

Kendal Town Council

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



14 November 2022

To Members of the Christmas Lights and Festivals Committee

Cllr M Helme (Vice-Chair)	Cllr H Ladhams (Chair)
Cllr C Russell	Cllr K Simpson
Cllr R Sutton	Cllr P Thornton

You are summoned to attend a meeting of Kendal Town Council Christmas Lights and Festivals Committee on Monday, 21 November 2022, at 7.00 p.m., in the Council Chamber 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

To receive the minutes of the meeting on 26 September 2022 and to authorise the Chairman to sign them as a true record (see attached).

5. Budget Monitoring 2022-23

To consider the current year budget and make any necessary recommendations (see attached).

5. Christmas 2022 and Future Years

To receive a brief report on the Christmas Lights switch-on event on Thursday 17 November, and make any necessary decisions or recommendations for future years.

6. Festival Grant Applications

To consider the following applications for grant funding.

- a) Charities Christmas Tree Festival
£500
- b) Kendal Cycling Festival
£5,000
- c) Anti Racist Summit 2022
?

7. Active Kendal

To consider a proposal to develop the Active Kendal programme (see attached).

8. Christmas Dinner

To consider a proposal to support a Warm Hub Christmas Dinner in Kendal Town Hall.

9. Budget 2023-24

To consider the budget recommendations for the Committee's planned expenditure in the next financial year (2023-24). See attached.

Background

The Committee must make a recommendation for its budgetary proposals for the coming financial year. The Council's final budget will be considered by Management Committee in January, before a recommendation is made to the full council in February 2023 for them to set a precept. The Christmas Lights and Festivals Committee has been proposing that the Committee assumes a wider brief than its previously narrow Terms of Reference would imply. This approach has been sanctioned by the Council's Management Committee on a case by case basis, so far, but for budgeting terms, the Committee may wish to divide up its proposed expenditure between the 'traditional items' and those it is proposing under a new, enhanced role.

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Minutes of a meeting of the Christmas Lights and Festivals Committee held on Monday, 26 September 2022, at 7.00 p.m. in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr M Helme (Vice-Chair)	Present *	Cllr H Ladhams (Chair)	Present
Cllr C Russell	Present	Cllr K Simpson	Present
Cllr R Sutton	Present	Cllr P Thornton	Apologies

* Arrived at 7.30 p.m. during consideration of Agenda Item No.5 (Budget Monitoring 2022-23).

In attendance: Council Services Officer (Janine Holt), Events Officer (Flo McMahon) and Democratic Services Assistant (Inge Booth).

Public Participation

Two representatives of Kendal Community Theatre addressed the Committee.

Chris Taylor, Artistic Director, first thanked Kendal Town Council for its support to the Theatre over its last ten years of existence. He informed the Committee that, to mark the Theatre's ten-year anniversary, the company would be putting on a show in the Town Hall, "A Christmas Carol for Kendal", a re-write of the Dickens story involving a cast of 30 to 40 people. Mr Taylor explained that the Theatre was an all-inclusive group and he referred to projects with Sandgate School and youngsters from 3 Sedbergh Drive, and the company's aim to build on what people could do, allowing anyone to become involved with creative theatre. The company attracted both national and local grants, and was seeking to further broaden inclusivity and to allow for subsidised tickets. Mr Taylor further highlighted the fact that the company had also been able to offer an amount of paid work for young people. Mr Taylor explained to the Committee that his initial starting point was not to seek money but to seek dialogue and a constructive partnership with the Town Council.

Caroline Moir, Writer and Treasurer, stressed the fact that Kendal Community Theatre had always been inclusive and that the company now aimed to further broaden its approach. She went on to provide details of all the shows which had been put on by the company since 2012, a total of 17 plays in 10 years.

Discussion took place during which the representatives of the Kendal Community Theatre answered questions raised by Members. Conversation centred around what the Council could do to assist the Theatre in marketing and raising its profile, particularly at community level. The Committee suggested that local councillors may be able to assist as a group by talking themselves to other community groups and handing out leaflets. Also discussed was the potential for a representative of Kendal Town Council for the Theatre in the capacity of observer. The representatives drew attention to a strong need for connectivity between artistic groups within Kendal. Cllr C Russell agreed that this was of great importance and referred to the new Unitary Authority, advising that discussions were currently taking place in this regard which, he hoped, would address the need for a Council for Voluntary Services

type organisation based in the Westmorland and Furness area. Also raised was the potential for the Visit Kendal site to be used as a central hub for networking.

The Chair advised the representatives that officers would be in touch with Kendal Community Theatre in due course.

Mr Taylor further kindly offered presence of street actors from the Theatre at the forthcoming Christmas Light Switch-on event.

CLF19/2022 Apologies

An apology for absence was received and accepted from Cllr P Thornton.

CLF20/2022 Declarations of Interest

Cllrs H Ladhams and C Russell raised interests in Agenda Item No.8 (Minute No.CLF26/2022 below).

CLF21/2022 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

No issues were considered for exclusion.

CLF22/2022 Minutes of the Previous Meeting

Resolved: To receive and accept the minutes of the previous meeting of the Christmas Lights and Festivals Committee held on 25 July 2022 and to authorise the Chair to sign them as a true record.

CLF23/2022 Budget Monitoring 2022-23

The Committee considered a budget monitoring report for 2022/23. The report indicated that expenditure to date was £21,685, with a total of £16,315 remaining. The Council Services Officer informed Members that nothing could be carried forward into 2023/24 and that the Committee would be asked to look at potential use of any remaining budget early in the new year. The Committee would start to look at its 2023/24 budget at its next meeting in November.

Reference was made to ideas previously raised by Members which may benefit from any remaining money, for example the Kendal Sports for All initiative. The potential for early informal discussions on the following year's budget was queried and the Council Services Officer undertook to look into the possibility.

Resolved: To receive the report.

CLF24/2022 Christmas 2022 and Future Years

(a) Statistics in Relation to a Reduction in Hours of the Lighting of the Town's Christmas Lights

Further to CLF17/2022, the Council Services Officer circulated a document detailing statistics in relation to a reduction in hours of the lighting of the Town's Christmas lights based on 2021 figures. The figures demonstrated an annual reduction in cost

by nearly half (£285.20), however, a large annual saving in units of electricity used (1,460.99).

Various options were considered, including a shorter reduction in hours of lighting and a reduction in hours, with the exception of those lights on the Christmas tree. Members noted, however, that any change would not result in a massive saving in terms of the Council's budget and also strongly recognised the boost provided to the spirit of the community by the Christmas lights, noting that when people were going to school and work it would not be good if the lights were off and would not lift their spirits. It was suggested, therefore, that the hours of lighting be left as in previous years and for the figures to be re-examined next year, bearing in mind the rise in energy costs.

Resolved: That the hours of lighting of the Town's Christmas lights remain as in previous years, with the figures to be reconsidered in Autumn 2023.

(b) Christmas Lights Switch-on Event - November 2022 – Event Schedule

Further to CLF17/2022, the Committee was asked to consider a proposed event schedule for the Christmas Lights Switch-on event. The Committee was further being asked to consider a proposal that the switch-on event be moved to Thursday 17 November, to coincide with the opening of the Kendal Mountain Festival.

The Events Officer informed Members of the potential for adaption of the event to integrate the Kendal Mountain Festival and bring the two audiences together, with people attending the free film following the switch-on event. The Mountain Festival were keen to be involved in the parade on opening night and discussions were due to take place on the following morning when she would be meeting Steve Scott, Festival Director. The Events Officer further drew attention to the Dark Skies message which would be lovely to witness, with visitors being able to take back the experience to their own communities. In addition, she highlighted the opportunity for cross marketing, as well as other potential benefits of linking the two events together.

Cllr M Helme expressed a wish to attend the meeting on the following morning, raising the possibilities for achieving inclusivity for those local families to whom the event would be inaccessible and promoting the potential for free tickets for the Mountain Festival to be handed out at the switch-on event. The Events Officer, however, was keen for officers first to look at the Mountain Festival's vision prior to discussion by Members at a future meeting. She further pointed out that consideration of spare tickets for local residents unable to afford to take part had been a condition of the Town Council's grant to the organisation.

Further raised with regard to amalgamation of the two events was the opportunity to promote the Town and its civic and cultural activity. In addition, Members were keen for the walking band, Blast Furnace, to be involved.

With regard to the potential change in the currently planned date, the Events Officer advised of the need to inform Christmas Plus as soon as possible.

Resolved: To change the date of the switch-on event to Thursday, 17 November, to coincide with the opening of the Kendal Mountain Festival.

CLF25/2022 Cycling and Walking Festival Coordination 2023

The Committee was being asked to consider ways in which the Cycling and Walking Infrastructure Plan (LCWIP) could be promoted through the Council's support for the Cycling and Walking Festivals.

Members were presented with background on the matter, detailing the fact that the Town Council was currently supporting plans for a Kendal Cycling Festival in 2023, and for the Kendal Walking Festival. It had been suggested by Members that the Council could link this support to the County Council's Cycling and Walking Infrastructure Plan, perhaps with additional input from Kendal Vision through the promotion of their initiatives in these areas. The Committee did not have an appropriate allocation of funding to cover this in the current financial year, however, could consider allocating a suitable budget line in the coming year, if the project was sufficiently within the Committee's brief. This cross-cutting issue would require coordination with the Town Council's Environment and Highways Committee, which would normally see promotion of Cycling and Walking as one of its spheres of operation.

The Committee was being recommended to make its 2023-24 budget proposals at its next meeting and, therefore, to develop ideas for expenditure in the coming financial year in time to present them in an appropriate format for consideration at that meeting.

Cllr C Russell referred to informal discussions which had taken place between himself and Nick Taylor from Kendal Futures around the launching of cycling, walking and running initiatives next spring, including the potential for this to form next year's Torchlight theme. They were trying to bring all of the elements together for a cohesive event. Nick Taylor was keen for Kendal Futures to deliver this initiative alongside the Kendal Town Council team. Cllr M Helme drew attention to the fact that Mark Cropper was also very interested for the inclusion of a green fell race. The Council Services Officer suggested that if the festival was to include running, then a green fell race could be included. She pointed out that consideration would need to be given to an appropriate budget.

Resolved: To consider an appropriate budget at a future meeting.

CLF26/2022 Event Funding – Kendal Torchlight Festival

Note – Cllrs H Ladhams and C Russell declared Other Registrable Interests in this item of business by virtue of the fact that they were members of the Torchlight Board. They, therefore, left the room for the remainder of the meeting and so took no part in the discussion or voting on the item. Cllr K Simpson took the Chair for the remainder of the meeting.

Further to Minute CLF18(b)/2022, the Committee was asked to consider a festival grant application for £3,000 to contribute towards engaging community groups, logistics, marketing budget, with some to be used as seed funding for the community development work Torchlight carried out across the Town and enhancing the creative content with the work of local people.

Resolved: To offer a grant of £3,000 to Kendal Torchlight Festival.

The meeting closed at 8.05 p.m.

Kendal Town Council 2022-23 Budget

7 Months Exp - April-Oct

Income/Exp

	22/23 Budget	Exp to Date	Forecast
CHRISTMAS LIGHTS & FESTIVALS			
Christmas Lights & Installation/Storage	£17,500		
Infrastructure Development & Maint	£10,000	£74	
Christmas Electricity	£750		
Christmas Switch On	£3,500	£21	
Bunting	£1,250	£1,137	
Platinum Jubilee	£5,000	£3,273	
Fellside Forum (From Jubilee Budget)		£250	
<u>Festival Grants paid from 21/22 Budget</u>			
Unity Festival		£1,700	
Brewery Poets		£3,700	
Comic Arts		£2,500	
Kendal Community Theatre		£1,000	
Festival Grants	22/23 Budget		
	£30,000		
Torchligh		£5,000	
2nd Torchligh		£3,000	
Mountain Festival		£5,000	
Cumbria Opera Festival		£1,500	
Kendal Wool Gathering		£2,500	
Kendal Micro Fest		£1,500	
Kendal Rugby Club			
Total Christmas & Festivals	£68,000	£25,755	£68,000

Christmas Trees to come out of this Budget plus Delivery if needed

£2500 awarded. The Firework Display has been cancelled, Garnt no longer required this year

£11500 Remaining in the Festival Budget.

Kendal Town Council Report

To: Christmas Lights and Festivals Committee	21 November 2022
From: Cllr M Helme	Agenda Item No. 7

The following paper was presented to Management Committee on 7 November 2022. That committee assented to the proposal being considered by the Christmas Lights and Festivals Committee under the governance proposals contained in the paper below.

Active Kendal

Active Kendal is a scheme proposed by Cllr Mhairi Helme, which matches young people in Kendal with local sporting clubs and organisations. Aimed initially at young people eligible for the Pupil Premium, it is designed to eliminate affordability as a factor in the take up of active lifestyles.

There are many proven links between levels of activity in young people and their families and wellbeing, not just related to physical health, but also to mental wellness and community cohesion.

Model and Governance

There are a number of ways the council could support such a scheme. The Council could employ someone directly, it could engage a facilitator, or it could engage another organisation to deliver the scheme.

The scheme proposers envisage the council commissioning a facilitator to engage with schools, young people and their families and sports and activity providers in the town. The scheme would be overseen by a steering group appointed by the Christmas Lights and Festivals Committee (assuming the wider Cultural role that Committee is seeking). The Council's appropriate budget allocation would be delegated to CLF to manage.

Funding

The Scheme proposers envisage that the Council funds its initial stages – engaging a facilitator and providing a working budget to purchase the necessary membership access to the activity providers. This would see the council allocate around £25k in year one, to be divided fairly evenly between the facilitator and the activity providers. It would also allow for some transport provision, probably necessary, particularly in winter months.

Council Powers

The Council has a power under s19 of the Local Government (Miscellaneous Provisions) Act 1976 to provide 'assistance of any kind' for 'such recreational facilities as it sees fit'.

Outcomes

A scheme was trialled, in collaboration with a number of local schools, in the October half term. Outside funding from the Scott Trust was secured to enable a range of families to attend the YMCA's centre at Lakeside. This showed that the level of interest was considerable and that partners and co-funders were readily available.

It would be the aim to facilitate the engagement with activity for at least 25 per cent of the town's current Pupil Premium children and their families in the first couple of years. The current term statistics suggest 509 children in Kendal schools' population of 3,556 are currently in this group (14 per cent).

The intention for the first year of operation would also be to achieve at least half the scheme's running costs from external funders. In due course, it would be anticipated that the Council's contribution to running costs reduced in line with the facilitator's success in attracting external funding to support the activities.

Kendal Town Council Report

To: Full Council	21 November 2022
From: Town Clerk	Agenda Item No. 9

DRAFT Budget 2023-24

Item	2022-23	Proposed 23-24	Notes
Lights – installation & storage	17,500	18,000	
Infrastructure development and Maintenance	10,000	3,000	
Electricity	750	850	
Switch on event	3,500	4,500	Uplifted to reflect slightly
Bunting	1,250	1,250	
Coronation (Jubilee)	5,000	15,000	
Active Kendal	0	25,000	
Community engagement	0	10,000	New funding stream to develop community engagement strategy, reflecting Committee's aspiration
Festival Grants	30,000	30,000	No increase in overall grants available
Total	68,000	107,600	