

KENDAL TOWN COUNCIL

Notice of Meeting

KENDAL IN BLOOM COMMITTEE

Tuesday, 28th April 2020 at 7.00 p.m.
(Via Teleconferencing)

Committee Membership (5 Members)

Andy Blackman (Chair)
Carol Hardy

Richard Sutton (Vice Chair)
Chris Rowley

Adam Edwards

Co-opted Members:

Caroline Stuart (Horticulture)

Mandy Nicholson

Brian Harrison (BID)

Tony Rothwell (Kendal Civic Society)

Lynne Oldham

Phil Walker

AGENDA

1. **APOLOGIES**

2. **PUBLIC PARTICIPATION**

Any member of the public who wishes to ask a question, make representations or present a deputation or petition at this meeting should apply to do so before the commencement of the meeting. Information on how to make the application is available on the Council's Website - <http://www.kendaltowncouncil.gov.uk/kendal-town-council/statutory-information/guidance-on-public-participation-at-kendal-town-council-meetings/> or by contacting the Town Clerk on 01539 793490.

3. **DECLARATIONS OF INTEREST**

To receive declarations by Members and/or co-optees of interests in respect of items on this Agenda

[In accordance with the revised Code of Conduct, Members are required to declare any Disclosable Pecuniary Interests (DPIs) or Other Registrable Interests (ORIs) which have not already been declared in the Council's Register of Interests. Members are reminded that it is a criminal offence not to declare a DPI, either in the Register or at the meeting. In the interests of clarity and transparency, Members may wish to declare any DPI which they have already declared in the Register, as well as any ORI.]

4. **MINUTES OF MEETING HELD ON 28TH JANUARY 2020 (SEE ATTACHED) AND MATTERS ARISING (NOT OTHERWISE ON AGENDA)**

5. **KENDAL IN BLOOM AND CUMBRIA IN BLOOM COMPETITIONS 2020**

6. **PROJECT UPDATE REPORT (SEE ATTACHED)**

7. **WESTMORLAND HORTICULTURAL SOCIETY SUMMER SHOW SPONSORSHIP REQUEST (SEE ATTACHED)**

8. **ITEMS FOR THE NEWSLETTER**

- Summer 2020 Edition – deadline 12th June, publication 20th July
- Autumn/Winter 2020 Edition – deadline 18th September, publication 26th October

9. **REVIEW OF SPEND AGAINST BUDGET 2019/20 (SEE ATTACHED)**

10. **ANY OTHER BUSINESS**

11. **DATE OF NEXT MEETING – MONDAY 12TH OCTOBER 2020 AT 7PM**

KENDAL TOWN COUNCIL

Janine Holt

Assistant to the Town Clerk

By e-mail/post to: Members of the Committee
 All other Councillors (agenda only, for information)

Please note that only Committee Members will receive the minutes and attachments, but that other Councillors may request a copy of any agenda papers. Any Councillor who is not a Committee Member may still attend the meeting, as an observer.

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

KENDAL TOWN COUNCIL

Kendal in Bloom Committee

**Tuesday 28th January 2020 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Andy Blackman (Chair), Richard Sutton (Vice Chair), and Chris Rowley
Co-opted: Tom (Horticare) and Brian Harrison.
- APOLOGIES** Councillor Adam Edwards, Mandy Nicholson and Lynne Oldham
- OFFICERS** Janine Holt (Assistant to the Town Clerk) and Pierre Labat (Townscape Manager)
- 774/19/20 PUBLIC PARTICIPATION**
None
- 775/19/20 DECLARATIONS OF INTEREST**
None
- 776/19/20 MINUTES OF THE MEETING HELD ON 29TH OCTOBER 2019**
The Chairman presented the minutes of the meeting held on 29th October 2019, which had been approved by full Council on 2nd December 2019.
- RESOLVED** That the minutes of the meeting of the Committee held on 29th October 2019 be accepted as a correct record.
MATTERS ARISING (Not on Agenda)
- 777/19/20 (500/19/20) Presentation by Ghyllside Residents**
Janine Holt contacted the residents on 6.11.19 and informed them that a clear indication from Highways on the location of the planters was needed before any funding decision was made. It was agreed that Janine Holt should make contact with them to ascertain if they had made any progress with Highways, it was noted that there was still some community funds available in the budget and if they have permission to site the planters, the Committee would allocate some support funding.
- RESOLVED** Janine Holt to contact Ghyllside residents for an update on the project.
- 778/19/20 503/19/20 Kendal in Bloom**
Janine Holt confirmed that that Town Hall had been booked for 12th November for the KIB Awards Ceremony
Janine Holt confirmed she had liaised with the Project Manager about the bus station being a possible location for the experimental ivy.
Janine Holt confirmed she had liaised with Cllr Ladhams

779/19/20**Tree Planter Cladding**

The Chairman reported that the project is progressing. The Project Manager has sourced a sample planter that will be delivered to the contractor in Penrith for them to develop a prototype. The Environment and Highways Committee are leading on this project.

780/19/20**512/19/20 Natural Heritage Project**

Janine Holt confirmed she had met with the project lead Terry Parr and Toni Yates on 15th January. Terry Parr reassured her that the planter at Kirkland would have some more interest in the Spring and it was agreed to monitor this for the remainder of the year. The planters will be assessed at the end of the year in preparation for the possible Britain and Bloom judging in 2021.

RESOLVED

Janine Holt will continue to monitor the project.

781/19/20**511/19/20**

The Chairman informed the group that the development fund of £6000 has now been reduced to £2000 because we are not representing Cumbria in the Britain in Bloom competition.

782/19/20**KENDAL IN BLOOM AND CUMBRIA IN BLOOM COMPETITIONS 2020****Civic Planting**

Pierre Labat showed the members a visual of the proposed planting, inclusion of my sustainable plants with a reduced number of annuals. The Committee approved the modified planting style.

Kendal in Bloom Initiative - Development of a Nature Trail

The Chairman provided an update. The meeting took place before Christmas and Jamie Normington from Cumbria Wildlife Trust was also present. The outcome of the meeting was to create a Kendal nature trail, joining up a lot of the nature environments in Kendal. The draft route was shared with members. The route links greenspaces, woodlands, and natural habitats and recognises the biodiversity that already exists within the Town. The concept was well received by the members and they all agreed that they would like to see it developed as a long term project. It is hoped that it will have a degree of permanence with the development of an app.

Councillor Chris Rowley explained that the Environment Agency have proposals for planting schemes all along the river. The North of the town has an area designated as a wet land and he suggested this would be worth trying to incorporate into the nature trail.

The Chairman also explained about the 'Lost Words' initiative and how many words relating to nature have been removed from the Junior Oxford dictionary. It was suggested that the Schools Challenge should focus on the 'Lost Words' and the Committee agreed to develop a schools project with a focus on the lost words.

Cumbria in Bloom Committee Meeting

Councillor Richard Sutton informed the group that he had attended a Cumbria in Bloom Committee meeting in October and had agreed to be the representative for Kendal Town council on that Committee.

Edible Planter at Nobles Rest

Councillor Rowley informed the group that he had a volunteer to maintain the planters at Nobles Rest for the forthcoming year. He requested a small amount of funding to cover the costs of plants. The Committee agreed to £60.00 being allocated from the budget.

Great British Spring Clean

The Chairman reported that the Great British Spring Clean starts on the 20th March – 13th April 2020 and he suggested that members considered organising some litter picks.

- A town centre litter pick will take place at 10.00am on 4th April meeting at Fantastic Kendal on Finkle Street.
- A northern town will take place on 29th March

It was also highlighted that an ex-mayor (David Birkett) collects litter in his own time and has kept a record of the amount of litter he has collected over the years. The Chairman would like to acknowledge his dedication with a certificate of appreciation later in the year when they are issued.

Pierre Labat currently co-ordinates the litter pick equipment, during his absence, Janine Holt will be the point of contact. It was agreed that Pierre Labat would check the equipment before he finishes and report to Janine Holt if any replacement equipment is required.

RESOLVED The Committee have agreed to develop a Nature Trail around Kendal.

RESOLVED The schools challenge would focus on the 'Lost Words' Pierre Labat will check the litter pick equipment. The Committee have agreed to replace any damaged equipment out of this year's budget.

RESOLVED A series of litter picks will be arranged during the Great British Spring Clean initiative.

783/19/20

PLANTING AT BRIARRIGG

Councillor C Rowley provided an update on his visit with the resident from Briarigg. The gentleman is very knowledgeable and has transformed the area. He has kept a visual log of the transformation through the seasons which Councillor Rowley viewed. He does appear to be undertaking this initiative on his own but the local community are supportive. He would like to use the funds to plant more native bluebells, keeping the environment very natural. This is an excellent example of what someone can do and it should feature in the KIB portfolio. Councillor Rowley asked if we could approach this gentleman to see if he would share his expertise if the need arose. The Committee members agreed to support his request of £300 to purchase more bulbs.

RESOLVED The Committee agreed to support funding of £300 for bulbs in the Briarigg area.

784/19/20

SOCIAL MEDIA SITE FOR KENDAL IN BLOOM

The Chairman reported that this had been raised at a Management Committee meeting. The members agreed to explore the potential

for a Facebook page but it was imperative that the privacy and the group setting are correctly set up. Brian Harrison suggested that Simon Thomas former BID Chairman would be a good contact to help with the set up. Councillor Andy Blackman proposed that we explore the potential for showcasing and promoting KIB via social media, this was seconded by Councillor Chris Rowley and carried unanimously.

RESOLVED

That the Committee would explore the possibility of a Facebook page

785/19/20**POLLINATOR PROJECT FINAL REPORT**

Councillor Chris Rowley provided a summary of the findings contained within the report. Over 700 children were involved in the project over the 3 year period. It was acknowledged that choice of location did constrain the project. Red clover was present at each site. Also the report provided evidence that less fertile land was beneficial to growth of wild flowers.

The final project was an arts project with the schools which culminated in the development of mobile boards. Janine Holt asked whether these could be available at the presentation on the Cumbria in Bloom judging day and at the Kendal in Bloom awards ceremony. Councillor Rowley confirmed he would investigate this request and report back to Janine Holt. A copy of the report will be included in the portfolio.

Following on from the findings, Councillor Rowley put forward a proposal that we ask the planning committee to request that on large building projects some land is cleared/scrapped of, thereby reducing the fertility of the soil to provide a suitable area for wild flower planting to thrive. Councillor Richard Sutton seconded this proposal and it was carried unanimously.

RESOLVED

That the planning committee comment on large building projects to request that some land is cleared/scrapped off thereby reducing the fertility of the soil to provide a suitable area for wild flower planting to thrive.

786/19/20**ITEMS FOR THE NEWSLETTER****Summer**

Advertise social media link

Autumn/Winter

Nature walk and KIB presentation evening

787/19/20**REVIEW OF SPEND AGAINST BUDGET 2019/20**

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

RESOLVED

The members noted the contents of the Financial Statement as at the end of December 2019 and agreed to the following spend:

Community Projects-

- Briarigg Area Planting – £300
- Nobles Rest Edible Planters– £60
- Natural Heritage Trail - purchase of robust signage for each planter(cost to be confirmed)
- Replace any damaged litter picking equipment (cost to be confirmed)
- Provide planters for Ghyllside residents (cost to be confirmed)

Installation and Maintenance

- Purchase replacement compost - £496

Kendal in Bloom Competition

- Purchase gift cards

788/19/20

ANY OTHER BUSINESS

None

789/19/20

DATE OF THE NEXT MEETING

That the next meeting will be held on Tuesday 14th April 2020 at 7.00 pm.

The meeting closed at 8.30 pm.

Summary of Information, Resolutions and Recommendations to Council

| Min | Subject | Information/Resolution/Recommendation to Council | |
|------------|--|---|---|
| 777 | Presentation by Ghyllside Residents | RES | Janine Holt to contact Ghyllside residents for an update on the project |
| 780 | Natural Heritage Project | RES | Janine Holt will continue to monitor the project. |
| 782 | Kendal in Bloom and Cumbria in Bloom Competitions 2020 | RES | <ol style="list-style-type: none"> 1. The Committee have agreed to develop a Nature Trail around Kendal. 2. The schools challenge would focus on the 'Lost Words' 3. Pierre Labat will check the litter pick equipment. The Committee have agreed to replace any damaged equipment out of this year's budget. 4. A series of litter picks will be arranged during the Great British Spring Clean initiative. |
| 783 | Planting at Briarigg | RES | The Committee agreed to support funding of £300 for bulbs in the Briarigg area. |
| 784 | Social Media Site for Kendal in Bloom | RES | That the Committee would explore the possibility of a Facebook page |
| 785 | Pollinator Project Final Report | RES | That the planning committee comment on large building projects to request that some land is cleared/scrapped off thereby reducing the fertility of the soil to provide a suitable area for wild flower planting to thrive. |
| 786 | Review of Spend Against Budget 2019/20 | RES | <p>The members noted the contents of the Financial Statement as at the end of December 2019 and agreed to the following spend:</p> <p>Community Projects-</p> <ul style="list-style-type: none"> • Briarigg Area Planting – £300 • Nobles Rest Edible Planters– £60 • Natural Heritage Trail - purchase of robust signage for each planter(cost to be confirmed) • Replace any damaged litter picking equipment (cost to be confirmed) • Provide planters for Ghyllside residents (cost to be confirmed) <p>Installation and Maintenance</p> <ul style="list-style-type: none"> • Purchase replacement compost - £496 <p>Kendal in Bloom Competition</p> <ul style="list-style-type: none"> • Purchase gift cards |

Kendal in Bloom Committee

Project Update Report

Coronavirus Impact Update

Following on from the announcement on the 23rd March by the Prime Minister, the restrictions have impacted on the Council workload and the way business is conducted.

All meetings have either been cancelled or will be conducted digitally. The Town Council office is closed and all members of staff with the exception of Pierre will be working from home. Pierre is undertaking essential tasks only and is observing the social distancing measures at all times.

This situation is fluid and we will continue to monitor it and respond to any changes as and when required.

Civic Planting

I have been in contact with both Continental and Horticare to ascertain the situation with the civic planting.

- **Continental Landscapes**

I have spoken with Andy Tallon from Continental who has confirmed that the summer plants have been ordered and are being cared for at the nursery. If the situation doesn't change, the planting will take place as scheduled in late May. Andy Tallon and I have agreed to continue regular contact and to monitor the situation.

- **Horticare**

Shelley Stokes from Horticare has confirmed that the summer plants are in the greenhouse on site at Horticare and are being taken care of by a member of staff. Horticare is not open currently and it is unclear when the services will resume.

Taking the above information into account, as it stands at the moment, the civic planting will go ahead as scheduled. This situation will be closely monitored over the coming weeks and I will keep the Committee updated.

ACTION – For information

Cumbria in Bloom Competition & Kendal in Bloom Initiative

The Cumbria in Bloom and Kendal in Bloom initiatives have been cancelled for this year.

ACTION – For information

Social Media

It has been suggested that I speak with Helen (Project Manager) to help set up Kendal in Bloom Facebook page. We will encourage communities/residents to send in their photographs/stories of their gardens and all their horticultural efforts during the lock down.

ACTION – For information

The Townscape Manager

I am pleased to report that Pierre returned to work on Monday 30th March after his operation and recovery time.

He is currently working on essential tasks only. The allotments are open so the maintenance of the sites is the main focus of his current workload.

In the coming weeks Pierre will also start to prepare for the summer planting and undertake the watering schedule. A potential problem could be with the watering of the hanging baskets. Due to his recent operation, undertaking this task may pose a problem. With this in mind, it would be useful to have a contingency plan. My initial thoughts are with 2 options:

- Identify another individual to help with the watering of the hanging baskets
- Utilise the flowers from the hanging baskets in either an alternative location or produce pots that can be disturbed to the community to boost morale after the lock down.

A decision can be made nearer the time.

ACTION – For Information

KENDAL TOWN COUNCIL REPORT

| | |
|-----------------------------------|-----------------------------|
| To: Kendal in Bloom Committee | 28 th April 2020 |
| From: Assistant to the Town Clerk | Agenda Item No. 7 |

Westmorland Horticultural Society Summer Show Sponsorship Request

Committee are requested to consider the following sponsorship request:

“It’s that time of the year for preparation of our Summer Show and for the last few years you have very generously donated £75 prize money to our show. Please could you let me know if Kendal in Bloom would be prepared to sponsor again for 2020? The show this year is on Sunday 5th July, 2020.

Looking forward to hearing from you in the near future.

Once again thank you for your continued support

Linda & Derek Carlisle”

KENDAL TOWN COUNCIL - KENDAL IN BLOOM COMMITTEE

BUDGETARY CONTROL STATEMENT: EXPENDITURE TO 31 MARCH 2020

| 2019/20 Approved Budget | Heading | Actual to date | Commitments | Total to date | Budget Remaining |
|-------------------------------|-----------------------------------|-------------------|--------------|------------------|---------------------|
| £ | | £ | £ | £ | £ |
| | Expenses: | | | | |
| 17,190 | Staffing | 17,190 | 0 | 17,190 | 0 |
| 17,000 | Floral Displays | 15,882 | 60 | 15,942 | 1,059 |
| 4,050 | Community Projects | 662 | 920 | 1,582 | 2,468 |
| 950 | Community Projects - Fern Trail | | 950 | 950 | 0 |
| 1,500 | Installation & Maintenance | 692 | 260 | 952 | 548 |
| 1,000 | Vehicle Running Costs | 1,571 | (319) | 1,252 | (252) |
| 1,700 | Kendal in Bloom Competitions | 1,299 | 604 | 1,903 | (203) |
| 43,390 | Sub-Total | 37,295 | 2,475 | 39,770 | 3,620 |
| | Receipts: | | | | |
| (500) | Sponsors | (870) | | (870) | 370 |
| | Donation from Cllr Peter Thornton | (300) | | (300) | 300 |
| 42,890 | Total: | 36,125 | 2,475 | 38,600 | 4,290 |
| | Action Plan Projects: | | | | |
| 1,900 | SLACC Pollinator Project | 1,900 | | 1,900 | 0 |
| 1,900 | Total: | 1,900 | 0 | 1,900 | 0 |