

# KENDAL TOWN COUNCIL

## Christmas Lights & Festivals Committee

**Monday 9<sup>nd</sup> September 2019 at 7.00 pm  
in The Mayor's Parlour, Town Hall, Kendal**

**PRESENT** Councillors Shirley Evans (Chair), Helen Ladhams (Vice Chair),  
Chris Hogg and Adam Edwards

**APOLOGIES** Councillor Tina Becker

**OFFICERS** Janine Holt (Assistant to the Town Clerk) Rose Tideswell  
(Temporary Minute Secretary)

**313/19/20 PUBLIC PARTICIPATION**

Cllr. A. Blackman

**314/19/20 DECLARATIONS OF INTEREST**

None

**315/19/20 MINUTES OF THE MEETING HELD ON 24<sup>th</sup> June 2019**

Members were asked to accept the minutes of the meeting held on 24<sup>th</sup> June 2019 as a correct record of the proceedings. These minutes had been approved at the meeting of full Council on 2<sup>nd</sup> September 2019

**RESOLVED** That the minutes of the meeting of the Committee held on 24<sup>th</sup> June 2019 be accepted as a correct record.

**316/19/20 FUNDING REQUEST FROM THE WALKING FESTIVAL**

The Chair suggested that item was addressed first in order to allow Councillor Blackman to leave the meeting early. All agreed this.

Councillor Blackman provided an update on the 2019 Walking Festival. The festival organisers are hoping that with enhanced publicity the 4<sup>th</sup> walking festival in 2020 will attract 150 people. However, he is reluctant to go live on the web without further confirmed funding as ticket sales will start immediately. Therefore, he made a request for funding support in amount of £750 to be allocated from this year's budget. It was noted that £230 still remains from the 2019 festival and any money remaining at the end of the financial year will be returned to the Town Council. Currently the Walking Festival is organised by volunteers and does not come under an umbrella group so the finance aspect is administered by the Town Council and members felt that this should not continue beyond 31<sup>st</sup> March 2020. The Chair thanked Councillor Blackman for his presentation and advised him they would consider the matter further in Agenda Item 8. Councillor Blackman left the room.

- RESOLVED** The committee approved the grant of £750 for the Walking festival with the provision that by 31<sup>st</sup> March 2020 Kendal Town Council will no longer administer the finances and that all surplus funds are transferred to an umbrella organisation.
- 317/19/20** **MATTERS ARISING** (Not on Agenda)
- 318/19/20** **Minute 125/19/20 – Minute 1063 – Partnership Working with the BID**  
The chair advised the committee that she had passed Brian Harrison ideas on to the Kendal Town Council Flood Relief Scheme Working Group a sub-committee within the Planning committee.
- 319/19/20** **Minute 130/19/20 – Light Show on Town Hall**  
Janine Holt updated the committee with regard to the purchase of a Gobo to facilitate a light show on the Town Hall. Janine is still waiting for a reply on the price of a Gobo. On receipt of this will email to the committee.
- 320/19/20** **SWITCH ON EVENT 2019**  
The Chair suggested that the order of business of the agenda be amended to bring forward item 7 (Switch on Event 2019) in order to allow The Project Manager Stacey Hurley to leave the meeting early. All agreed this.
- The Project Manager provided a comprehensive update for the members. The Project Manager had developed a draft programme which had New Road Common as the focal point for the activities.
- It had only recently come to light that New Road cannot be used for the sale of food and drink. Unfortunately, this has had quite an impact on the proposed event. A thorough discussion took place about the Switch on Event. It was agreed that the main event would be in the Market Place and not on New Road Common.
- Councillor C. Hogg proposed that the main Switch on Event is held in the Market Place. This was seconded by Councillor Edwards and carried unanimously. Stacy Hurley is to advise Castle Green Hotel of the decision as this may affect their contribution.
- RESOLVED** That the Switch on Event will be held in Market Place. The Project Manager to advise The Castle Green Hotel of the committee's decision.
- 321/19/20** **2020/21 BUDGET – REVIEW OF BUDGET REQUIREMENTS AND PROPOSALS FOR ONE-OFF DEVELOPMENT FUND BIDS**

Members considered the annual budget for the next financial year and agreed the following:

**Christmas Lights Heading:**

Tender

Increase to £11500 to cover the cost of the additional installation charges.

Power

Increase to £650 to incorporate the additional electric used with the additional lights.

**Development Fund Bids:**

The committee would like to propose £1000 towards the development of Easter Egg Trail.

**RESOLVED**

That alterations to the budget for the next financial year be put forward as discussed

**322/19/20**

**CHRISTMAS LIGHTS DISPLAY**

Janine Holt updated the committee on the progress of the Christmas Lights Display. Letters have been sent to five businesses on Wildman Street, two had replied positively and have signed the consent forms, one was a listed building so had to refuse, one business has not decided and one has refused. There will be lights in the trees at the Kendal Museum. Committee agreed that the lights on artificial trees (outside shops) on the high street would be white. Councillor Ladhams asked how many trees it hoped will be displayed and it is approx 50.

**RESOLVED**

Janine will progress the Christmas Lights display.

**323/19/20**

**FESTIVAL GRANT APPLICATIONS**

**Kendal Torchlight Festival**

No application had been received to date. It was agreed to allocate a provisional sum of £5,000 pending an application.

**RECOMMENDATION**

That a grant of £5,000 be allocated pending an application.

**Comic Art Festival**

No application had been received to date. It was agreed to allocate a provisional sum of £5,000 pending an application.

**RECOMMENDATION**

That a grant of £5,000 be allocated pending an application.

**Kendal Mountain Film Festival**

No application had been received to date. It was agreed to allocate a provisional sum of £5,000 pending an application.

**RECOMMENDATION**

That a grant of £5,000 be allocated pending an application.

**Mary Wakefield Festival**

Members considered a request for £500 towards the cost of the festival

**RECOMMENDATION** That a grant of £500 be awarded.

**Kendal Wool Gathering**

No application had been received to date. It was agreed to allocate a provisional sum of £1500 pending an application.

**RECOMMENDATION** That a grant of £1500 be allocated pending an application.

**Christmas Tree Festival**

Members considered a request for £500 towards the cost of the festival

**RECOMMENDATION** That a grant of £500 be awarded.

**Lakes Alive**

No application had been received to date. It was agreed to allocate a provisional sum of £5,000 pending application.

Note: Councillor C Hogg declared an interest in respect of Lakes Alive.

**RECOMMENDATION** That a grant of £5,000 be allocated pending an application.

**Kendal RUFC**

No application had been received to date. It was agreed to allocate a provisional sum of £1500 pending application.

**RECOMMENDATION** That a grant of £1500 be allocated pending an application.

**Unity Festival**

No application had been received to date. It was agreed to allocate a provisional sum of £1500 pending application.

**RECOMMENDATION** That a grant of £1500 be allocated pending an application.

**Kendal Rotary Club Charitable Trust**

Members considered a request for £200 towards the cost of community walk which will be an event within the walking festival.

**RECOMMENDATION** That a grant of £200 be awarded.

**324/19/20**

**ITEMS FOR THE NEWSLETTER**

- Autumn/Winter 2019 Edition – deadline 20<sup>th</sup> September, publication 28<sup>th</sup> October
- Spring 2020 Edition – deadline 24<sup>th</sup> January, publication 2<sup>nd</sup> March

In the Autumn newsletter there would be the Christmas Switch on Event and the Mountain Festival. In the Spring edition, the proposed Easter Egg Trail.

**325/19/20**

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

The contents of the Budgetary Control Statement as at the end of July 2019 were noted and the following recommendations made:

**RESOLVED**

Approval for £750 to be allocated to the walking festival.

**ANY OTHER BUSINESS**

**326/19/20**

**RESOLVED**

**Boundary Board Approval Request**

Janine Holt put forward a request from 'The Lake District Summer Music Festival'. To utilise the boundary boards for their festival which takes place 1<sup>st</sup> August to 12<sup>th</sup> August, the members approved the request.

**327/19/20**

**RESOLVED**

**Christmas Tree at Sandylands**

Councillor Edwards asked Janine Holt if she would be able to order the Christmas Tree on behalf of Sandylands again this year. Janine Holt agreed to this request.

**328/19/20**

**DATE OF NEXT MEETING**

14<sup>th</sup> January 2020

The meeting closed at 9 p.m.

**Summary of Information, Resolutions and Recommendations to Council**

<b>Min</b>	<b>Subject</b>	<b>Information/Resolution/Recommendation to Council</b>	
<b>316</b>	Walking Festival	<b>RES</b>	The committee approved the grant of £750 for the Walking festival with the provision that by 31 <sup>st</sup> March 2020 Kendal Town Council will no longer administer the finances and that all surplus funds are transferred to an umbrella organisation.
<b>320</b>	Switch on Event 2019	<b>RES</b>	That the Switch on Event will be held in Market Place. The Project Manager to advise The Castle Green Hotel of the committee's decision.
<b>321</b>	2020/21 Budget	<b>RES</b>	That alterations to the budget for the next financial year be put forward as discussed.
<b>322</b>	Christmas lights display	<b>RES</b>	Janine will progress the Christmas lights display.
<b>323</b>	Festival grant applications	<b>REC</b>	That the following grants be awarded: <ul style="list-style-type: none"> <li>• £5,000 for Kendal Torchlight Festival (pending application)</li> <li>• £5,000 for Comic Art Festival (pending application)</li> <li>• £5,000 for Kendal Mountain Film Festival (pending application)</li> <li>• £500 for Mary Wakefield Festival</li> <li>• £1,500 for Kendal Wool Gathering (pending application)</li> <li>• £500 for Christmas Tree Festival</li> <li>• £5,000 for Lakes Alive (pending application)</li> <li>• £1,500 for Kendal RUFC (pending application)</li> <li>• £1,500 for Unity Festival (pending application)</li> <li>• £200 for Kendal Rotary Club Charitable Trust.</li> </ul>
<b>324</b>	Items for the Newsletter	<b>RES</b>	Autumn – Christmas switch-on event and Mountain Festival. Spring – proposed Easter egg trail
<b>325</b>	Review of Spend Against Budget 2019/20	<b>RES</b>	Approval for £750 to be allocated to the walking festival.
<b>326</b>	Boundary board approval request	<b>RES</b>	Committee approved the request from The Lake District Summer Music Festival to utilise boundary boards.

<b>327</b>	Christmas Tree at Sandylands	<b>RES</b>	Committee agreed to the request to order the Christmas Tree on behalf of Sandylands.
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