective and we will continue that process consolidating those links and that the inclusion of young people from 3 Sedbergh Drive. Likewise we will continue our links with other community groups.

In the past we have worked with Manna House, Space to Create, The Riversiders, Ghyllside Steel Band, Westmorland Youth Orchestra and toured our work to local care homes.

We actively seek new members by taking a stall, and providing an activity in the Torchlight Festival.

We are very much aware that things are difficult for people at the moment, which is why we offer free membership to those in need and also the ticket offers detailed above to give everyone the opportunity to join in and see live theatre.

How will you evaluate the success of your proposal?

Internally, for administration purposes, a Timeline is set up for all aspects of production to which we adhere in order to keep us on track.

We set Outcomes and Objectives for our productions which include indicators for level of achievement.

We encourage feedback both during production and by email from participants.

We include a request for audience feedback in the programme .

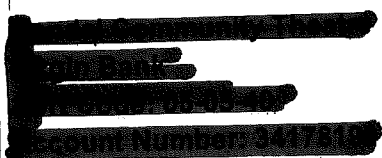
We use this information to assess which aspects of our productions are successful.

We hold a 'washup' meeting after each event at which there is rigorous evaluation of the Outcomes and Objectives:

- of keeping to the Timeline
- of keeping to the budget
- of the success of the production from feedback
- of the success of the production of what percentage house we had – for example A Christmas Carol for Kendal was sold out two weeks before we opened and 'The Snow Queen in Kendal' ditto.

Bank Details – How does the name of your organisation appear on your bank account?

This is who we will transfer funds to, should your application be successful. You'll need to state the name, sort code and account number. Please note the Council cannot make payments to personal accounts.



Please include the following documents with your application

- Constitution of your organisation
- Last accounts and most recent bank statements

Declaration

- I/we understand that grant money from Kendal Town Council must be used for the agreed purpose.
- I/we will abide by the conditions of funding.

Please note that we require three signatures in order to present your application to Committee.

Signature		Name	ANNE BANKS	Position	HON. SEC TRUSTEE
Signature		Name	ANNE CLEABY	Position	TRUSTEE
Signature		Name	DR JILL CLOUT	Position	Co-opted to production

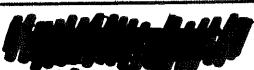


Please return completed forms by e-mail or post: Kendal Town Council, Town Hall, Kendal, LA9 4ED. Email: office@kendaltowncouncil.gov.uk
Form ref KTC CFP2/22

Netherfield Bowling Club – Community Support Grant Application

Please use this form to apply for a Community Support Grant from Kendal Town Council. You must complete all the boxes on the form and submit it along with the required paperwork. On receipt of this form you will be given a date when your application will be considered by the relevant committee. You can use additional pages if you require.

Name of Organisation	Principal Contact
Netherfield Bowling Club	Malcolm Booker
Address of organisation	Address of contact
Parkside Road Kendal LA9 7BL Note – no post facilities at this address	[REDACTED]
Date of application	08/04/24
Telephone	[REDACTED]
E-mail	[REDACTED]
Description of organisation	
A Charity Commission registered (1133434) Crown Green Bowling Club, whose charitable aim is "The promotion of community participation in healthy recreation for the benefit of the inhabitants of Kendal and district by the provision of facilities for the playing of bowls".	
How much funding do you require in total?	£3,450.00 initially, plus future ongoing project funding not yet estimated. See attached grant application document.
How much funding are you requesting from the Town Council (maximum £500)	£500.00
Have you approached other funding sources? If so, please list them and the amount you have applied for.	BCGBA - £300.00 Kendal Town Council – Support Grant £5000.00 Other sources being investigated.

Netherfield Bowling Club – Community Support Grant Application

Please include the following documents with your application				
Most recent bank statements and last audited accounts				
Constitution of group. This must include a statement on how you promote equality				
Declaration				
<ul style="list-style-type: none"> • I/we understand that grant money from Kendal Town Council must be used for the agreed purpose. • I/we will abide by the conditions of funding. 				
Please note that we do require 3 signatures in order to present your application to Committee.				
Signature		Name	Malcolm Booker	Trustee and Treasurer
Signature		Name	Andy Blackman	Trustee and Chairman
Signature		Name	Alyson Larkin	Trustee and Secretary

Please return completed forms by e-mail or post: Kendal Town Council, Town Hall, Kendal, LA9 4DQ. Email: office@kendaltowncouncil.gov.uk

Form ref KTC CSG1 2022

Netherfield Bowling Club – Community Funding Proposal

<p>Please use this form to make a Community Funding Proposal for your organisation from Kendal Town Council. You must complete all the boxes on the form and submit it along with the required paperwork. On receipt of this form you will be given a date when your application will be considered by the relevant committee. You can use additional pages if you require.</p>	
<p>Name of Project</p> <p>Bowling Green Improvement Programme</p>	<p>Principal Contact</p> <p>Malcolm Booker</p>
<p>Address of organiser</p> <p>Parkside Road Kendal LA9 7BL Note – no post facilities at this address</p>	<p>Address of contact</p> <p>[REDACTED]</p>
<p>Date of application</p>	<p>08/04/24</p>
<p>Telephone</p>	<p>[REDACTED]</p>
<p>E-mail</p>	<p>[REDACTED]</p>
<p>Organisation website</p>	<p>www.netherfieldcrownngreenbowls.co.uk</p>
<p>Description of proposal</p> <p>To carry out a programme of works at Netherfield Bowling Club to futureproof the green against the impact of climate change and to ensure that the site provides a safe environment for players, competitors and spectators.</p>	
<p>How much funding do you require in total?</p>	<p>£10,000.00 - £15,000.00 depending on options taken.</p>
<p>How much funding are you requesting from the Town Council (maximum £5,000)</p>	<p>£5,000.00</p>
<p>Over how many years would you like this funding to be in place? (max 3 years)</p>	<p>Three years</p>
<p>Have you approached other funding sources? If so, please list them and the amount you have applied for.</p>	<p>Kendal Town Council – Community Support Grant British Crown Green Bowling Association Other sources of funding being investigated. Bowling Club funds and membership subscriptions.</p>

Netherfield Bowling Club – Community Funding Proposal

Tell us what you will do with funding from Kendal Town Council. Please include a breakdown of how it will be spent.

PLEASE SEE ATTACHED GRANT APPLICATION DOCUMENT FOR DESCRIPTION OF ISSUES BEING RESOLVED.

Waterlogging relief / futureproofing the green:

Deep (1m) aeration of the bowling green to fracture the underlying compacted soil to allow for better drainage. Estimated at £3,450 dependent on sharing travel and subsistence costs with other local organisations.

An 'end of season' project to run a trench along one end of the green to inspect, rectify and supplement the existing drainage system. No costings yet available but 2 club members in the construction trade have offered their services free of charge – so this will be a materials only cost.

End of season green renovation by third party (Malinsons) with appropriate machinery. This will be carried out end of season 2024 or 2025. The last time this was carried out (Autumn 2021) the cost was £3,810.00.

Floodlights:

The removal of existing floodlights deemed unsafe (electrically) according to a recent electrical inspection. This work has to happen regardless of any decision on the replacement of floodlights. An initial view of the cost of replacement of the poles and lights is in excess of £15,000.

The removal of floodlight poles – recently tested and approximately two years life span remaining. This work has to happen regardless of any decision on the replacement of the floodlights.

Analysis of a cost-benefit exercise with regard to purchase of new floodlights leading to possible purchase.

Site Maintenance:

Repair and maintenance of tarmac pathway surrounding the green. The pathway surrounding the green is starting to crumble in places, causing a trip hazard. Although club members have patched areas of the pathway in the past the club wants to carry out a full repair to ensure the pathway is safe for the foreseeable future. No cost has yet been estimated.

Crown Green Bowls promotion.

The purchase of 8 – 10 sets of junior bowls to promote Crown Green Bowls to young people thereby developing greater diversity within the club. The approximate cost of these will be £800.00.

How will your proposal benefit the people of Kendal?

Netherfield Bowling Club – Community Funding Proposal

The club currently has about 70 – 80 members (renewals due end of April).

The club participates in 3 leagues in the area, 4 teams in the Kendal and District league, 3 teams in the South Westmorland Seniors League, 1 team in the South Lakes Rural League. Each week during the season the club participates in 8 league games ranging from a beginner league game to games in division one of the Kendal and District league – affording 64 competitive playing places.

The club also contributes to the wider community by hosting a U3A Crown Green Bowling group each week during the season. (<https://u3asites.org.uk/south-lakes/home>) thereby encouraging wider participation and contributing to the sustainability of not only NBC but other local clubs.

Each season the club organises and runs five open competitions to raise money for the club, attracting players and their families from across Westmorland and Furness as well as Lancashire.

Historically having one of the best greens in the area along with appropriate parking and social facilities we are occasionally privileged to host national and regional competitions.

Along with the opportunities to play socially these competitive outlets enhance the physical, mental and social well being of the membership and their families.

How will your proposal address the challenges of Climate Change and help Kendal reduce its carbon footprint?

By providing local facilities for the enjoyment of Crown Green Bowling for the people of Kendal and district, reducing the need to travel to clubs further afield.

Provision and maintenance of green space.

How does your proposal address the needs for diversity and equality?

Netherfield Bowling Club constitution states:




7).Membership.

a) Full Adult Membership is open to individuals aged eighteen or over irrespective of ethnicity, nationality, sexual orientation, religion or beliefs wishing to play bowls who are approved by the Trustees. These individuals are classed as full members and have full voting rights. Students over the age of 17 in full time education will be entitled to full Adult Membership without payment of the yearly subscription.

b) Junior membership is open to individuals aged under eighteen irrespective of ethnicity, nationality, sexual orientation, religion or beliefs wishing to play bowls who are approved by the Trustees. These individuals will not pay a membership fee but would not have the right to vote at meetings.

Additionally the purchase of a set of junior bowls will enable the club to promote Crown Green Bowling to young people, thereby increasing diversity within the club.

Netherfield Bowling Club – Community Funding Proposal

Declaration					
<ul style="list-style-type: none"> • I/we understand that grant money from Kendal Town Council must be used for the agreed purpose. • I/we will abide by the conditions of funding. 					
<i>Please note that we require three signatures in order to present your application to Committee.</i>					
Signature		Name	Malcolm Booker	Position	Treasurer and Trustee
Signature		Name	Andy Blackman	Position	Chairman and Trustee
Signature		Name	Alyson Larkin	Position	Secretary and Trustee

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Form ref KTC CFP2/22

Kendal Town Council

Agenda Report

Committee: Culture and Communities	Meeting Date: 15 April 2024
From: Town Clerk	Agenda No: 9
Description: Grants Criteria Working Group	

Grants Criteria Working Group

26 March, 3.45pm Stricklandgate House

Cllrs Ladhams, Russell, Simpson, L Edwards; C Bagshaw (Town Clerk)

The Committee's working group on Grants Criteria met to begin the process of agreeing a revised set of criteria for the awarding of grants and funding from the Council's two, principal budget lines – Community Grants and Festivals.

The Working Group noted that presently the Council awards small grants up to £500 for community groups and start up festivals, and will consider funding organisations up to £5,000, per year, for larger scale projects. The application forms are different for each purpose, but the criteria are identical.

The Working Group noted that several organisations are Kendal 'institutions', and might reasonably be allocated their own budget line, rather than a requirement for them to apply for reactive grant funding every year/three years.

The Working Group discussed how a scheme of grants might better support the wide range of community and third sector groups in the town – the ones for whom even a £500 grant might be enough to help them thrive. It was noted that larger organisations tend to be funded from a wide range of sources and sometimes even benefit from having professional fundraising. In their circumstances, funding from the Town Council is an important indication of local support for match funding, but not critical in actual volume of relative funding.

Although the Working Group made considerable headway in identifying the issues surrounding the Grants Criteria, it did not yet find a working formula that could be applied to future applications. It noted that the Grants Criteria must support the council's plan, be within the powers of the council, and be within budget. On this basis, it agreed that further work was necessary to bring this issue to a satisfactory conclusion.