

Kendal Town Council

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



20 April 2022
Version 2

To Members of the Audit Grants and Charities Committee

Cllr G Cook	Cllr D Rathbone
Cllr J Dunlop (Chair)	Cllr M Severn
Cllr P Gibson	Cllr G Vincent
Cllr R Hogg (Vice Chair)	

You are summoned to a meeting of Kendal Town Council Audit, Grants and Charities Committee on Monday 25 April 2022 at 7.00pm, at the Town Hall, Highgate, Kendal.

Distributed to other members of the Council for information only.

Yours faithfully

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/>. The public are not permitted to speak in other parts of the meeting unless allowed to do so by the chair.

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. It is likely that item 12 will be considered on this basis.

4. Minutes of the Last Meeting

To receive the minutes of the meeting on 31 January 2021, and affirm them as a true record.

5. Budget Monitoring

To receive a report on the fourth quarter's budget and expenditure. (See attached)

6. Year End Reporting 2021-22

To consider the year-end (31 March 2022) financial reports on the budget and reserves.

7. Grants Funding

To consider any grant applications and the appropriate process for their payment.

Background

The Council has received grant funding requests as shown below. The grant forms are appended. The Council set aside a budget of £41,000 for the current financial year, from which it identified £22,500 as 'core funding' for institutions such as Brewery Arts, Abbot Hall, CAB and the Air Ambulances. The remaining £18,500 is available for discretionary grants such as the ones below.

Applicant	Value	Notes
BroRoom	£1,000	Made a presentation to Council in Jan
Autus	£3,260	Received £1,360 in 21-22
Kendal Debt Centre	£5,000	
Kendal Window on Art	£500	Received £750 in 21-22
Growing Well	£500	
Wave Forward	£4,000	
Total	£14,260	

7. Future Grant Funding

To receive an update on the updating of the Grant Application process.

8. Finance System

To receive an update on the purchase of a new Finance Management system for the council.

9. Standing Orders and Financial Regulations

To receive a brief verbal report on the progress made towards updating the Council's Standing Orders and Financial Regulations.

10. Audit of Assets and Internal Audit

To receive a brief report on the current auditing of Council Assets and the process for internal Audit and to make any necessary related decisions.

11. Annual Governance and Accountability Return (AGAR) 2022

To review the timetable for the completion and return of the AGAR, to comply with necessary regulations.

Background

The Council must complete its AGAR according to the following timetable:

Date	Action	
Between 1 April and 30	Complete accounting statements (Section 2)	
	Internal audit	Booked for 12 May
	Hold a council meeting to approve the accounting statements, the internal auditor's report and the Annual Governance Statement	Scheduled for 6 June
	Set the commencement date for the 'exercise of public rights'	
	Send required paperwork to the External auditor (PKF Littlejohn)	
Before 1 July	Publish details of audit and AGAR	
Before 1 October	Publish notice of conclusion of audit and audited AGAR, with External Auditors report and Certificate.	

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Minutes from the Audit, Grants and Charities Committee meeting held at 7pm on Monday 31 January 2022 in the Council Chamber, Town Hall, Kendal.

Cllr G Cook	Present	Cllr R Hogg (Vice Chair)	Apologies
Cllr J Cornthwaite	Absent	Cllr D Rathbone	Present
Cllr J Dunlop (Chair)	Present	Cllr M Severn	Absent
Cllr P Gibson	Absent	Cllr G Vincent	Present

In attendance: Chris Bagshaw (Town Clerk)

AGC 25/21/22 Apologies

Apologies were received and accepted from Cllr R Hogg

AGC 26/21/22 Declarations of Interest

None

AGC 27/21/22 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None

AGC 28/21/22 Minutes of the Previous Meeting

The Council received the minutes of the Audit, Grants and Charities meeting held on 25 October, 2021.

Resolved: To accept them as a true record.

AGC 29/21/22 Budget Monitoring

The Committee considered the budget monitoring report. It was queried why it was a month short for the third quarter. The Clerk apologised and promised to investigate. He drew the Committee's attention to expenditure on phones and alarms which was the subject of an ongoing investigation with colleagues from SLDC.

Resolved: To receive the budget monitoring report as presented.

AGC 30/21/22 Grants Funding

The Committee noted that there were no current year grant applications outstanding, but reviewed an application for the coming financial year, from Kendal Community Theatre. It was noted that the group had a proven track record of delivering projects, but that their ask of £1,000 was difficult to allocate from a single year budget – before other allocations had been made. It was noted that there was sufficient funding in the current year budget, which could be deployed.

Resolved: To offer a grant, subject to conditions, of £500 from the current year budget, and to revisit the application at the next meeting for an additional tranche when it was anticipated that the majority of applications would be apparent.

AGC 31/21/22 Future Grant Funding

The committee considered a verbal report from the Clerk on the progress made towards streamlining and improving the grant application process. He anticipated that this would be more web-based, and would be integrated into the new 'skin' of the Town Council's website which was imminent.

Resolved: To note the report.

AGC 32/21/22 Finance Systems

The Clerk reported that the Rialtas Omega system had now been ordered. The first-year costs would be £2,646 excluding staff training. Year two and subsequent year costs would be £816 for five users. Training five staff to operate the system on the cloud would ensure an agile and robust platform for the Council's financial management system.

Resolved: To note the report

AGC 33/21/22 Standing Orders and Financial Regulations

The Clerk reported that reviews of the Standing Orders and Financial Regulations had made very slow progress, noting that both had now reverted to a 'back to basics' approach. The new orders would require adoption by the full council, and the approach of all-out elections presented some challenges. The committee considered a range of options for delivering new and updated Orders and Regulations, debating the advantages of the 'new' council starting with a fresh approach, over allowing the new council to make its own rules. It was noted that a realistic delivery would require a meeting of the Full Council in April, which wasn't currently in the schedule.

Resolved: To recommend that the current review continues to fruition as soon as possible, with the resulting Orders and Regulations to be adopted by a meeting of the Full Council in April, prior to the elections and subsequent annual meeting.

AGC 34/21/22 Audit of Assets

The Committee heard a report from the Clerk about an initiative to verify the contents of the Council's Asset Register. This formed a vital part of the Committee's Audit function, and he anticipated reporting back on its progress in due course. Numbered labels would denote many of the physical assets' presence on the register. A start had been made with a preliminary audit of the Picture Store, which had alerted officers to a number of issues. The Mayor's Attendant had investigated the whereabouts of a number of 'missing' pieces of art, which had subsequently been tracked down in other parts of the Town Hall.

Resolved: To note the report.

AGC 35/21/22 Risk Assessment

The Committee reviewed the Council's Risk Assessment, noting the changes since the previous year. It was suggested that the internal controls for self-managing risk include a

timetabled physical check on assets, as described in the previous item, and that the rules around the Councillors' register of gifts be updated and made clearer, particularly with reference to Twinning.

Resolved: To note these suggested amendments and to commend the report to the Full Council for adoption.

AGC 36/21/22 School of Science and Art

The Committee reviewed the annual return for the previous financial year. They then considered a proposal that the School of Science and Art offers to part fund the Rotary Club's Technology Tournament. Councillors noted that the tournament was a very good match for the Fund's criteria. It was noted that the current year also had a commitment to fund £50 prizes for the town's four secondary educators to award.

Resolved: To ensure that the Secondary Educators' Awards are progressed as per previous resolutions.

Resolved: To offer the services of the Fund to sponsor the Rotary Technology Tournament on Friday 11 March, 2022 up to £500.

The meeting closed at 20.12

Kendal Town Council 2021-22 Budget**12 Months Exp - April to Mar****Income/Exp**

	<u>Budget and Additional Funding</u>	<u>Actual Exp April - Mar</u>	<u>Remaining Budget</u>	<u>Projected Yr. Exp</u>
<u>Salaries:</u>				
Staff Gross Pay		£213,278		£213,278
<u>Sub Total</u>	£213,000	£213,278	-£259	£213,259
<u>Accommodation</u>				
<u>Premises Other</u>				
Alarms - Service & Maint		£1,403		£1,403
Garage - Electricity		£311		£311
Garage - Other		£731		£731
<u>Sub Total</u>	£16,965	£14,425	£374	£16,591
<u>IT</u>				
Software				
ITEK - Support		£2,940		£2,940
ITEK Annual Contract		£990		£1,320
Cloud Hosting		£257		£257
Support				
Sage		£300		£300
Digital Meetings/Admin				
Zoom		£558		£558
Canva				
Other IT Costs		£885		£885
Website				
Designworks		£1,542		£1,542
DocuSign		£431		£431
New IT System/Comp/Equip		£558		£558
<u>Sub Total</u>	£12,000	£8,461	£3,209	£8,791
<u>Insurance & Finance Costs</u>				
Public Liability		£5,902		£5,902
HR		£1,230		£1,230
Finance Costs (Audit Fees)		£300		£2,300
Other - Bk and Voucher fees		£277		£277
Payroll Services		£507		£507
<u>Sub Total</u>	£13,300	£8,216	£3,084	£10,216
<u>Stationery/Office General</u>				
Printing/Stationery/Postage		£1,249		£1,249
Office Equip		£589		£589
Misc. Office Expenses		£86		£86
Photocopier		£1,661		£1,661
Subscriptions		£2,832		£2,832
<u>Sub Total</u>	£6,900	£6,418	£482	£6,418

		<u>Budget and Additional Funding</u>	<u>Actual Exp April - Mar</u>	<u>Remaining Budget</u>	<u>Projected Yr. Exp</u>
Staff Training		£2,000	£1,119	£881	£1,119
PPE		£500	£122	£377	£123
Vehicle	21/22 Budget	£2,300			
	Fuel		£968		£968
	Tracking Fee		£84		£84
	Repairs		£1,207		£1,207
	Van Ins		£1,083		£1,083
	Other		£23		£23
Sub Total		£2,300	£3,365	-£1,065	£3,365
Newsletter		£10,211	£12,670	-£2,459	£12,670
Election Fund		£5,000	£0	£5,000	£0
Contingency		£5,000	£0	£5,000	£0
Misc.		£2,500	£797	£1,703	£797
Wainwright Fund		£320	£250	£70	£250
Emergency Planning		£10,000	£0	£10,000	£0
Kendal Futures & Vision					
	Support Co-ordinator	£7,750	£8,434	-£684	£8,434
	Kendal Vision Next Steps	£5,000	£5,000	£0	£5,000
	Banners Kendal	£1,500	£1,500	£0	£1,500
Visit Kendal/Promoting Kendal					
	Visit Kendal Leaflet	£5,000		£0	
	Visit Kendal Leaflet	£4,344	£9,344	£0	£9,344
	Visit Kendal Website Contribution (Kendal Futures)	£2,400	£2,400	£0	£2,400
	Visit Kendal Content Coordinator (Contribution)	£3,600	£3,600	£0	£3,600
Sub Total		£29,594	£30,278	-£684	£30,278
Total Management		£329,590	£299,399	£25,712	£303,877

AUDIT, GRANTS & CHARITIES:					
Community Grants		£41,000	£39,249	£1,751	£39,249

		<u>Budget and Additional Funding</u>	<u>Actual Exp April - Mar</u>	<u>Remaining Budget</u>	<u>Projected Yr. Exp</u>
MAYORALTY & ARTS					
	Mayoral (Mayor & Deputy Mayor) Allowance	£5,150	£5,000	£150	£5,000
	Mayoral Travel	£800	£38	£762	£38
	Mayoral Functions	£6,700	£5,145	-£3,590	£5,145
	Twinning	£2,500		£2,500	
	Exhibitions	£1,500		£1,500	
	Museum	£2,000			£2,000
Total Mayoralty & Arts		£18,650	£10,183	£6,467	£12,183

EXPENDITURE		Budget and Additional Funding	Actual Exp April - Mar	Remaining Budget	Projected Yr. Exp
CHRISTMAS LIGHTS & FESTIVALS					
Christmas Lights & Installation/Storage		£17,175	£17,298	-£123	£17,298
Infrastructure Development & Maint		£10,675	£8,734	£841	£9,834
Christmas Switch On		£3,000	£1,552	£1,448	£1,552
Bunting		£1,200	£982	-£202	£1,402
Platinum Jubilee			£0		£0
Festival Grants	21/22 Budget	£35,000		-£800	£26,900
	Kendal Torchlight		£5,000		
	Comic Art		£5,000		£2,500
	Kendal Mountain Festival		£5,000		
	Mary Wakefield Festival		£500		
	Kendal Wool Gathering		£1,500		
	Unity Festival		£1,500		£1,700
	Christmas Tree Festival		£500		
	Cumbria Festival Chorus		£1,000		
	Cumbria Opera Festival		£1,000		
	Kendal Poetry Festival		£1,500		£3,700
	Whisky Festival		£500		
	Walking Festival		£500		
	Kendal Comm Theatre				£1,000
	Walking Festival 2nd Payment		£1,500		
	Eskfest		£500		
	Cycling Festival		£400		
	Cumbria Festival Chorus		£1,000		
Total Christmas & Festivals		£67,050	£55,466	£1,164	£65,886

EXPENDITURE		Budget and Additional Funding	Actual Exp April - Mar	Remaining Budget	Projected Yr. Exp
KENDAL in BLOOM					
Floral Displays		£21,500	£19,394	£821	£20,679
	Installation & Maint		£1,285		
	Vouchers		£0		
Projects & Grants		£8,700	£1,118	£6,690	£2,118
LDE Sponsorship KIB			-£120		-£120
Green Waste			£12		£12
Total KIB		£30,200	£21,688	£7,511	£22,689

EXPENDITURE	Budget and Additional Funding	Actual Exp April - Mar	Remaining Budget	Projected Yr. Exp
ALLOTMENTS				
Capital Spending (Asbestos Removal)	£5,000	£2,535	£2,465	£2,535
Allotment Exp From Reserves	£7,203			
Landscape Design & Site		£311		
Canal Head Landscape Design		£1,000		
Crow Tree Allotment Fencing		£5,892	£0	£7,203
Revenue Spending/Main	£7,806	£6,329	£1,014	£6,792
Waste		£463		
Water	£1,792	£2,757	-£965	£2,757
Rent	£900	£840	£60	£840
Pest Control	£2,500	£2,259	£241	£2,259
Total Allotments	£25,201	£22,386	£2,815	£22,386

ENVIRONMENT & HIGHWAYS	2021-22 Budget Red Figures from Reserves	Exp To Date April - Mar	Remaining Budget (incl B/Fwd. Income)	Projected Yr. Exp
New Infrastructure /Improvements				
<u>21/22 Budget</u>	£4,300		£282	
SID		£2,775		£2,775
Land Registry Fee		£3		£3
21/22 Defib		£0		£0
Enviroground - Wattsfield, install bench & Burton Rd		£1,240		£1,240
Bus Shelter Ivy Screening				
Project - SLDC Grant - Completed	£10,000	£8,838	£1,162	£8,838
Infrastructure Maintenance				
Infrastructure Maint	£4,499	£1,001	£3,498	£1,001
SID Maint	£1,000	£323	£677	£323
Wool pack Yard	£3,242	£3,327	-£85	£3,327
CCTV Maint	£1,500		£1,500	£0
Defib Maint	£800		£800	£0
SLDC Service Charges				
Footway Lighting	£4,917	£3,731	£1,186	£3,731
Somervell Annual Maint	£500	£0	£0	£500
Bins	£2,500	£1,593	£907	£1,593
Total E&H	£33,258	£22,832	£9,927	£23,331

ONGOING ACTION PLANS / PROJECTS		2021-22 Budget Red Figures from Reserves	Exp To Date April - Mar	Remaining Budget (incl B/Fwd. Income from Reserves)	Projected Yr. Exp
Climate Change	21/22 Budget	£10,000	£0	£10,000	£0
	SLDC Community Climate Change Grant	£2,000			
	- Kendal Map Zero Carbon/Website		£1,575	£425	£1,575
	Kendal Composting	£5,000	£893	£4,107	£893
Sub Total		£17,000	£2,468	£14,532	£2,468
Biodiversity Schemes & Grants		£11,000		£11,000	£0
	Somerville Wildflower Grant Project	£1,500	£879	£621	£1,799
	Solar Audit		£920	-£920	
	Fletcher Park	£1,500		£1,500	£0
	Natural Kendal Research Contribution	£3,000	£3,000	£0	£3,000
	Nobles Rest	£5,000	£874	£4,126	£874
Sub Total		£22,000	£5,673	£16,327	£5,673
20mph Sub Total		£10,000	£0	£10,000	£0
Cycling & Walking	21/22 Budget	£12,500	£0	£12,500	£0
	Kirkbarrow Connections	£1,000		£1,000	
	- Cllr Long Contribution	£1,000		£1,000	
	- Cllr Severn Contribution	£1,000		£1,000	
	LCWIP	£5,000	£0	£5,000	£0
	Sub Total	£20,500		£20,500	£0
	Pump Track	£2,000	£0	£2,000	£0
	LCRP	£5,500	£5,500	£0	£5,500
	Sub Total	£7,500	£5,500	£2,000	£5,500
River Connectivity	FRSWG Connectivity Scheme	£15,000		£15,000	£0
Total Action Plans		£92,000	£13,641	£78,359	£13,641

	Budget and Additional Funding	Actual Exp April - Mar	Remaining Budget	Projected Yr. Exp
Action Plan (£500 Grant SLDC) Convex Mirror	£500	£252	£248	£252
Citizens Jury - Website Hosting		£236	-£236	£236
Shared Future	£9,142	£4,940	£4,202	£4,940
Donation from Westmoreland & Lonsdale Labour Party	-£50			
Planning				
FRSWG Scheme (Reserve Pot)	£35,000		£35,000	
GRAND TOTALS:	£681,591	£490,271	£172,921	£508,670

<u>Budget / I&E</u>	
<u>Budget:</u>	
	<u>INCOME</u>
Precept	£460,812.00
SLDC	£33,347.24
Bank Interest	£1,320.00
Donation from Westmorland & Lonsdale Party	£50.00
Allotment Rent	£26,757.54
Allotment Debtors	£135.41
<u>TOTAL</u>	<u>£522,422.19</u>
Funding from General Reserves	£32,066.00
Funding From Allotments Reserves	£7,203.00
Funding From Development Funds	£119,900.00
<u>Total Funding</u>	<u>£681,591.19</u>
Forecast Exp	£508,669.49
Variance	

Ex

KENDAL TOWN COUNCIL**2021/22 Accounts****Balance Sheet as at 31 March 2021**

	Yr 21/22		Yr 20/21	
	£	£	£	£
Short Term Investments		422,745.26		370,192.80
Current assets				
Debtors	243.00		30,731.91	
VAT Debtors	10,475.00			
Deposits			50.00	
Prepayments	10,458.00		2,821.16	
Cash at bank and in hand	<u>26,152.24</u>		<u>29,202.48</u>	
		47,328.24		62,805.55
Current Liabilities				
Creditors and Accruals	(30,503.00)		(33,860.45)	
Receipts in Advance	<u>(17,223.00)</u>		<u>(17,049.36)</u>	
		(47,726.00)		(50,909.81)
Net Assets		<u>422,347.50</u>		<u>382,088.54</u>
Represented by:				
Reserves				
Development Fund		133049.00		146,449.09
Allotments		68119.00		75,303.79
Arts & Heritage		17888.38		17,888.38
Environment		142.85		142.85
Election		12037.00		7,036.86
Community Infrastructure Levy		34804.57		20,479.60
Wainwright		<u>11600.00</u>		<u>11,532.31</u>
		277,640.80		278,832.88
General Fund Working Balance		144,706.70		103,255.66
		<u>422,347.50</u>		<u>382,088.54</u>

I certify that, for the year ended 31 March 2022, these Accounts present fairly the financial position of Kendal Town Council and its income and expenditure

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RFO

Date

Approved by the Town Council on

.....

Mayor

Date

Financial Reserves

2021/22

2020/21

£

£

Balance Brought Forward 1 April

382,088.54

283,123.07

Add: Total Income

550,747.67

525,287.06

Less: Total Expenditure

(510,493.14)

(426,321.59)

Balance Carried Forward 31 March

422,343.07

382,088.54

2021/22 Accounts

Income and Expenditure Account

	2021/22		2020/21	
	£	£	£	£
Income				
Council Tax Precept		460,812.00		450,405.19
SLDC Council Tax Grant		33,347.24		31,899.81
Interest on Investments	1,320.51		1,601.60	
Allotment Rents	26,892.95		22,355.60	
Community Infrastructure Levy	14,324.97		9,024.86	
SLDC Grants	12,000.00			
Cllr Contribution to Action Plans	2,000.00			
Miscellaneous	50.00	56,588.43	10,000.00	42,982.06
Total Income		<u>550,747.67</u>		<u>525,287.06</u>
Expenditure				
General Administration				
Staff Salaries & Expenses	214,378.00		181,853.77	
Staff Recharges to Services			(90,060.00)	
Premises	16,591.00		15,763.87	
Vehicle Cost	3,365.00			
Admin Costs & Subscriptions	6,541.00		2,547.96	
Insurance, Audit, Subscriptions &	10,216.00		11,676.83	
Finance Costs				
Elections	0.00		1,963.18	
Newsletter, IT & Website	21,461.00		13,891.58	
Gen Reserves	1,825.00			
Miscellaneous	797.00	275,174.00	4,385.42	142,022.61
Civic Functions				
Staffing			16,340.00	
Mayor's Allowance	5,000.00		5,091.00	
Mayor's Travel	38.00		153.71	
Functions	5,145.00		439.88	
Twinning Expenses	0.00	10,183.00	0.00	22,024.59
Arts & Heritage				
Restoration of Heritage Items	0.00		0.00	
Exhibitions	0.00		0.00	
Kendal Museum	2,000.00	2,000.00	2,000.00	2,000.00
Allotments				
Staffing			24,250.00	
General Expenses	22,386.00	22,386.00	11,491.80	35,741.80
Kendal Improvement Schemes				
Bloom Activities	22,689.00		38,184.33	
Christmas Lights	30,086.00		28,205.94	
Environment & Highways	23,331.00		29,890.92	
General Grants	39,249.00		40,800.00	
Festival Grants	35,800.00		21,555.68	
Other Grants	0.00		10,000.00	
Action Plan Schemes	19,067.14		55,895.72	
Kendal Vision & Visit Kendal	30,278.00			
Flooding Recovery	0.00	200,500.14	0.00	224,532.59
Wainwright Award		250.00		0.00
Total Expenditure		<u>510,493.14</u>		<u>426,321.59</u>
Surplus/(Deficit) of Income over Expenditure added to/ (taken from) General Fund Working Balance and Reserves		<u>40,254.53</u>		<u>98,965.47</u>

	2021/22	2020/21
Financial Reserves	£	£
Balance Brought Forward	382,088.54	283,123.07
Add: Total Income	550,747.67	525,287.06
Less: Total Expenditure	(510,493.14)	(426,321.59)
Balance Carried Forward	<u>422,343.07</u>	<u>382,088.54</u>

Reserves Report

		<u>Gen</u> <u>Reserves</u>	<u>Development</u> <u>Reserves</u>	<u>Election</u> <u>Reserves</u>	<u>Wainwright</u> <u>Fund</u>	<u>Arts &</u> <u>Heritage</u> <u>Reserves</u>	<u>Allotment</u> <u>Reserves</u>	<u>Environme</u> <u>nt</u> <u>Reserves</u>	<u>CIL</u>	<u>P&L Account</u>	<u>TOTALS</u>
O/P Bal		£73,274.15	£146,449.09	£7,036.86	£11,530.31	£17,888.38	£75,321.79	£142.85	£20,479.60	£29,965.51	£382,088.54
Additions/Deductions	1	-£2,486							7	£14,325	
	2	£661									
			3	£10,000							
			4	£2,000							
			5	£2,000							
Planned Reserves to Support / Budget		-£32,066	-£119,900				6	-£7,203			-£159,163
Balance		£39,383	£40,549	£7,037	£11,530	£17,888	£68,119	£143	£34,805	£29,966	£249,419
To Trans into Reserves		£74,031	£92,500	£5,000	£70	£0	£0	£0	£0		£171,601
Bank Int To Reserves		£1,320									£1,320
Closing Balances		£114,734	£133,049	£12,037	£11,600	£17,888	£68,119	£143	£34,805	£29,966	£422,340
Jnl from P&L into Reserves		£41,460	-£13,400	£5,000	£70	£0	-£7,203	£0	£14,325		£40,252

Notes

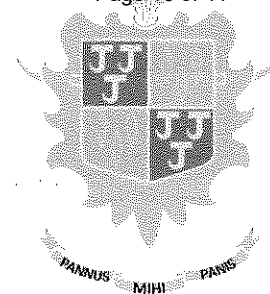
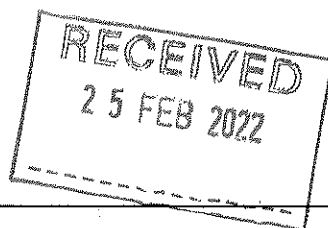
- 1 Lakeland Lawnmowers O/s Invoice dating back to 2015 - disputed, but Council agreed to pay
- 2 20/21 Accruals Adjustments
- 3 SLDC Climate Change Grants
- 4 SLDC Climate Change Grants
- 5 Cllr Contributions to Cycling and Walking
- 6 Landscape Design & Site
Canal Head Landscape Design
Crow Tree Allotment Fencing
- 7 Cil Payments 20/21

Variance Report

<u>21/22 Cost Centre</u>	<u>21/22 Under/Overspend</u>	<u>Trans to Gen Reserves</u>	<u>Trans to Development Reserves</u>	<u>Trans to Election Reserves</u>	<u>Trans to Wainwright Fund</u>	<u>Trans to Heritage & Arts</u>	<u>Trans to Allotment Reserves</u>	<u>Trans to Environment</u>	<u>Trans CIL</u>	<u>Trans P&L</u>	<u>Notes</u>
Staffing Costs	£622	£622									Training
Accommodation	£374	£374									Budgeted for New Software
IT Stationary/Office Exps	£3,209	£3,209									PPE
Insurance&	£859	£859									Saving on HR Contract
Finance Exp	£3,084	£3,084									Repairs to Van
Vehicle	-£1,065	-£1,065									3rd Newsletter incurred additional Costs No Election
Newsletter Election Fund	-£2,459	-£2,459		£5,000							Award £250
Contingency Wainwright	£5,000	£5,000									Nothing Spent
Fund Emergency Planning	£70				£70						Kendal Futures&Vision / Visit Kendal
	£10,000	£10,000									-£684 -£684
Misc Audits/Grants & Charites	£1,703	£1,703									£4344 From Reserves
	£1,751	£1,751									General Grants
Mayoralty & Arts	£2,467	£2,467									Some cancelled events - Covid
Heritage & Arts	£4,000	£4,000									No Costs for Twinning and Exhibition
Christmas/Lights and Festivals	£1,164	£1,164									Very Little spent on Community Grants
KIB	£7,511	£7,511									Capital Spending - £7203 from Reserves
Allotments	£2,815	£10,018					-£7,203				From Reserves
Action Plans	£18,359		£18,359								From Reserves
Action Plans	£4,214		£4,214								From Main Budget
Action Plans	£60,000		£60,000								From Reserves
E&H	£4,575		£4,575								From Main Budget
E&H	£5,352		£5,352								
FRSWG	£35,000	£35,000									TOTALS
	£172,921 *****	£82,554	£92,500	£5,000	£70	£0	-£7,203	£0	£0	£0	This is the Surplus from the planned Budget plus Reserves Contribution

Kendal Town Council

Community Grant 2022-2023



Please use this form to apply for a Community 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.

Name of Organisation	Principal Contact
BRO ROOM COMMUNITY INTEREST COMPANY (CIC)	JAMES WOOD
Address of organisation	Address of contact
PAPERDOLL BERRY'S YARD 27 FINKLE STREET KENDAL CUMBRIA LA9 4AB	15 CHURCH TERRACE SEPULCHRE LANE KENDAL CUMBRIA LA9 4PR
Date of application	18 February 2022
Telephone	07535413189
E-mail	broroomjames@gmail.com
Description of organisation	
Bro Room CIC is a men's mental health and wellbeing support group. Currently meeting on a Wednesday evening each week. Speakers to come in to address group meetings; courses on mental health topics to be run; activities related to mental health and wellbeing to be organised.	
Do you have a constitution? <i>Please send a copy with your application</i>	The Development Group are working on the preparation of a Constitution.
How much funding do you require in total?	Unknown total to fund room hires, insurance, cost of speakers and running courses; provide refreshments at meetings.
How much funding are you requesting from the Town Council (maximum £1,000)	£1,000
Have you approached other funding sources? If so, please list them and the amount you have applied for.	Yes. Lake District Holdings Ltd £2,000 Gateway Fund (SLDC) £1,000
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.			
Bro Room CIC Natwest Account 29575532 Sort code 01-03-46			
Tell us what you will do with a grant from Kendal Town Council			
Please include a breakdown of how the grant will be spent.			
Insurances to cover Bro Room CIC's liabilities £192 per annum Potential room hire costs estimated at £30 per week → £1560 per annum Advertising costs — ongoing for flyers — estimate £250 per annum Cost of bringing in speakers and running mental health & wellbeing related courses — costs unquantified at present as the speakers we can bring in and the courses we can run are dependent on the funding we can attract. Weekly refreshments for meeting attendees — estimate £208 per annum Projector purchase — £50			
Please include the following documents with your application			
<ul style="list-style-type: none"> Most recent bank statements Bank ac only just opened — no funds in it at present. Last accounts Only set up Bro Room in November 2021 — no accounts as yet. Constitution of group. This must include a statement on how you promote equality Under preparation 			
Declaration			
<ul style="list-style-type: none"> We understand that grant money from Kendal Town Council must be used for the agreed purpose. 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	Position	
	IAN R WOOD	DIRECTOR	
Signature	Name	Position	
	JAMES WOOD	DIRECTOR	
Signature	Name	Position	
	SCOTT JEFFERY	DEVELOPMENT GROUP MEMBER	

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 CG1/22

KENDAL TOWN COUNCIL

Grant Application Form 2021/22

Please check before sending:

Is your project or service based in Kendal?

Have you read the grants criteria?

Have you attached a copy of your latest audited accounts?

(No application will be considered without a copy of your latest audited accounts)

If you have any queries then please contact us on: 01539 793490 or e-mail: office@kendatowncouncil.gov.uk.

Please note: Information which you provide in this application will be considered in an open meeting of the Audit, Grants and Charities Committee and is therefore in the public domain.

Name of your organisation: AUTUS Cumbria Ltd
Correspondent (and position): Donna Munro, Director
Address: Home address Southview House, Soutergate, Kirkby-in-Furness, Cumbria, LA17 7TN.

Daytime Telephone: 01229 889067	E-mail: donna.k.munro@gmail.com
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1. Please tell us about your organisation:

Autus Cumbria Ltd is a not-for-profit organization based in South Cumbria whose mission is to promote understanding, inclusion and equal opportunities for individuals with an autistic spectrum condition (ASC). We work with individuals, families, youth organizations and schools to run youth clubs, holiday activity sessions and training sessions for parents and professionals working with those with ASC. Our aims and objectives are:

- To provide specialist support to individuals and families affected by autism and related conditions within a holistic approach.
- To promote awareness and understanding of ASC's to both the general community and providers of services.
- To allow individuals with ASCs and their families to access a range of activities, support and advice that aim to: enhance social and emotional wellbeing, build friendships and support the development of skills.

2. Briefly describe the project or service you want funding for:

1. Running a social group in Kendal for adults aged 17-28 with ASC. The group aims to foster stronger social skills, independence and confidence. The group meets weekly in a social venue in Kendal such as a pub or a park. During much of 2020 and 2021 the group temporarily changed to meet mainly online when the regular meetings helped to provide order and predictability during an unpredictable and difficult period. The group is now back to face-to-face meetings at venues in Kendal

2. Outreach work with autistic people who attend the Kendal Social group or other autistic people who live in Kendal to develop and practise musical and artistic talents and explore opportunities to showcase these talents at appropriate venues and events in Kendal.

3. Continuing to offer coaching sessions with a coach experienced in working with autistic people focusing on increased independence and improving the quality of life, health and wellbeing of those being coached. Our current funding limits the coaching we can offer to those aged under 25 however we would like to be able to offer coaching to older individuals from Kendal.

Total cost of project or service	£ 68744	Amount requested	£ 3260
Funds received to date	£ 19404	Funds pledged to date	£ 38141

3. Why do you need this grant and how will the people of Kendal benefit?

Even before Covid adults with ASC were often disadvantaged with a high risk of unemployment, social isolation and mental health problems. The current pandemic and the resulting unemployment has made their situation even harder. A 2016 national survey of employment and autism found that:

- Only 16% were in full-time paid work. Only 32% were in some kind of paid work (full and part-time combined), compared to 47% of disabled people and 80% of non-disabled people.
- Only 10% of autistic adults receive employment support but 53% say they want it.
- Over three quarters (77%) who are unemployed say they want to work.

This national picture is reflected locally. By talking to local organisations and individuals with ASC we can see that there is little understanding of the needs of young adults with ASC searching for work or other roles in life. Instead, there are barriers which can lead to unemployment, social isolation and mental health problems.

By providing a social group in Kendal for young autistic people we are helping to develop social inclusion, friendships and mentoring in a safe space. Our staff are all highly experienced autism practitioners and are able to offer guidance on a range of issues or topics.

The outreach work aims to expand the skills and experience of the participants and build up self-confidence and self-esteem.

The coaching service supports the underpinning skills individuals need to access employment successfully and build confidence and coping strategies to apply in the workplace and in their social life.

This work is part of an ongoing 3-year project aiming to expand the opportunities available to autistic people. This funding would support work within Kendal enabling a focus on those who live and study in the town.

4. Please provide any other information in support of your application.

Over the past couple of years, the Friday Social Group has provided a great deal of support for the young people who have attended both face to face and online. It provided a much-needed space to discuss the impact of the lockdown restrictions and to discuss feelings about the various stages in a space that was safe. Parents have fed back that they felt being a member of the club has helped with individuals mental health and has helped them to feel less isolated and develop new friendships.

‘Apart from close friends this group is somewhere to talk and be ourselves no matter what, no matter how chatty or quiet we are. We also get up to a lot of fun and games.’

‘(It’s) A good way for people to socialise and communicate and share common interests and share how to cope with your difficulties.’

5. What other sources of funding have already been raised or promised?

Source	Total
Coaching – the coaching costs £30 / hour and those attending are asked to contribute £10 of this cost while the project funds the remaining cost.	£1200
Funding was received in 2020 from Cumbria County Council	£1279
Funding received from Cumbria Community Foundation	£3250
The Francis C Scott Community Trust have provided funding of £14635 in 2021 with a further £37181 promised over the following 2 years as part of a 3-year project.	£51815
Total Funds Raised	£57544

6. How do you propose to evaluate that the service or project has been a success?

- Evaluation of the social club is through discussions and feedback from the members.
- For the coaching aspect of the project, individuals will be supported to complete baseline and final questionnaires to track changes and show comparisons in anxiety, wellbeing and social isolation. Case studies will provide the individuals viewpoint of accessing the social group or working with a coach.

7. Please provide a copy of your latest audited accounts with your application.

Signed:**Date:** 30/9/2021

Grants are paid, net of VAT, directly to organisations' bank accounts, so we will need the following details from you:

Organisation's Account Name.....AUTUS.....

Sort Code:.....XXXX.....

Account Number: XXXXXXXXXX.

Completed applications should be sent to:

treasurer@kendaltowncouncil.gov.uk

Judith Lomax, Town Treasurer
Kendal Town Council
Town Hall
KENDAL

<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>	
Name of Project	Principal Contact
Kendal and District Debt Centre	Dr Boyd Gilmore
Address of organiser	Address of contact
Kendal and District Debt Centre C/O 2 Ashes Farm Ashes Lane Staveley Kendal LA8 9NL	2 Ashes Farm Ashes Lane Staveley Kendal LA8 9NL
Date of application	28th March 2022
Telephone	07763863888
E-mail	kendaldebtcentre@gmail.com or sjbgilmore@gmail.com
Organisation website	kendaldebtcentre.org

Description of proposal -to develop a free and effective Debt Centre for Kendal and District that will become self-sustaining over the next 3 years.

Our aim is to develop a a free and effective Debt Centre for Kendal and District that will become self-sustaining over the next 3 years.

Kendal and District Debt Centre is a Charitable Incorporated Organisation, set up in September 2011 (Registered Charity No. 1195911) whose vision is to offer a free debt advice / counselling service, in partnership with Christians Against Poverty (CAP) - an organisation registered with the Financial Conduct Authority, to anyone in the Kendal and District area whose life/life-opportunities are blighted by the burden of debt.

In the first year of the project we aim to consolidate the core work of providing debt counselling services in collaboration with Christians Against Poverty (CAP) and in partnership with relevant local agencies. The focus is not on giving "hand-outs" but rather helping clients to negotiate with creditors and develop sustainable budgets so that they not only achieve freedom from debt and are also equipped with life-long budgeting skills. The debt centre manager is key to this process and will be supported by a team of volunteer befrienders who provide social and emotional support - and within an environment of a practical demonstration of Christian compassion in collaboration with cross-community support from six partner churches in the Kendal locality.

In years two and three we aim to extend the services offered by focusing on individuals / families "at risk" of debt and poverty by offering :-

- 1) CAP Money Courses - to teach lifelong budgeting skills (in the community through group delivery, including local secondary schools, and virtually through e.g Zoom)
- 2) Job Clubs and a CV writing skills courses - targeted at the unemployed
- 3) Life Skills courses -teaching practical skills to survive life on a low income.
- 4) Fresh Start groups - for people seeking to overcome addictions and dependencies

Overall the aims are to achieve:

- 1) Reduction in debt / poverty in individuals who access the Debt Centre services
- 2) Ability to enable individual clients to live life in all its richness and in so doing contribute more fully to the local community and society in general
- 3) Improved money management skills
- 4) Improved life skills
- 5) Improved employment prospects
- 6) Indirect benefit to wider society in the form of clients having reduced dependency on statutory services and being better equipped to lead more fulfilling lives and eventually give back to the community. The experience of other CAP debt centres is that former clients, once debt free, seek to become involved as befrienders supporting new clients through sharing their experiences and providing encouragement and emotional support.

How much funding do you require in total?	£20,000 p.a
	Projected costs of project over initial 3 years = £63050 - based on inflationary increase in costs of 5% p.a
How much funding are you requesting from the Town Council (maximum £5,000)	£5000
Have you approached other funding sources? If so, please list them and the amount you have applied for.	<p>-Seedfield Trust £3600 -R.J. Stephenson Trust £5000 -Gillingate Trust £4500 spread over 3 years --Carlisle Diocese 12000 spread over 3 years -Cinnamon Network £2000 --Methodist District £1500 -Kendal Trust £500 - secured -Bryan Lancaster Trust £300 -Lupton Tower Trust £3600 -Individual donors approx £2500 -Regular giving by Standing Order, supported by Gift Aid, from individual donors £4340 p.a</p> <p>-Kendal and District Debt centre is also one of the charities that the Mayor of Kendal, Doug Rathbone, has chosen to support during his term of office. We are enormously grateful for the support which we anticipate will arise from this.</p>

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

Overall cost of running the debt centre - £20000 per annum

Debt Centre manager overheads

Breakdown

Salary - £10,400 p.a. (based on 16 hrs per week)

National Insurance Contributions - £360 p.a

Pension Contributions - £416 p.a

Travel reimbursement -£500 p.a

Volunteer costs

Training - £500

Enhanced DBS checks -20*£45 = total £900

Incidental £500 p.a

Operational costs

Breakdown

-Fee to CAP for providing regulated financial services for 24 clients per year - £3600 p.a.

Public liability / Personal liability insurance / Employer liability Insurance - £100 p.a.

Office space

£600 p.a.

Equipment

Lap-top Computer. £ 584

Mobile phone £ 50

Advertising / website hosting / postage / miscellaneous

£1490 p.a

How will your proposal benefit the people of Kendal?

By definition, anyone who approaches the Debt Centre for advice, and is shown to be compromised by debt, is in a very vulnerable and therefore disadvantaged situation. Debt and poverty affects every aspect of someone's life contributing to relationship break-down, social isolation, unemployment, vulnerability to exploitation, and creating the potential for addictions and crime.

Releasing individuals from debt and poverty will liberate individuals and families from this burden and enable them to rebuild their lives, enabling them to lead more fulfilling lives and thereby contributing to wider society. The experience of debt centres elsewhere, indicates that many clients who achieve debt free status go on to become volunteers either with their local debt centres or other community organisations.

Our vision

Kendal and District Debt Centre is passionate about seeing lives transformed, renewed, and set free from debt across the locality.

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

Regrettably, when someone is burdened by debt and living in poverty and thus focused on day to day survival, longer term issues such as climate change and carbon footprint are lesser priorities.

Relief from debt will enable clients to look at the longer term issues, such as climate change and carbon footprint, affecting society. Furthermore, addressing the debt issue in their lives is one important step in starting to build a client's confidence and self esteem which may have been eroded as a result of being in debt. This in turn would allow clients to contribute more positively in the local community and take more responsibility for their actions

Kendal and District Debt Centre are mindful of the issues of climate change and carbon footprint and so try to

- 1) Communicate electronically, where at all possible, thus reducing the needless use of paper, postage and travel etc thereby reducing their carbon footprint
- 2) Meet, where appropriate by Zoom, thus reducing travel and the use of fossil fuels

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

As per our constitution, the Debt Centre will be accessible to all - regardless of, disability, race, sexual orientation, gender, age, religion, or belief. We appreciate that some clients will have challenging life circumstances. We will partner with all organizations to fully support and refer when needed to other agencies.

We strive to be passionate and compassionate: We do what we do because we care deeply about seeing people released from debt, poverty, and their causes.

How will you evaluate the success of your proposal?

- Record the number of referrals to the Debt Centre, together with and outcomes of these
- Record the number of clients linked to CAP debt services
- Record the number of clients who achieve freedom from debt - note, this may take up to five years
- Record the numbers of attendances at Money Course, job clubs, life skills courses and other debt centre services - together with feedback on the outcomes of attending these courses
- Record the number of clients linked with befrienders / supported by local churches and other agencies
- Seek feedback from clients re their experience of the services provided

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.

Kendal and District Debt Centre

Redacted

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.

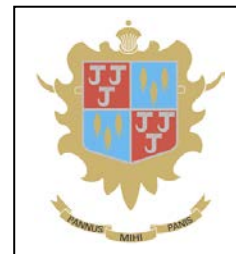
<i>Please note that we require three signatures in order to present your application to Committee.</i>					
Signature		Name	Rev Jonny Gios	Position	Chair of Trustees
Signature		Name	Dr Boyd Gilmore	Position	Trustee
Signature		Name	Chris Marshall	Position	Trustee

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 CFP1/22

Kendal Town Council

Community Support Grant 2022-2023



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
Kendal Windows on Art	Nicola Smith, Trustee Secretary KWoA
Address of organisation	Address of contact
1 Halhead Green Burneside Kendal Cumbria LA9 6QY	1 Halhead Green Burneside Kendal Cumbria LA9 6QY
Date of application	18th March 2022
Telephone	07769 185057
E-mail	kwindowsonart@gmail.com
Description of organisation	
<p>Kendal Windows on Art (KWoA) began as a not for profit organisation but achieved charity status in 2003 and is run by its Trustees and Management Committee. One of its main aims is "to provide educational and cultural opportunities in the sphere of the visual arts." Since 1997 KWoA has successfully run an annual programme of art activities and events in Kendal. Initially scheduled every autumn, KWoA has now developed a rolling programme of events throughout the year. KWoA collaborates with a wide range of local communities, organisations, schools, venues, public spaces etc to create and share new and exciting artwork with the Kendal community. KWoA was awarded two London 2012 Inspire Marks for their work with young people and volunteers and their work was part of the Northwest Cultural Olympiad. More recently, a KWoA representative was invited to meet HRH Prince of Wales due to the success of their intergenerational projects in Cumbria.</p>	
How much funding do you require in total?	£950
How much funding are you requesting from the Town Council (maximum £500)	£500
Have you approached other funding sources? If so, please list them and the amount you have applied for.	£450 has been raised through KWoA fundraising
Tell us what you will do with a grant from Kendal Town Council?	

A grant would support project costs for the KWoa 'Small Steps: Making Connections' intergenerational project which plans to run a series of creative workshops and displays/exhibitions across a range of Kendal venues. This creative project aims to rebuild the self confidence of children in the Kendal community, which through our research locally (further info on request) has been noted to be greatly diminished following the impact of Covid lockdowns and restrictions. This will be through exploring ways of sharing what matters to each child participant through creative writing and art activities supported by KWoa creative facilitators so the children can then share their interests and creativity with local older neighbours. Venues include Dean Gibson school community space, Holy Trinity and St George's community space and Kendal Library. Work will also be shared with local older people's groups through our KWoa network links with care home activities coordinators, Age UK South Lakeland, Mothers Union Group contacts etc ensuring that we follow current Covid safe guidelines for engaging with older people eg in person or digitally etc. (further details from KWoa on older people engagement re Covid safety, regulations etc is available on request)

How will your activity benefit the people of Kendal?

For many years KWoa has run successful intergenerational projects and having paused our intergenerational events during Covid Lockdowns and restrictions etc our local networks of Kendal children's groups, families, older people and older people organisations are asking us to find ways to build a new intergenerational project as they have missed connecting through the generations.

The opportunities provided by this creative community project will encourage the children's self confidence to grow again as they share their interests and creativity with local older people. The older people will benefit from experiencing the children's enthusiasm in being able to express what matters to them which will make the older people feel more connected with their younger neighbours.

Our intergenerational projects also enable grandparents who don't live near their grandchildren and vice versa to enjoy developing a creative dialogue across the generations locally.

How will your activity help to reduce Kendal's Carbon Footprint?

Participants will be encouraged to travel to activities by walking cycling or public transport if possible. We are aiming to ensure that workshop resources will be sustainable, recycled or reusable wherever possible.

Do you have a constitution?

Please send a copy with your application

Yes

Bank Details – How does the name of your organisation appear on your bank account? Include your account number and sort code. This is who we will transfer funds to, should your application be successful.

£
£
£ Redacted

<ul style="list-style-type: none"> • 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. 					
<i>Please note that we do require 3 signatures in order to present your application to Committee.</i>					
Signature	See attached scan of 3 signatures	Name		Position	
Signature		Name		Position	
Signature		Name		Position	

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

KENDAL TOWN COUNCIL

Grant Application Form 2021/22

Please check before sending:

Is your project or service based in Kendal? **Yes**

Have you read the grants criteria? **Yes**

Have you attached a copy of your latest audited accounts? **Yes**

(No application will be considered without a copy of your latest audited accounts)

If you have any queries then please contact us on: 01539 793490 or e-mail: office@kendaltowncouncil.gov.uk.

Please note: Information which you provide in this application will be considered in an open meeting of the Audit, Grants and Charities Committee and is therefore in the public domain.

Name of your organisation: Growing Well	
Correspondent (and position): Fiona Moncur, Fundraiser	
Address: Low Sizergh Farm, Low Sizergh, Kendal, LA8 8AE	
Daytime Telephone: 07903 013648	E-mail: fundraising@growingwell.co.uk

1. Please tell us about your organisation: We are a horticulturally focused mental health charity based on a 6-acre crop farm on the outskirts of Kendal.

We offer a range of tried and tested activities and learning opportunities as an alternative (or accompaniment) to talking therapy that facilitates long term recovery. We support adults aged 16+ (having recently reduced this from 18 years in recognition of the impact Covid has particularly had on young adults) and are not restricted to any particular diagnosis of mental health.

We provide a safe, supportive, working environment to our volunteer participants to nurture mental health recovery through meaningful physical activity, training and personal development opportunities.

We work with up to 100 people each year from all backgrounds across South Lakeland and Barrow in Furness. Individuals come to us on a weekly basis over time to be supported in their recovery, building hope and opportunity for the future. The crops we grow are distributed via a community Cropshare.

2. Briefly describe the project or service you want funding for:

We are seeking contribution funding to support the purchase of a portable polytunnel to increase our growing capacity, particularly in the spring and autumn when the weather is unpredictable and crops struggle in the cold and wet conditions. By growing crops in a protected space instead of on what is normally open field, we can extend the season by up to 3 months. The benefit of a mobile polytunnel rather than the fixed version we normally use is that it allows us to locate the structure where it is most needed to support early vulnerable crop growth and help crops to take hold where they may otherwise struggle. As well as boosting productivity, a mobile polytunnel offers volunteers additional opportunity to work comfortably outdoors in what can often be challenging conditions.

We are waiting on the outcome of a grant application to Cumbria County Council Community Grants which, if successful, will contribute £1,950 towards this project. Such is the importance placed on securing this asset that the Growing Well Board has pledged if, once all opportunities have been exhausted, it has not been possible to fundraise the full amount, any shortfall may be made up from our own reserves.

Total cost of project or service	£ 2,534	Amount requested	£500
Funds received to date	£	Funds pledged to date	see above

3. Why do you need this grant and how will the people of Kendal benefit?

As it becomes increasingly more difficult to secure funding through grants and trusts applications, we are looking to maximise earned income through the sale of crops and produce made in our onsite kitchen. As described above a portable polytunnel will facilitate and increase our crop growing potential.

Being located so close to Kendal means that the majority of people we support live in or near to Kendal. Our work is special, as is our ethos, offering people a safe, nurturing environment where they can recover from mental health illness in natural and supportive setting. As well as providing mental health support we also feed 100 local families through our Crop share scheme.

We are deeply embedded in our local community and are proud of our strong local connection to Kendal, we are also grateful for the ongoing support we receive both from local organisations such as Kendal Town Council as well as individuals. Since 2004 we have supported over 1,000 people with mental health problems.

Our aim is that within one to two years of participation in activity, social integration, training and monitored goals, participants will have (re)developed the confidence and resilience to move on from Growing Well into employment, education or unsupported volunteering, carrying with them sustainable mental health management skills and techniques.

4. Please provide any other information in support of your application.

As an activity-based service Covid lockdowns have had a big effect on our service. We closed in spring 2020 and again in 2021 from January through to April. Therapeutic staff supported volunteers with weekly calls and we provided daily videos and weekly newsletters to keep volunteers in touch and show how the farm and charity was keeping going, volunteers coped well but said the hope and knowledge we would be re-opening soon was vital.

Whilst closed we continued to accept new referrals and received 79 enquiries. Following re-opening volunteer numbers were down considerably, but we have had 47 new referrals, 22 new starters and are building back up quickly, with numbers currently at 51. As Covid eases our priority is to help more people, with two field groups a day and cohort sessions of young adults, veterans, partner charities and others.

Even before the arrival of Coronavirus mental health problems had been identified as a growing public health concern. It is still unknown what the full impact will be on individuals as people struggle to cope with uncertainty, illness, bereavement and loss of employment. Growing Well continues to provide a free at the point of delivery, fast, responsive service to local people affected by mild to moderate mental ill health who need support quickly.

5. What other sources of funding have already been raised or promised?

Source	Total
Growing Well Reserves – figure to be finalised	£
Cumbria County Council Community Grant – promising encouragement given to submit application.	£
	£
	£
	£
Total Funds Raised	£

6. How do you propose to evaluate that the service or project has been a success? We gather the following data: volunteer attendance, volunteer annual survey, measure and record goals and progression made, no. of new referrals, turnover of volunteers, no. of volunteers who enrol/ complete horticulture or other training, no. of volunteers who achieve a major outcome, i.e. achieve a training certificate, gain employment, enrol on an external further education course, begin unsupported volunteering elsewhere, no. of mental health/life skills training courses delivered and no. of participants on each course, volume and variety of crops grown and sold, no. of crop sharers.

7. Please provide a copy of your latest audited accounts with your application.

Please see attached.

Signed: Fiona Moncur

Date: 14th September 2021

Grants are paid, net of VAT, directly to organisations' bank accounts, so we will need the following details from you:

Organisation's Account Name.....Growing Well Limited

Sort Code:...08-92-99.....

Account Number: ...65121940.....

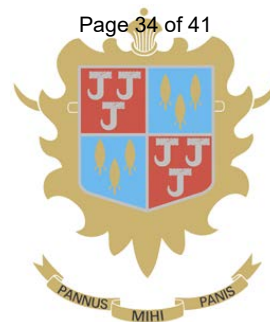
Completed applications should be sent to:

treasurer@kendaltowncouncil.gov.uk

Judith Lomax, Town Treasurer
Kendal Town Council
Town Hall
KENDAL
Cumbria LA9 4DL
Tel: 01539 793490

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
Wave Forward	Ramin Salehi
Address of organiser	Address of contact
c/o SJW Accountants, Casterton Suite, Clawthorpe Hall Business Centre, Burton-in-Kendal, Carnforth LA6 1NU	c/o SJW Accountants, Casterton Suite, Clawthorpe Hall Business Centre, Burton-in-Kendal, Carnforth LA6 1NU
Date of application	9 th March 2022
Telephone	
E-mail	ramin@waveforward.org.uk
Organisation website	www.waveforward.org.uk
Description of proposal	

Wave Forward was established in September 2020 to equip and empower young people (12 to 25) in South Lakeland to improve their mental health, achieve their potential, and support their peers.

Levels of mental ill health amongst young people in South Lakeland are continuing to rise (including as a result of Covid 19) with half of the young people who responded to a recent (January 21) survey by Tim Farron MP describing their mental health as 'poor', and almost three quarters of those under 20 saying that their mental health was worse than last year because of uncertainties about their future. Cumbria Revealed (Cumbria Community Foundation) also confirms that 1 in 10 children in Cumbria are estimated to have emotional and wellbeing problems and that, hospital admissions for mental health issues and self-harm are at a higher rate in Cumbria than nationally.

Young people, through consultation and research and ongoing involvement in the development and delivery of our services, have confirmed that it is increasingly difficult for them to access the support they need as schools and colleges do not have sufficient staff to meet demand (e.g., Kirkbie Kendal has 3 part time staff for 880 students) and statutory services (including CAMHS) have long waiting lists, are time limited (up to 6 sessions), and that only at highest risk and/or with diagnosed conditions are eligible.

Professionals (including GPs and teachers) also confirm that increasing numbers of young people are not receiving the support they need to achieve their potential because of increasing demand and limited resources. Analysis of NHS data, for example, confirms that monthly referrals to CAMHS in Lancashire and South Cumbria (tier 2 Barnardos / My Time and Tier 3 Lancashire and South Cumbria NHS Foundation Trust) increased from 285 in April 2020 to 755 in April 2021 (and peaked at 938 in March 2021) and that between January 2021 and December 2021 a total of 1492 referrals (including 475 re referrals) were made in South Cumbria specifically. Month by month statistics from January to December 2021 also confirm that as few as 22.1% of those referred to CAMHS in South Cumbria received their first appointment within 4 weeks and 34.3% their second appointment within 18 weeks.

Wave Forward meets this needs by

- running activities, campaigns, and events to engage young people and the wider community, raise awareness and understanding of mental health, and promote wellbeing

We recruited a Communications and Fundraising Coordinator in June 2021 and have established a team of Wellbeing Ambassadors at Kirkbie Kendal to support younger students, worked with the Knotted Project to secure Arts Council funding to enable young people to share their experiences of mental health through drama, dance, music etc, and established a regular programme of Mental Health Mile events.

- delivering 12-week discovery programmes so young people can improve their own mental health and then support others

We successfully delivered our first Discovery Programme with Kirkbie Kendal (in partnership with Brathay, Growing Well, National Trust, Rookhow, Wood Matters, the Yorkshire Dales Millennium Trusts and independent instructors / therapists - mindfulness, yoga etc) in June and July 2021. Subsequently we have secured funding from the Community Foundation to repeat this annually at Kirkbie Kendal for the next 3 years, further funding through Cumbria Youth Alliance from the CCG to run a programme for young people whose mental health has been negatively impacted by Covid, and partial funding from the Cumbria Police and Crime Commissioner for an additional programme at Queen Katherine.

- providing counselling for young people (currently over 16 or under 25) experiencing poor mental health and particularly those whose needs are not fully met by other services

We appointed a Counselling Coordinator in April 2021 and recruited counsellors (Northern Guild, University of Cumbria and UCLAN placement students and fully qualified) and are delivering counselling for young people in partnership with Captain French Surgery, Kirkbie Kendal, and Carers Support South Lakes and plan to expand this to include Kendal College and/or Queen Katherine from September 2022.

Evidence of our success includes the following quotes

'Kirkbie Kendal School started working with Wave Forward when the charity was in its infancy. They reached out to gather information about the wellbeing, mental health concerns and to ascertain if there was a need for a charity and service like Wave Forward. Since then, they have been working with us to offer pastoral support, resources, links, be a critical friend and understand the issues and areas of support required for the young people of South Lakeland. Wave Forward has proved to be an invaluable partner, constantly providing us with new contacts, resources and agencies to work with. This charity has come at the right time for young people, and we hope to continue to work with them for many years.' Jonathan Shepherd Kirkbie Kendal

'Wave Forward provides a much-needed Counselling resource for young people. Its accessibility means that it can accommodate many who have nowhere else to turn. I am experiencing first-hand the positive effects and the difference that counselling can make to people's lives' Eleanor (Counsellor)

'I took part in the (Discovery) programme after it was offered to us by our school ... it was a brilliant experience ... it pushed me to do things that I never thought I can do ... I would highly recommend it to any young person.' Participant

How much funding do you require in total?	
How much funding are you requesting from the Town Council (maximum £5,000)	£4000
Have you approached other funding sources? If so, please list them and the amount you have applied for.	<p>We have secured the following funding towards the annual cost (£26863-48) of running the Counselling Service from 1st April 2022</p> <p>YWCA £3895 National Farmers Union £4239 Cumbria County Council £8481</p> <p>We will submit further bids to charitable trusts and continue to expand our community fundraising (including students from Kirkbie Kendal fundraising to provide counselling within their school) to secure the remaining funding needed.</p>

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

We are seeking £4000 towards the annual running cost of our Counselling Service as follows

Co-Ordinator	£19,263-48
Charity Log	£400
IT / Phone	£180
Office Costs	£1200
Training	£500
DBS	£760
Counsellor Fees	£4560
Total	£26863-48

Funding will only be used towards the cost of providing counselling for young people who live within Kendal and not those who live elsewhere within South Lakeland.

We appointed our Counselling Coordinator (Laura Ward) in April 2021 and subsequently recruited a team of counsellors (Northern Guild, University of Cumbria and UCLAN placement students and fully qualified) and started delivering counselling in partnership with Captain French Surgery, Kirkbie Kendal and Carers Support South Lakes in the Autumn.

We currently have 2 counsellors, 5 clients being seen, and 1 client waiting to start at Captain French Surgery, 2 counsellors and 8 clients being seen at Kirkbie Kendal School, and 1 counsellor and 3 referrals at Carers Support South Lakes and have spoken to Dallam School, Kendal College and Queen Katherine School about establishing further pilot projects with them in the Autumn. From the 1st April 2022 we expect this to increase to 8 clients at Captain French, 8 clients at Kirkbie Kendal and 4 clients at Carers Support South Lakes at any one time.

Counselling at Captain French and Carers Support South Lakes is provided over 46 weeks per annum and at Kirkbie Kendal for 39 weeks per annum so if it is assumed that the average number of sessions is 6 (clients are offered 10 but many leave sooner because they have met their needs) then 144 young people per annum will potentially be accessing counselling (Captain French 8 clients per day x 46 weeks = 368 sessions / Carers Support 4 clients x 46 weeks = 184 sessions / Kirkbie Kendal 8 clients x 39 weeks = 312 sessions).

Between now and the end of August we expect to secure agreements to deliver counselling in partnership with Dallam School (Boarding) and/or Kendal College and/or Queen Katherine. Negotiations are at an early stage but we hope to establish at least one further service with 2 counsellors and 8 sessions per week from September so that a further 52 young people per annum can access counselling (8 sessions per week x 39 weeks per annum = 312 sessions = 52 young people at an average of 6 sessions per person).

"An excellent service that currently meets a large gap in the needs of young adults. The service has stepped in to support a number of young adults in our school who are on either very long waiting lists for services or fall below the threshold for referral but clearly need the support of an out of school service provider." Sarah Timms (Head of Sixth Form Kirkbie Kendal)

How will your proposal benefit the people of Kendal?

Young people will benefit from

- new opportunities to access therapeutic support to address the causes and consequences of their declining mental health – including campaigns and events to challenge discrimination and stigma, targeted outreach with partner organisations, and delivery at convenient dates and times from community venues
- being equipped and empowered to care for themselves and to seek support when they need it so they can address issues including low self-esteem and lack of confidence, anxiety and depression, as well as self-harm – including increased resilience through greater understanding and awareness of mental health
- building healthy and positive relationships with themselves, others (including their peers) and the wider community - including overcoming isolation and vulnerability and ensuring they fulfil their potential through greater self-awareness and self-acceptance
- ensuring their voices are heard, and their lived experience shared – including opportunities to co-design monitoring and evaluation, join our (proposed) advisory panel (led by young people), to support (and even lead) our campaigns and events, or even to create new peer support networks (such as the Wellbeing Ambassadors at Kirkbie Kendal)

The wider community of Kendal will benefit as our counselling service will provide new opportunities for early intervention / prevention to reduce demand on local services and parents / carers / professionals supporting young people experiencing mental ill health.

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

There is growing evidence that the Climate Emergency is having a negative impact on the wellbeing of children and young people.

‘Climate anxiety and dissatisfaction with government responses are widespread in children and young people in countries across the world and impact their daily functioning. A perceived failure by governments to respond to the climate crisis is associated with increasing distress’

[https://www.thelancet.com/journals/lanplh/article/PIIS2542-5196\(21\)00278-3/fulltext](https://www.thelancet.com/journals/lanplh/article/PIIS2542-5196(21)00278-3/fulltext)

‘Over half (57%) of child and adolescent psychiatrists surveyed in England are seeing children and young people distressed about the climate crisis and the state of the environment’

<https://www.rcpsych.ac.uk/news-and-features/latest-news/detail/2020/11/20/the-climate-crisis-is-taking-a-toll-on-the-mental-health-of-children-and-young-people>

‘Poor mental health has direct and unavoidable links with climate change. There is persuasive evidence that climate-related disasters, particularly flooding, harm mental health, both immediately and long-term. And with major climate events becoming more, this risk is now a much greater threat to our mental health than before’

<https://www.groundwork.org.uk/blog-how-climate-action-supports-young-peoples-mental-health/>

New opportunities to access counselling will enable young people to address the anxiety and distress caused by the climate emergency (including when triggered by extreme weather locally) and to gain the confidence to work with others to take action to directly address it (including taking part in activities and campaigns as part of Kendal Vision).

We minimise our carbon footprint by providing counselling from shared local venues (including schools and GP surgeries) with staff and volunteers who are also based locally. We do not have our own office and all staff work from home, regularly use teams and zoom, and actively seek to minimise the use of resources, to further reduce our environmental impact.

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

Our Counselling Service works with partner organisations (currently Captain French Surgery, Carers Support South Lakes, and Kirkbie Kendal school) to address healthy inequalities by proactively engaging and supporting young people who are not accessing CAMHS or other services including those who

- have not yet reached the eligibility threshold or have been assessed as ineligible (over 40% of referrals for My Time /CAMHS)
- are on the waiting list (up to 12 months) or unlikely to reach the top of the list before they are 18
- require ongoing support after exiting the time limited support offered by My Time / CAMHS

Or who have not accessed therapeutic support because they

- have no one they can ask to refer them because of negative relationships with carers/parents, teachers, GPs etc and/or fear they will not be listened to (or believed), will be told what to do, or that others will make decisions on their behalf
- are concerned about the consequences (from discrimination and stigma to being sectioned or taken into care) of disclosing that they are struggling with their mental health and (particularly) issues such as self-harm
- do not understand how counselling might help them (including addressing wider issues such as identity and belonging) and/or perceive others are more deserving or have greater needs

Our person centred and asset-based approach overcomes these barriers and equips and empowers young people to manage their mental health by

- being open to young people (12 to 25) without eligibility criteria or complex referrals
- offering the opportunity to meet with our Coordinator to explore how counselling might benefit them before deciding whether to access support
- only accepting self-referrals (with parents/carers and/or professionals providing support if the young person decides this) to ensure young people make a positive choice to access support
- working with the young person to identify the issues they want to address and the goals they want to achieve rather than seeking to diagnose and treat the issues they present with
- matching them to counsellors with appropriate skills and experience (and meeting specific requirements e.g., male or female counsellor)
- providing weekly counselling sessions at a convenient date/time/venue (including online) until agreed goals are achieved (rather than setting an arbitrary limit) so they can address the causes (such as previous trauma) as well as consequences of their mental health
- providing opportunities to access ongoing support (after receiving counselling) from other Wave Forward and/or partner services (involving volunteering with Wave Forward to support our campaigns and events and/or accessing our Discovery Programme)

- having the opportunity to return to the Counselling Services for further support on an 'as needed' basis

Our wider work to raise awareness and understanding of mental ill health through campaigns and events and to build new peer networks also creates opportunities for young people to engage / reengage with the wider community and overcome social isolation. Ensuring that the voices of young people are heard, and their lived experience shared, will also create opportunities to challenge the discrimination and stigma associated with mental health, and potentially to change the language, behaviours and views of others, to further ensure equality.

How will you evaluate the success of your proposal?

We will conduct an initial assessment with each young person and then review progress against the goals they have set every 6 weeks and/or at their final session. This will include recording informal and formal feedback from the young person and using tools such as WEMWBS (Warwickshire Edinburgh Mental Wellbeing Scale) to evidence progress as well as opportunities for young people to complete an (anonymised) case study or journal. We will also use questionnaires and interviews with parents / carers and professionals (GPs, teachers etc) that are supporting the young person to further evidence our success in improving their mental health.

Qualitative and quantitative data will then be captured on Charity Log (our secure / online / GDPR compliant client database) and used to assess our success in engaging young people who are not receiving the support they need and improving their mental health. This will include sharing data (having ensured that client details are anonymised or removed) with counsellors as part of group supervision and training and with trustees as part of their monthly meetings to encourage reflective learning and promote continuous improvement.

We are also establishing an advisory group of young people to support our trustees and peer support networks including the team of wellbeing ambassadors at Kirkbie Kendal which will provide further opportunities for us to obtain feedback on the success of our services.

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.

Redacted

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		Position	
Signature		Name		Position	
Signature		Name		Position	

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 CFP1/22