

Kendal Town Council

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



21 June 2021

To Members of the Kendal in Bloom Committee

| | |
|-----------------|-----------------------------------|
| Cllr A Blackman | C Stuart (Horticare) |
| Cllr A Edwards | M Nicholson |
| Cllr C Hardy | L Johnston (BID) |
| Cllr C Rowley | Toni Yates (Kendal Civic Society) |
| Cllr R Sutton | P Walker |

You are invited to a non-statutory Working Group meeting of Kendal Town Council's Kendal in Bloom Committee on Monday 28 June 2021 at 7pm, via Zoom. Details of the meeting can be found on the Town Council's website at www.kendaltowncouncil.gov.uk.

Distributed to other members of the Council for information only.

Yours faithfully

Chris Bagshaw
Town Clerk

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. Notes from the Last Meeting

To receive the notes of the meeting on 17 March 2021, and affirm them as a true record.

5. Torchlight 2021 - Gardens of Delights

To receive a presentation by Craig Russell, Director and Chair of Kendal Torchlight, on their theme for 2021..

6. Somervell Garden

To review the plans for the Somervell Garden planting and review how the Committee will oversee its ongoing management.

Background

The Somervell Garden is a series of grassy terraces descending to the river in front of the Kendal Day Centre, off Dowkers Lane. The Town Council has had a licence to work the garden from Cumbria County Council for some time, but this has not been actively managed in recent years. The Environment and Highways committee were able to apply some of their biodiversity funding to establish a wildflower planting scheme on the terraces. It is anticipated that this would be managed under the KiB portfolio in future years.

7. Kendal in Bloom and Cumbria in Bloom Initiative 2021

To update members on the Kendal in Bloom and Cumbria in Bloom 2021 initiatives.

8. Draft Grants Criteria

To consider the draft criteria for Kendal in Bloom grants. (*See attached*)

9. Items for the Newsletter

- Autumn/Winter 2021 Edition – deadline 17th September, publication 25th October

10. Review of Spend Against Budget 2020/21 (*See attached*)

To note the budget to date and consider the purchase of crocus bulbs and a funding request for planter signs at Cricket Club and Sandgate School.

11. Date of Next Meeting – Monday 11 October, 2021 at 7pm.

Kendal in Bloom Committee

**Wednesday 17th March 2021 at 7.00 pm
(Via Zoom)**

- PRESENT** Councillors Andy Blackman (Chair), Richard Sutton (Vice Chair), Adam Edwards and Chris Rowley
- Co-opted: Toni Yates (Kendal Civic Society), Mandy Nicholson and Lynda Johnston (BID)
- APOLOGIES** None
- OFFICERS** Janine Holt (Assistant to the Town Clerk), Pierre Labat (Townscape Manager) and Nicky King (Council Secretary)
- 691/20/21 PUBLIC PARTICIPATION**
- None.
- 692/20/21 DECLARATIONS OF INTEREST**
- Councillor Adam Edwards declared an interest in item 7 of the Agenda (Community Funding).
- 693/20/21 MINUTES OF THE MEETING HELD ON 12TH OCTOBER 2020**
- The Chairman presented the minutes of the meeting held on 12th October 2020. Councillor Sutton proposed that the minutes be approved as a correct record of the meeting. This was seconded by Councillor Edwards and carried unanimously.
- RESOLVED** That the minutes of the meeting of the Committee held on 12th October 2020 be accepted as a correct record.
- 694/20/21 MATTERS ARISING (Not on Agenda)**
- Minute Ref 327/20/21 – Natural Heritage Trail
Funding of £430 is required to extend the Natural Heritage Trail to the area outside the cricket ground on Shap Road. Terry Parr and Councillor Edwards are in discussions regarding the Sandylands area.
 - Minute Ref 330/20/21 – Kendal in Bloom and Cumbria in Bloom Competitions
Pollinator planting has been provided and further plants are on order.
 - The Project Manager has advised that the Environment & Highways Committee would be supportive of the idea to utilise the Castle grounds and Canal towpath for wild flower meadows, subject to the Kendal in Bloom Committee taking the project forward. The idea was raised at the last meeting when it was suggested that Continental collect grass cuttings to enable some

wild flower meadows. Councillor Rowley commented that choosing the least fertile areas should result in greater success. Councillor Blackman proposed that Committee explore the potential for some areas of the Castle grounds and towpath to be encouraged as wild flower meadows. This was seconded by Councillor Rowley and carried.

- Janine and Pierre are to liaise on a suitable place to relocate barrier baskets on railings outside the Citizens Advice Bureau to facilitate the ivy screening project.
- Minute Ref 337/20/21 – AOB
Pierre advised that compost has been ordered and is in storage.
- Janine confirmed that Phil Walker wishes to remain a co-opted Member of the Committee, Lynne Oldham does not.

RESOLVED

That Committee explore the potential for some areas of the Castle grounds and towpath to be encouraged as wild flower meadows.

695/20/21

COMMUNITY INVOLVEMENT

Members discussed how Committee could engage with the community and promote Kendal in Bloom.

Suggestions put forward included advertising on the KTC Facebook page and Residents' Associations and community gardening groups such as Kendal Fell Triangle. There was a discussion regarding whether community engagement should be a committee or full Council led initiative.

Grants for community initiatives was raised and it was agreed to advertise this on Facebook to encourage groups to come forward. The need for a policy/set of guidelines was highlighted. Janine will prepare a KIB specific draft to align with other granting committees for the next meeting. Councillor Edwards proposed that Committee consider bids from community groups for a minimum of £50 and a maximum of £500 to develop horticultural projects. Evidence of some form of match funding to be encouraged. This was seconded by Councillor Rowley and carried.

RESOLVED

Janine to prepare draft KIB policy for community initiatives grants for the next meeting. Grants for a minimum of £50 and a maximum of £500 to be considered. Evidence of match funding to be encouraged.

696/20/21

KIB INITIATIVE 2021

Janine advised that she has received no communication from Cumbria in Bloom organisers so presumes the competition has been put on hold for this year due to the pandemic. She expressed her wish to organise some form of community planting scheme to acknowledge a challenging year.

Councillor Blackman put forward a suggestion to endeavour to create some bloom interest with the town centre. The idea was to encourage shops and businesses to decorate florally an old kitchen chair and display in windows or bring outside. Flowers could be real or made out of wool etc. A competition could be held. Lynda Johnston commented that getting business engagement can be a challenge, however BID are very aware of the appearance of the town for the 'recovery year' and she will talk to BID committee. During a general discussion it was agreed not to actively pursue a schools completion, although schools would be welcome to participate. It was suggested that the project could be called 'Blooming Businesses' or 'Business is Blooming'. A separate Zoom discussion will be arranged to discuss promotion ideas.

Pierre commented that the appearance of the Bird Cage is currently very poor and suggested improvements could be made such as increasing vegetation. Members agreed to look at ways to make floral enhancements at the next meeting.

It was noted that civic planting is on track.

The tower displays usually positioned outside the Town Hall entrance are to be placed elsewhere. The possibility of relocating these to the Market Place is to be explored.

Work has started on the Canal Path area to develop approx. 40 new allotment plots.

A community group for young people with complex needs have taken on an allotment plot on Rinkfield. The plot will be used for gardening therapy. The group has transformed the area and there have been a lot of community donations.

RESOLVED

1. Possible floral enhancements to the Bird Cage to be discussed at the next meeting.
2. Possibility of relocating tower displays usually positioned outside the Town Hall to the Market Place to be explored.

697/20/21

COMMUNITY FUNDING

Committee were asked to consider the following bids for funding:

698/20/21

- (1) Ghyllside Group for planters at Ghyllside.

The Group approached Committee in 2019 with a proposal for planters. This was rejected at the time and match funding was requested. A detailed proposal was put forward in October 2020, however this was considered to be expensive. Councillor Rowley advised that he has discussed a phased approach with the Group, along with a suggestion that they carry out nitrogen and particulate monitoring and Committee support them in year one with 1 or 2 planters. The cost for one planter is approximately £500. The Group would start to put in some screening such as bamboo and look into match funding for another planter next year. Highways indicated

approval to the screening in 2020, provided KTC would take on responsibility from the Group if necessary in the future.

It was proposed by Councillor Rowley to fund £500 for the purchase and installation of one planter based on a promenade style of planter. This was seconded by Councillor Sutton and carried. Janine to write to the group to confirm.

RESOLVED

That Committee fund £500 to the Ghyllside Group for the purchase and installation of one planter.

699/20/21

(2) Manna House for developing a sensory space in small garden.

Costings have previously been requested and it was noted that these have still not been provided. The request is for a donation of between £200-£500. Committee discussed the difference between a donation and a grant to fund a project. Janine will remind Manna House that costings are still awaited.

RESOLVED

Janine to remind Manna House that costings are still awaited.

700/20/21Birds Park Reservoir

Councillor Edwards talked about development works at Birds Park Reservoir by United Utilities. He suggested that this presents a good opportunity to work with UU to set up an educational project on flood risk. He is currently in discussions with Terry Parr in this respect. Councillor Rowley commented that the biodiversity element should be highlighted in discussions with the EA and UU. Councillor Edwards will provide more detail at the next Committee meeting.

701/20/21

Extension of the Kendal Legendary Landscape Trail into Sandylands
Following previous discussions with Terry Parr regarding extending the Trail to the area outside the Cricket Club, Janine advised that funding of £430 is required to create a display there.

Terry Parr is also proposing a demo planter outside Sandgate School with a "natural health service" theme. The cost would be £150 for planting and the donation of a clad planter. Councillor Edwards said the Sandylands Residents' Association would be supportive of the project.

Councillor Blackman proposed that funding of £430 to extend the legendary landscape trail outside the Cricket Club and £150 for a demo planter at Sandgate School be approved. This was seconded by Councillor Edwards and carried.

RESOLVED

That funding of £430 to extend the legendary landscape trail outside the Cricket Club and £150 for a demo planter at Sandgate School be approved.

702/20/21**SOUTH LAKES FOYER AND MAUDES MEADOW PLANTERS**South Lakes Foyer

There are 2 tiered planters outside South Lakes Foyer which have not been used this year. It was noted that the location is dark and

shady. Watering is also difficult and impractical and the planters would be better relocated. Members discussed possible locations including the Market Place, railway station area, gravelled area on Shap Road and outside County Hotel. It was agreed that Councillor Blackman, Pierre and Mandy will carry out site visits to assess suitability for relocation. Janine will contact Horticare regarding the possibility of them supplying planting for this year.

Maudes Meadow

At the previous meeting Toni Yates offered to take on the planters outside Nobles Rest. She presented a planting plan for consideration by Members. The cost to implement the planting would be £309 for both planters. Members agreed the plan fit in well with the central planting scheme in Maudes Meadow. Councillor Rowley proposed that Committee approve the planting. This was seconded by Councillor Edwards and carried.

It was noted that these works need progressing as soon as possible before the end of the financial year on 31st March.

Mandy commented that the area outside the Cricket Club is looking really good following recent work there.

RESOLVED

1. Site visits to be conducted to assess suitability for the relocation of planters at South Lakes Foyer.
2. Planting plan for planters outside Nobles Rest to be approved at a total cost of £309.

703/20/21

ROOTS OF REMEMBRANCE

Councillor Blackman highlighted a tree planting initiative by RHS in memory of those who have lost their lives during the pandemic. Members were asked to consider whether they wished to publicise the initiative. Following a general discussion it was agreed to bring the idea to people's attention on the KTC Facebook page.

RESOLVED

That the tree planting initiative be publicised on the KTC Facebook page.

704/20/21

TORCHLIGHT GARDENS OF DELIGHTS

Members considered correspondence from Craig Russell which advised that the theme for this year's Kendal Torchlight will be "Gardens of Delight".

Janine will contact Craig Russell, Chair of Kendal Torchlight, to advise Committee are fully supportive of the theme and delighted to provide support in any way possible.

There was a general discussion regarding the possibility of an initiative for residents to send in pictures of their front gardens etc.

RESOLVED

Janine to contact Craig Russell to confirm Committee's support for the Torchlight theme.

705/20/21**ITEMS FOR THE NEWSLETTER**

Items suggested included:

- Business is Blooming project discussed earlier in the meeting.
- Maudes Meadow Planters.
- Extension of the Kendal Legendary Landscape Trail.

Councillor Blackman suggested organising monthly 'Keeping Kendal Mint Clean' litter picks to promote cleanliness in the town. He will prepare a proposed schedule of dates. This will be publicised on the KTC Facebook page and residents will be invited to suggest grot spots to be targeted. There was a general discussion regarding litter, during which it was suggested that Kendal's yards should be an area to target.

706/20/21**REVIEW OF SPEND AGAINST BUDGET 2020/21**

Members considered the Financial Statement as at the end of February 2021.

Community Projects

Budget of £3,610 remains following expenditure approved during the meeting. It was agreed to purchase a dozen litter pickers and other litter picking equipment such as disposal gloves from the remaining budget.

Installation & Maintenance

It was noted that budget remains under the heading. A suggestion was made to purchase peat free compost from Horticare. Some of this would be provided to the Ghyllside Group for the planters at Ghyllside and the rest will be stored.

Action Plan Projects

The £750 budget remaining will rollover.

Members discussed the vouchers for schools which are usually presented. It was agreed as a goodwill gesture to give a £25 voucher to those schools that are historically involved in recognition of ongoing commitment to bloom projects over the years.

RESOLVED

1. Litter picking equipment to be purchased from remaining Community Projects budget.
2. Peat free compost to be purchased from remaining Installation & Maintenance budget.
3. £25 vouchers to be presented to schools as a goodwill gesture.

707/20/21**DATE OF THE NEXT MEETING**

The date scheduled for the next meeting is currently Monday 12th April 2021, however the Town Clerk is to look at an alternative date in May.

The meeting closed at 9.01pm.

Summary of Information, Resolutions and Recommendations to Council

| Min | Subject | Information/Resolution/Recommendation to Council | |
|------------|---|---|--|
| 694 | Wild Flower Meadows – Castle grounds and towpath | RES | That Committee explore the potential for some areas of the Castle grounds and towpath to be encouraged as wild flower meadows. |
| 695 | Community Involvement | RES | Janine to prepare draft KIB policy for community initiatives grants for the next meeting. Grants for a minimum of £50 and a maximum of £500 to be considered. Evidence of match funding to be encouraged. |
| 696 | KIB Initiative 2021 | RES | <ol style="list-style-type: none"> 1. Possible floral enhancements to the Bird Cage to be discussed at the next meeting. 2. Possibility of relocating tower displays usually positioned outside the Town Hall to the Market Place to be explored. |
| 698 | Community Funding - Ghyllside Group | RES | That Committee fund £500 to the Ghyllside Group for the purchase and installation of one planter. |
| 699 | Community Funding - Manna House | RES | Janine to remind Manna House that costings are still awaited. |
| 701 | Community Funding – Legendary Landscape Trail into Sandylands | RES | That funding of £430 to extend the legendary landscape trail outside the Cricket Club and £150 for a demo planter at Sandgate School be approved. |
| 702 | South Lakes Foyer and Maudes Meadow Planters | RES | <ol style="list-style-type: none"> 1. Site visits to be conducted to assess suitability for the relocation of planters at South Lakes Foyer. 2. Planting plan for planters outside Nobles Rest to be approved at a total cost of £309. |
| 703 | Roots of Remembrance | RES | That the tree planting initiative be publicised on the KTC Facebook page. |
| 704 | Torchlight Gardens of Delights | RES | Janine to contact Craig Russell to confirm Committee's support for the Torchlight theme. |
| 706 | Review of spend against budget 2020/21 | RES | <ol style="list-style-type: none"> 1. Litter picking equipment to be purchased from remaining Community Projects budget. 2. Peat free compost to be purchased from remaining Installation & Maintenance budget. 3. £25 vouchers to be presented to schools as a goodwill gesture. |

KENDAL TOWN COUNCIL REPORT

| | |
|--------------------------------|-------------------|
| To: Kendal in Bloom Committee | 28 June 2021 |
| From: Council Services Officer | Agenda Item No. 8 |

Kendal in Bloom – Community Funding

Notes to support applying for Community Funding

Introduction

Every year, the Kendal in Bloom Committee makes funding available support projects which are of benefit to the residents of Kendal. This Community funding is administered through the Kendal in Bloom Committee and has to identify at least one of the Kendal in Bloom priority areas.

Funding Priority Areas

- **Horticultural Achievement**
- **Environmental Initiatives & Encouraging Biodiversity**
- Community Involvement

Who Can Apply for Funding

Funding is available for local groups and small organisations based in Kendal.

Applicants must demonstrate they are able to deliver the activities supported by funding.

Applicants must show that they have investigated other sources of funding and made plans for the future.

The Committee will not fund commercial organisations

Funding Provision

Funding of up to £500 is available per project. Applicants are expected to match the funding agreed from their own activities and this should be clearly demonstrated on the application form.

Grants are awarded on an annual basis. *Organisations receiving funding will not be eligible for a further grant in the same financial year.*

The Committee welcomes applications for projects/initiatives where funding will be used for an identified purpose. It is in the applicant's best interest to ensure that they have realistically assessed the total cost of the project/initiative.

The Committee will not support.

- **General appeals** - sponsorship, marketing or other fundraising activities.

- **Retrospective funding** - funding for work that has been completed, or will be completed while the application is being considered.
- **Personal appeals** - grants or sponsorship etc. to individuals either directly or indirectly.
- **Organisations with available surplus reserves** well above the cost of the project or funding requested.

Applying for Funding

The KIB Committees meets according to a published timetable (available on the Council's website). The Committee will review funding applications at each meeting.

Please ensure you read these guidelines carefully before completing the form and only apply if your project/initiative falls within the Committee priorities.

Applications can only go on the Committee agenda if they have been received fourteen days before the Committee meeting.

The Council Services Officer will acknowledge receipt of your application and will contact you to deal with any queries, if necessary. **Your application cannot go to the Committee if there are any outstanding issues.**

The Committee will do its best to process your application as quickly as possible. If the Committee needs further information about your application, it may have to postpone a decision until the next Committee meeting.

Any applications that arrive too late for consideration at one meeting are automatically carried forward to the next. Once the Committee has exhausted its annual budget, no further grants will be available until the next financial year.

Town Council staff will contact you after the Committee meeting to inform you of the outcome of your application.

If your application has been successful, the Finance Officer will arrange payment via a bank transfer.

The decision of the Committee is final.

Funding Conditions

The Committee will apply certain conditions to the grants it awards:

- a) The funding must be used for the purpose stated in the application; the Committee reserves the right to require a refund of any grant which is not used appropriately.
- b) The Committee may require the organisation to achieve specified outcome or output measures connected with the grant funding.
- c) The Committee requires that the applicants/group submit a brief report on how the funding has been utilised including all relevant activities. The report is required on

d) The Committee require that all funding approved is also matched by the individual or the applying organisation.

Further advice and information

For further advice and information about the KIB Community Funding please contact Janine Holt who be happy to answer any queries you may have.

Contact details: Kendal Town Council, Town Hall, Kendal, LA9 4DL
janine@kendaltowncouncil.gov.uk

KENDAL TOWN COUNCIL - KENDAL IN BLOOM COMMITTEE

BUDGETARY CONTROL STATEMENT: EXPENDITURE TO 21 June 2021

| 2021/22 Approved Budget | Heading | Actual to date | Commitments | Total to date | Budget Remaining |
|-------------------------------|-------------------------------------|-------------------|-------------|------------------|---------------------|
| £ | | £ | £ | £ | £ |
| | Expenses: | | | | |
| 21,500 | Floral Displays - summer and winter | 0 | | 0 | 21,500 |
| 5,000 | Community Projects | 367 | | 367 | 4,633 |
| 1,700 | Kendal in Bloom Competitions | 150 | | 150 | 1,550 |
| 28,200 | Sub-Total | 517 | 0 | 517 | 27,683 |
| | Receipts: | | | | |
| | Sponsors | | | 0 | 0 |
| 28,200 | Total: | 517 | 0 | 517 | 27,683 |
| 2,000 | Action Plan Projects: | | | 0 | 0 |
| 0 | Total: | 0 | 0 | 0 | 0 |