Kendal Town Council

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

10 November 2025

To Members of the Culture and Communities Committee

Cllr L Edwards (Vice-Chair)	Cllr T Martland
Cllr S Falshaw	Cllr C Russell
Cllr H Ladhams (Chair)	Cllr K Simpson
Cllr S Long	Cllr P Thornton

You are summoned to attend a meeting of Kendal Town Council Culture and Communities Committee on Monday, 17 November 2025, 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

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 885 430.

Comic Arts Festival

To receive a presentation from the Comic Arts Festival organisers.

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 (pages 4 to 7)

To receive the minutes of the meetings of the Culture and Communities Committee held on 15 September 2025 and to authorise the Chair to sign them as a true record (see attached).

5. Minute Action Sheet (pages 8 to 9)

To consider a report on actions taken by officers on resolutions or recommendations made at previous meetings (see attached).

6. Community Resilience (pages 10 to 12)

To receive a report from the Community Resilience Officer on the progress of Community Resilience planning.

7. KTC Events (pages 13 to 15)

To receive a report on the progress of events: Remembrance, Christmas Switch On, Mayor's Winter Warmer, 450 Anniversary Events**.**

8. Budget Monitoring 2025/26 (pages 16 to 17)

To consider the Culture and Communities Committee 2025-26 budget as at 27 May 2025 (see attached).

9. Town of Culture 2028 (page 18)

To receive a report on the possibility of Kendal applying to become England's Town of Culture in 2028.

10. Budget 2026/2027 (pages 19 to 20)

To consider the Committee's budget requirements for the next financial year.

11. Community Grant Applications (pages 21 to 39)

To consider the following applications for Community Grants (attached and report). A separate Confidential report on the distribution of funding may be circulated to members prior to the meeting. This may require the Committee to vote to exclude the press and public.

(a) Appleby Road Community Garden
£5,000
The grant to support the delivery of a monthly 'grow your own veg' course.

(b) Queen Katherine School Association
£500
Support participation in the Duke of Edinburgh Award and Adventure Programme.

(c Outside In
£2,500
The grant would support Outside In to continue operating to the end of the year.

12. Festival Grant Applications (pages 40 to 50)

To consider the following application for a Festival Grant (attached and report):

(a) Christmas Tree Festival
£500
To support the Christmas Tree Festival held at Kendal Parish Church.

(b) Kendal Pride
£5,000
Contribution to the delivery of Kendal Pride 2026.

13. Newsletter and Publicity

To consider whether there are any items for publication in press releases or newsletter.

Kendal Town Council

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

Minutes of a meeting of the Culture and Communities Committee held on Monday, 15th September 2025, at 7.00 p.m., in the Council Chamber at the Town Hall, Highgate, Kendal.

Cllr L Edwards (Vice-Chair)	Present	Cllr C Russell	Present
Cllr S Falshaw	Present	Cllr K Simpson	Apologies
Cllr H Ladhams (Chair)	Present	Cllr P Thornton	Absent
Cllr T Martland	Apologies	One vacancy	
Cllr S Long	Apologies		

In attendance: Chris Bagshaw (Town Clerk), Simon Unsworth (Events and Civic Officer)

Also present: Cllr E Hennessy

Public Participation
None

CC13/2025 Apologies

Apologies were received and accepted from Cllrs T Martland, S Long and K Simpson.

CC14/2025 Declarations of Interest

Cllr Falshaw observed that she may be acquainted with a member of the scout group who have requested a grant. Cllr Edwards declared that she had been in recent conversation with on e of the teachers from a school that has applied for funding. Members did not consider these constituted conflicts of interest.

CC15/2025 Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

Resolved: Prior to consideration, if felt necessary, to vote on moving into Part Two for consideration of Agenda Items Nos.9 (Community Grant Applications) and 10 (Festival Grant Applications).

CC16/2025 Minutes from the Last Meetings

Resolved: To receive the minutes of meetings of the Committee held on 9 June 2025 and to authorise the Chair to sign them as correct records.

CC17/2025 Minute Action Sheet

The Committee considered a report on actions taken by officers on resolutions or recommendations made at previous meetings and the Town Clerk responded to questions raised by Members.

Discussion took place around the matter of the Town Centre Vitality Group and the Town Team. We are still waiting for BID to confirm a date for their attendance at a C&C meeting. Discussion was held around the need for the KTC councillors to have an open meeting to highlight issues and priorities for this work moving forward.

Resolved: To note the actions taken by officers on resolutions or recommendations made at previous meetings of the Culture and Communities Committee.

CC18/2025 Community Resilience

The Town Clerk informed the meeting that the Emergency Plan is now completed and with various partners. Simon Unsworth is now listed as the Deputy Community Resilience Office on the plan and will provide a lead on this if the Resilience Officer is away or otherwise unavailable.

Discussion was held around the weekend's event and their highlighting of the importance of people knowing where help/equipment is and how it can be obtained. Cllr Hennessy suggested that Cllrs receive some training/information regarding this. The meeting was informed that W&FC no longer provides sandbags. KTC may be able to purchase a stock of hydrosack-style bags for distribution in the event of flooding. The Town Clerk explained that KTC is developing an emergency phone number system which will hopefully be in place by late October.

Resolved: Town Clerk to investigate the purchase of hydrosack-style bags.

Resolved: To note the progress made on Community Resilience planning.

CC19/2025 Events

The Events and Civic Officer gave an update on the events delivered so far and the events still being planned. Discussion was held around the Torchlight Reception event. It was clarified that this is a relatively low cost, high impact event that demonstrates KTC and W&F's commitment to this important town event. It is co-hosted by KTC and W&F and costs incurred are split equally.

Discussion was held around the Christmas Lights Switch-On. Elements of this are starting to be booked in – so far Drum Nation, Ragtag Arts and Community TM are confirmed and it is hoped that other contractors/suppliers will be confirmed in the next week. Kendal BID are keen to work with KTC to advertise jointly to create a family-focussed Christmas Weekend, and the Events and Civic Officer will co-ordinate this with them.

Resolved: To accept the report on events

CC20/2025 Installation of Christmas Lights on Lowther Street.

It was confirmed that W&FC has refused permissions for the installation of Christmas lighting catenaries on Lowther Street, due to the damage caused at the front of the Town Hall by their overloading of the existing catenaries. Other options were discussed and can be investigated further.

Resolved: To accept the report but keep working with W&FC to create the best Christmas Lights Display for Kendal

CC21/2025 Budget Monitoring 2025/26

The Town Clerk presented the Committee's spend against budget as at **8 September 2025**. Cllr Ladhams asked a question about £23 listed against Cultural Initiatives.

Resolved: Town Clerk to clarify what the £23 spend was for.

Resolved: To note the report.

CC22/2025 Kendal Town Council Grant Criteria

The Committee reviewed a report on the proposed new Grant Application Criteria. It was clarified that the budget would be split equally across the two meetings held each year. The grant limit remains at £5,000

Resolved: To accept the new criteria as they appear in the report.

Part Two

Members voted to exclude the Press and Public for the following two items of business, due to the confidential nature of the discussion.

CC23/2025 Community Grant Applications

The Committee considered a report on the distribution of grant funding.

The total value of applications to the current meeting was £11,060. The Committee was asked to consider each grant application on its own merits, but could only allocate funding from within the budget allocated.

(a) Mainspring Arts had applied for a grant of £5,000 to provide creative workshops for neurodivergent adults for three years.

Resolved: To award a grant of £500 as a contribution for a single year, with a note that they could reapply next year.

(b) Manna House had applied for a grant of £5,000 to support the development of a memory garden.

Resolved: To award a grant of £500 as a contribution, with the application passed to the Environment and Kendal in Bloom committees for consideration.

(c) Cumbria Education Trust had applied for a grant of £3,500 to develop two 'Safe 'Spaces' at two Kendal schools for Children with Adverse Childhood Experiences.

Resolved: To award £500.

(d) 8/11th Kendal Scout Group had applied for a grant of £3,577.81 to purchase camping equipment.

Resolved: To award a grant of £1,150 for the purchase of solar-powered equipment.

(e) Kendal Windows on Art had applied for a grant of £490 to contribute to the 'Overlooked' community project, running creative workshops for older people.

Resolved: To award a grant of £490

(f) South Lakeland Hydrotherapy had applied for a grant of £2,500 to contribute towards the running costs of the hydrotherapy pool in Kendal.

Resolved: To award a grant of £2,500

CC24/2025 Festival Grant Applications

The Committee considered a report on the distribution of grant funding from the Festival Grants budget.

(a) Abbott Hall Bowling Club had applied for a grant of £75 to support the Alexander Cup

Resolved: To award a grant of £75

Members voted to re-admit the Press and Public for the remainder of the meeting.

CC25/2025 Newsletter and Publicity

The Committee considered items for publication in press releases or a Council Newsletter. It was pointed out that an item on the grants awarded by the Town Council.

Resolved: To publicise the items as discussed at the meeting and outlined above.

The meeting closed at 9.10 p.m.

ITEM NO.5 - Culture and Communities Committee - Minute Action Sheet - as at 10 November 2025							
Meeting Date	**Minute No.**	**Title**	**Action (Resolution)**	**Officer Responsible**	**Deadline, if any**	**Date Actioned**	**Comments**
15/04/2024	CC29/2023	Minute Action Sheet	Kendal BID be invited to a future meeting of the Committee.	HL			Dates previously offered. To be requested again by BID representatives.
10/06/2024	CC11/2024	Visit Kendal	To establish a tourism development working group including Cllrs Ladhams, Long, Cornthwaite and Russell, and to include Kendal BID, Westmorland and Furness Council and other stakeholders as required. The Clerk will send out a Doodle poll for the Town Councillor group to establish the initial scope of the Working Group.	CB			Yet to be actioned. Linked to Town Vitality (Management Committee)
27/01/2025	CC48/2024	Community Resilience	To invite Cumbria CVS to a future meeting of the Committee. (17-3-25) Invite should be to the Westmorland and Furness Regional Head of the Organisation, in order to enable a more strategic conversation to take place.)	TR			To be confirmed

Meeting Date	Minute No.	Title	Action (Resolution)	Officer Responsible	Deadline, if any	Date Actioned	Comments
17/03/2025	CC59/2024	Grants Criteria	To defer consideration of the proposed changes to the maximum amounts for both Large Community and Festival grants from £5,000 to £2,500, this aspect to be revisited at the Committee's 2025 budget meeting.	CB/NW		12-Sep-25	Draft grant criteria approved in September 2025, which included maximum grant awards.
15/09/2025	CC18/2025	Resilience	The Town Clerk to investigate whether the Town Council should purchase some Hydrosack-style flood sacks.	CB/TR			Ongoing discussions with W&FC over appropriate extent of community flood support
15/09/2025	CC21/2025	Budget	Town Clerk to clarify how £23 was spent on 'Cultural initiatives'	CB	Next meeting	18-Sep-25	£23 was for wreaths from the RBL. It has been reassigned to the Remembrance budget (M&H).

Kendal Town Council

Agenda Report

Committee: Culture and Communities	Meeting Date: 17 November 2025
From: Community Resilience Officer	Agenda No: 06
Description**:** Community Resilience Update	

Recent activity regarding community resilience:

Kendal Community Resilience Group (KCRG)

This newly formed group comprises of approximately 25 members of the community who have been involved in this area previously and/or represent local community groups and organisations. The KCRG group has now held its first two meetings and will continue to meet on a quarterly basis. Membership of this group continues to grow as further connections are made across the community.

The group will now form the primary community response team during an emergency incident. It will also convene online whenever there is a named storm or amber/red weather warning. A WhatsApp group has been formed to support communications.

So far this season there has not been any formal activation of this group but there have been a few recent storms that have resulted in some communications via the WhatsApp group. A short Teams meeting was held to discuss options after the recent heavy rains, which in the end did not require any action. It did prove a useful exercise nonetheless and has tested some communications process between the KCRG and organisations like the Environment Agency and local Police representatives.

The formal and informal network of contacts and connections continues to grow, and a talk is being held for the KCRG with the local leads from the British Red Cross.

Kendal Community Emergency Plan

The Kendal Community Emergency Plan is now finalised.

It has been uploaded to the Westmorland and Furness Council's Resilience Direct platform, where these types of plans are stored for use by the emergency services, if needed.

A version of this plan is also available to the public via the Kendal Town Council website. This public facing version does not include full details of the full KCRG members (but does include work contact details for primary KTC officers).

Website

The new Kendal Town Council website will have a section dedicated to Community Resilience. This will include useful information for the public regarding preparedness activities along the lines of recent newsletter articles (see below). The Community Resilience documents have been added to the current Kendal Town Council website in the interim.

Newsletter articles

There have been resilience articles in the last three Kendal Town Council newsletters. The most recent one was a full page focussing on advice for winter preparedness. Community Resilience will be a standing feature in newsletters moving forward.

Hydrapacks

There is a supply of Hydrapacks stored behind the back of Kendal Police station. These were purchased by the old KTEPG and are still fit for purpose if and when required. If Councillors would like access to these, during quieter periods, to distribute to residents in their wards, they can contact the Kendal Town Council Community Resilience Officer.

A recent newsletter from Westmorland and Furness Council indicated that support for purchasing more of these types of items is available if needed.

Additional outreach

Talks have been held with Kendal Rotary Club, Kendal Integrated Care Committee (KICC) and the U3A. If there are any local groups or clubs that may benefit from a talk/conversation to raise awareness, Councillors are asked to direct them to the Kendal Town Council Community Resilience Officer.

Two drop-in sessions were also held at the end of October at the Citizens Advice Centre in Kendal and were attended by approximately 25 members of the public. There has also been some strong interest for resilience volunteers, and this will form a separate workstream. More drop in sessions will be scheduled in due course.

Resilience Volunteer recruitment

There has been a positive response to recent correspondence regarding volunteer recruitment. There are around a dozen people who have expressed an interest, and we will be looking to work with the CVS to formally sign these residents up and come up with a development and training plan.

If there are any members of the community who may be interested in becoming a resilience volunteers and/or have a more active involvement in planning activities, they are asked to contact Kendal Town Council – via phone, email or the email mailing list.

Rheged conference

The Community Resilience Officer recently attended a conference on community resilience at Rheged. This was mainly focussed on bringing together representatives from across

communities and parishes across Cumbria and talking about practical steps and future ideas. Any actions and developments from this conference will be reported back as needed.

Kendal Community Resilience communications

Updates have been made on these channels.

Councillors are encouraged to sign up to the below and to encourage friends, family, neighbours and the community to sign up also.

1. *Kendal Community Resilience Facebook page*

The Facebook group setup by the former KCERG has now been reprised. This will be the main source of information and advice during normal periods and as the primary source of information during an incident.

Kendal Community Resilience Group on Facebook:
https://www.facebook.com/kendalresgroup

Recognising that not everyone is on facebook there are also two other primary sources of resilience information:

2. *WhatsApp channel*

This is a one-way communication channel which will only be used during an incident to cascade important information.

To sign up - use this link and click ‘follow channel’ when prompted. Please note you need to open the link on a smartphone that has WhatsApp downloaded:

https://whatsapp.com/channel/0029Vb6giYJK5cDNW63ASc0t

3. *Email mailing list*

This will be used for sending out regular updates and information, as well as to send out information during an incident:

Sign up available through this link: https://forms.office.com/e/tbzqBKnVcJ

Decision Required

The Committee is asked to note the report.

Kendal Town Council

Agenda Report

Committee: Culture and Communities	**Meeting Date:** 17th November 2025
From: Events and Civic Officer	**Agenda No**: 07
Description: Events Update Report	

Background

The council has responsibility for delivering a number of events across the year. This report will provide an update for those recently delivered and upcoming. An update on civic events will be provided to the Mayoralty and Heritage Committee.

Delivered

Torchlight: Saturday 27th September

Kendal Town Council hosted the Torchlight Reception in partnership with Westmorland and Furness Council.

The reception consisted of a sit-down buffet, drinks and entertainment in the Town Hall. Guests were then invited to watch the passing Torchlight procession from a designated area across the road from the Town Hall.

Torchlight representatives decorated the Assembly Room, which looked fabulous, and the LifeSteps (one of the Mayor's Charities) made the Mayor's table decoration – it can be seen in the charity shop window on Highgate. The entertainment was well received and the catering and service very good.

The procession is the responsibility of the Torchlight Committee; Officers worked closely with the committee to ensure the events were effectively aligned.

Despite terrible weather fore the duration of the parade itself, feedback on the vent has been entirely positive.

Upcoming Events

Christmas Switch On: Friday 28th November

The Christmas Switch On Event is being updated in 2025, following experience and feedback from previous years.

Headlines for the event:

- Friday 28th November.
- Event timings – 17:00 – 19:30
- Earlier 'switch on' to restore the family feel of the event, taking place at 17:30.

The following elements of the event have been confirmed:

- A stage for entertainment will be sited on Stricklandgate just by the old Thomas Cook store, with a PA being set up along Highgate to ensure people can hear the entertainment and speeches.
- Entertainment for the stage has been booked: Dance Attik, Amabile Choir and Matt Hayton (singer).
    - Empty shop in the shopping centre will be available for Dance Attik to use as drop-off and collection points.
- The shopping centre will remain open until the end of the event.
- W&F have agreed to keep South Lakeland House car park open overnight to enable people to park easily.
- Local businesses are being encouraged to remain open. Waterstones have confirmed that they will remain open, as have the Sweet Shop, Costa, Bob n Berts and Caffe Nero. BID have agreed distribute a message to their members encouraging all to stay open for the event.
- RagTag Arts will provide creative play opportunities on Highgate and also bringing the huge snow queen puppet that was unable to be used at Torchlight.
- Taylors are providing a Teacups ride on Highgate.
- Santa will be in his sleigh at the Birdcage.
- Emergency access will be maintained on Finkle Street and Highgate. First Aid will be located on Highgate, as will a KTC Information stall which will also act as a lost children centre.
- The Farmers' Market will remain open until the end of the event.
- The Kendal Concert band will pay festive tunes in Market Place (moving into the shopping centre entrance if the weather is bad).
- The KRA will sell mulled wine from a gazebo in Market Place.
- Additional security will be provided by SJA, who will send two operatives.
- Security barriers have been booked to create safe queueing areas – these will be managed by KTC.

A number of local businesses may be able to provide samples and free drinks for stewards – this has yet to be confirmed. Hot drinks will be available via an urn in the KTC information stall.

One issue that remains outstanding is a lack of stewards for the event. With so many different elements, the number of stewards required is high and currently we don't have enough people committed.

Next steps are to have a poster designed to advertise the Festive Weekend (the Switch-On on Friday and the BID Christmas Fair on Sunday) and distributed – the design for this has been commissioned. Other communications to advertise the event have started and will continue over the next weeks.

<u>Mayor's Winter Warmer and Craft Fair: Saturday 13th December</u>

This year, the mayor's 'winter warmer' will be expanded to include a craft fair. We have several stalls already booked in already and are seeking more.

South Lakeland Carers are taking a lead on stall bookings as they have a list of existing stallholders, and if this does not generate enough interest there is a plan in place. Stallholders will pay a £30 table fee (except for WOSP, who have been given a reduced fee of £15, and the Mayor's Charities who will have a table for free). The total raised from the table fees will be split between the mayor's three charities.

With 26 stalls, this has the possibility of raising around £660.

It is believed that this will offer a more substantial and valuable community event.

Event timings will be confirmed but are currently expected to be 10am – 2pm for the coffee morning, with the craft fair running from 10am – 3pm. Entry from the Town Hall for stall holders and KTC to set up will be from 9am.

The event will include a raffle and entertainment and will take place in the Town Hall.

Councillors will be asked to support with the coffee morning, in two-hour slots:

- 10:00 – 12:00
- 12:00 – 14:00

A formal request will be sent to Kendal Town Councillors via email in due course.

450th Anniversary:

Following the last meeting of the anniversaries working group, it was decided the 450th would be extended into next year, to allow for more events to be considered as part of this anniversary.

The working proposal is currently for:

- A ‘civic event’ to take place early in 2026.
    - Guests to be invited representatives from organisations for which the Borough Council used to have responsibility – police, fire, water services etc.
    - Guests to also include current contractors and suppliers, forming a link between ‘old’ Kendal and ‘new’ Kendal
    - Officers are exploring options for catering.
- A ‘public event’ in Spring 2026 – to be defined.

Officers are also exploring 450 ‘merchandise’.

Committee Decision

Committee are asked to note the update report.

Kendal Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Full Budget Statement

		24/25		25/26				26/27		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
400	**Audit, Grants & Charities**									
4690	AG&C Community Grants	41,000	40,886	30,000	18,810	0	0	0	0	0
4691	Torchlight/Brew/CA	0	0	25,500	25,158	0	0	0	0	0
4693	Community Resilience	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	41,000	40,886	55,500	43,968	0	0	0	0	0
	Movement to/(from) Gen Reserve	(41,000)	(40,886)	(55,500)	(43,968)	0		0		
430	**Christmas Lights & Festivals**									
4800	Christmas Lights Exp	30,000	27,860	31,000	16,000	0	730	0	0	0
4805	Christmas Lights Infra	5,000	2,485	5,000	260	0	0	0	0	0
4810	Christmas Electricity	1,100	1,100	1,750	865	0	0	0	0	0
4815	Christmas Switch On	10,000	12,844	11,000	925	0	6,374	0	0	0
4820	CL&F Bunting	1,500	882	1,500	882	0	0	0	0	0
4825	Anniversary Events	0	0	10,000	4,229	0	52	0	0	0
4830	CL&F Festival Grants	30,000	29,825	25,000	13,275	0	0	0	0	0
	Overhead Expenditure	77,600	74,996	85,250	36,436	0	7,156	0	0	0
6000	plus Transfer from EMR	0	0	0	260	0	0	0	0	0
	Movement to/(from) Gen Reserve	(77,600)	(74,996)	(85,250)	(36,176)	0		0		
	Total Budget Income	0	0	0	0	0	0	0	0	0
	Expenditure	118,600	115,882	140,750	80,405	0	7,156	0	0	0
	Net Income over Expenditure	-118,600	-115,882	-140,750	-80,405	0	-7,156	0	0	0

Continued on next page

Kendal Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Full Budget Statement

	24/25		25/26				26/27		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
plus Transfer from EMR	0	0	0	260	0	0	0	0	0
Movement to/(from) Gen Reserve	(118,600)	(115,882)	(140,750)	(80,145)	0		0		

Agenda Report

Committee: Culture & Communities	Meeting Date: 17 November 2025
From: Cllr Craig Russell	Agenda No.: 9
Description: Kendal Town of Culture, 2028	

Background

Cllr Russell is proposing that the Council supports a bid to make Kendal the Town of Culture in 2028, under a new scheme initiated by the Department for Culture, Media and Sport.He is proposing that the bid is supported by a working group, initiated by himself, and local journalist Caz Graham.

It is anticipated that Caz would be on the partnership as a local journalist. Cllr Russell will consult with the Kendal Heritage Partnership if it would be appropriate for him to represent that group.

Membership of the Town of Culture Working Group would be confirmed as soon as possible. The group would appoint a steering group to include a chair, vice chair, secretary, and two other members to set agendas and chase actions to form the partnership.

Cllr Russell hopes that the Kendal Town Council Culture and Communities Committee could consider providing core funds (he proposes a minimum of £7,000) to engage a 'secretary' for the group, provide funds for meeting, community engagement and commissioning the bid writing for the first stage of the competition. The steering group in consultation with the Partnership would devise a process of community engagement and bid writing for the first stage of the process over the next year.

There are many individuals and organisations that will be included as commissioned parts of the programme such as local musicians, performers, artists and cultural groups in the community. Such individuals and groups will be part of the consultation and community engagement that the Partnership will undertake but will not be on the Partnership, as there will be potential conflicts of interest with the commissioning role of the Partnership**.**

You can read more about Towns of Culture here: https://www.gov.uk/government/news/new-town-of-culture-competition-to-shine-a-spotlight-on-the-contribution-of-towns-that-tell-national-story.

Recommendation

The Committee is asked to consider this proposal and if required allow for a budgetary element in its subsequent budget deliberations.

Kendal Town Council

Agenda Report

Committee: Culture and Communities	Meeting Date: 17 November 2025
From: Town Clerk	Agenda No: 10
Description: **Budget 2026-27**	

Summary: *The committee is asked to consider the Draft Budget, amend as required and forward it the Management Committee and the full Council.*

DRAFT Budget 2026-27

The Committee must consider its expenditure aims for the next financial year, and make recommendations to the Council. Expenditure should be in keeping with the aims of the Council Plan.

The following shows the current budget and estimated outturn. The next column shows the estimated amount required in the next financial year to complete the Council's actions. This includes a value for a Town of Culture bid, should the Committee feel this is required.

The 450th anniversary continues into 2026, but now requires significantly less funding, as much of the anniversary expenditure was utilised in 2025. In 2027, this should revert to zero.

The outturn for 2025-26 is forecast to be around budget, with a small variance due to electricity charges for the Christmas lights being considerably in excess of those forecast.

Item	Budget 2025-26	Estimated Outturn	Proposed 2026-27	Notes
Community Grants	30,000	30,000	38,000	Reflecting demand
Festival Grants	25,000	25,000	25,000	
Citizens' Advice	5,500	5,500	5,500	
Torchlight	10,000	10,000	10,000	
Brewery Arts	10,000	10,000	10,000	
Community Resilience	5,000	5,000	5,500	
Xmas Lights	31,000	31,000	31,000	
Lights infrastructure	5,000	5,000	0	£5k project for CIL
Electricity	1,100	1,750	2,000	
Switch on	11,000	11,000	11,000	
Bunting	1,500	1,500	2,500	
Anniversaries	10,000	10,000	5,000	To finish 450 celebration

Additional Projects	0	0	7,000	For Town of Culture proposal
Kirkland Banners	1,500	1,500	1,500	
Visit Kendal leaflets	9,000	9,000	10,000	
Visit Kendal website	5,000	5,000	5,000	
Visit Kendal content	5,500	5,500	6,000	Also funded by BID
Total	166,100	166,750	175,000	

Decision Required

The Committee is asked to consider the budget proposals, make any necessary changes and forward the resulting proposed budget to the Budget Working Group for consideration in the Council's overall budget. The Budget Working Group will report to the Management Committee in January, and in turn a final budget recommendation will be considered by the Full Council at its meeting in early February.

Kendal Town Council

Agenda Report

Committee: Culture and Communities	Meeting Date: 17th November 2025
From: Town Clerk	Agenda No: 11
Description**: Community Grant Applications**	

Background

There are three applications for Community Grants funding in the current round. The criteria are appended below.

The Community grants budget for 2025-2026 was set at £30,000. At the September meeting, £5,640 of this year's budget was allocated to grants received.

Grants to date are shown below:

Growing Well	£1,750 (year two of three-year agreement)
Young Carers	£3,000 (year two of three-year agreement)
South Cumbria Breast Feeding Support	£750 (year two of three-year agreement)
Ragtag Arts	£3,000
Cancer Care	£2,000 (year one of three-year agreement)
Subscription Bowling Club	£330
Subscription Bowling Club	£1,000
Fairoak Housing Association	£840
Kendal Community Theatre	£1,000
Lakeland Canoe Club	£500
Talking Newspaper	£500
Kendal Creative Wellbeing Group	£500
Manna House	£500
Cumbria Education Trust	£500
5th and 8th Kendal Scouts Group	£1150
Kendal Windows on Arts	£490
South Lakeland Hydrotherapy	£2500
Total to date	**£21,310**
Total budget remaining	**£8690.00**

Current Applications

Appleby Road Community Garden	£5,000
Queen Katherine School Association	£500
Outside In	£2,500
Total	**£8,000**

The total value of applications to the current meeting is £8,000.

Decisions required

The Committee is asked to consider each grant application on its own merits but can only allocate funding from within the budget allocated. The indication on multi-year agreements above is believed to be correct, but will be subject to further verification.

Appendix 1

Published Grants & Funding Criteria

Community Grants

Kendal Town Council offers grants and funding to organisations and groups that serve the people of Kendal.

Who can apply?

You can apply if you are a not-for-profit organisation or group, serving the people of Kendal.

If you're not one of these, perhaps because you are a statutory body, a commercial business, or an individual, then you're unlikely to be funded through our grants scheme.

You should be helping the Council to achieve its vision of a healthy, creative town, where nature recovery and the crisis caused by climate change are treated as a priority.

How much can you apply for?

We offer a range of funding, for a range of topics.

Larger community funding proposal

Up to £5,000 to support established groups or organisations deliver services to the people of Kendal. For organisations which the council feels are strategically important, three-year funding agreements may be available.

KTC-CFP2-Community-Funding-Proposal-2024-25 (R)

Smaller community support grants

Up to £500 for small-scale projects or endeavours.

KTC-CSG1-Community-Support-Grant-application-2024-25 (R)

What else will I need to do?

Before you get a grant, you'll have to jump through the proper hoops.

- You'll need to complete an application form. Make sure you get the right one, and that you complete all the boxes.
- You'll need a bank account. We can't pay individuals and we won't make direct payments to your creditors. We ask for a copy of your last bank statement, or audited accounts.
- You'll need a constitution. You need to show us you have arrangements in place to ensure your decisions are legal, and supported by your members (or your management). Your constitution should also show that you are committed to equality, and that you take the safeguarding of children and vulnerable adults seriously. You'll also need to show us how you are combating Climate Change through your actions.
- You'll need to tell us about your funding needs. You'll need to show that we aren't your only source of funds, and that you are at least exploring other options.
- You'll need to tell us what you're going to do with your grant.

- You'll need it signed off. Your application will need to be signed by at least three people in a position of authority in your organisation.

The Council has agreed to give me a grant – what now?

If your grant application is successful, we'll require you to complete a Conditions of Funding Statement. This will include what we expect you to say about acknowledging the grant. We like to set up a photo-opportunity with the Mayor. It may be at your place, or in the Mayor's Parlour, in Kendal Town Hall. The statement will also ask you to tell us how you have spent your funding, and whether it achieved the aims you set out. You will receive a Conditions of Funding Form with the notication of your Grant.

Kendal Town Council

Community Funding Proposal 2024-2025 (R)

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
Grow Your Own Year	Chris Eastman
Address of organiser	**Address of contact**
Appleby Road Community Garden c/o The Queen Katherine School Appleby Road Kendal LA96PJ	Chris Eastman Appleby Road Community Garden c/o The Queen Katherine School Appleby Road Kendal LA96PJ
Date of application	29/10/2025
Telephone	[redacted]
E-mail	[redacted]mail.com
Organisation website	Instagram - @applebyroadcommunitygarden

Description of proposal

Proposal: Monthly "Grow Your Own Year" Course at The Appleby Road Community Garden

Overview

We propose to run a monthly *Grow Your Own Veg* course at The Appleby Road Community Garden, designed to empower local residents with the skills, confidence, and resources to grow their own food. The course will particularly benefit those currently on the council allotment waiting list, as well as existing allotment holders who would like to improve their knowledge and make the most of their plots.

Course Structure

- **Duration:** February – November (10 months)
- **Format:** 10 weekend training sessions (one per month)
- **Delivery:** Sessions led by an experienced horticultural trainer, supported by a member of the Appleby Road Community Garden team

- **Learning Approach:** Practical, hands-on training in seasonal vegetable growing, focusing on sustainable and organic “no dig” methods

Participant Benefits

- Each participant will have access to their own small allotment plot at the community garden for the full growing season.
- Training will cover the key stages of the gardening year: soil preparation, seed sowing, planting out, crop care, pest management, harvesting, and crop rotation planning.
- Between sessions, participants will be encouraged to return independently to tend their plots, embedding skills through practice.
- By the end of the course, participants will have:
    - Grown a variety of seasonal vegetables.
    - Learned sustainable approaches to managing a productive plot.
    - Gained confidence and experience to transition to a full allotment plot.

Community Impact

- Helps reduce the frustration of long waiting times for council allotments by offering immediate, practical growing opportunities.
- Supports healthy, low-cost eating and food resilience for local families.
- Builds social connections and shared learning through a supportive community garden environment.
- Encourages sustainable land use and environmental stewardship.

Next Steps

We are seeking support to launch this course. With this support, we can make food growing more accessible, enjoyable, and impactful for our community.

How much funding do you require in total?	**£5000**
How much funding are you requesting from the Town Council (maximum £5,000)	**£5000**
Over how many years would you like this funding to be in place? (max 3 years)	**One year ■ Two years ❑ Three years ❑**
Have you approached other funding sources? If so, please list them and the amount you have applied for.	**We have applied to the Cumbria Social Enterprise Partnership** **Cumberland and Westmorland and Furness Business Support Programme**

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

To deliver the Grow Your Own Year course effectively and ensure participants have the best possible learning environment, we are seeking financial support for essential infrastructure at The Appleby Road Community Garden. These improvements will directly benefit course participants as well as the wider community.

We are requesting funding for:

- Purchase and installation of a small polytunnel (£2500)

  To provide a sheltered space for seed sowing, propagation, and demonstration activities, extending the growing season and supporting year-round learning.

- Installation of a reliable water source (£1000)

  To ensure participants can care for their crops consistently, particularly during the summer months, We will collect rainwater in two IBC containers to promote sustainable water use at the site. We will also extend the existing water pipe and install a stand pipe

- Purchase of Tools and Equipment (£500)

  To enable participants to fully engage in practical training, we are seeking support for the purchase of essential gardening tools and equipment. These will include items such as hand tools (spades, forks, trowels, hoes), watering cans, wheelbarrows, protective gloves and a storage box.

- Outdoor noticeboard (£1000)

  To serve as a central information point for participants and visitors, displaying course updates, seasonal gardening advice, and community notices.

These investments will create a more resilient and welcoming training environment, enabling participants to succeed with their growing plots and ensuring that the course has a lasting legacy for future learners. The infrastructure will also strengthen The Appleby Road Community Garden as a hub for wider community engagement, education, and sustainable food production.

How will your proposal benefit the people of Kendal?

The support we are requesting will provide the essential infrastructure and equipment needed to establish the Grow Your Own Year course. Each participant will pay a fee for the course, which will cover the costs of the trainer as well as compost, seeds, and plants. This means that once the initial setup is in place, the course will be financially self-sustaining.

By funding key start-up resources such as the polytunnel, water supply, noticeboard, and tools, you will enable us to:

Launch the course in its first year with strong foundations.

Continue running the course year on year, without needing to seek repeat funding for infrastructure.

Build a steady source of income for the community garden through course fees, supporting the wider aims of our social enterprise.

Grow our capacity to host additional workshops, community events, and outreach activities, further embedding the garden as a hub for local resilience and wellbeing.

This initial investment will therefore have a lasting impact, strengthening our financial sustainability, expanding our community offer, and ensuring more people can benefit from practical, affordable food-growing education for years to come.

The project will empower residents of Kendal to develop practical skills in vegetable growing, enabling them to make effective use of local allotment plots and community growing spaces. It will encourage collaboration, strengthen community connections, and provide opportunities for people to engage with and benefit from a nature-rich environment.

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

The *Grow Your Own Year* course directly supports Kendal's response to climate change by promoting low-carbon, sustainable food production at a local level. By helping residents learn how to grow their own vegetables, the project reduces dependence on commercially produced food, much of which carries a high carbon cost through packaging, transport, refrigeration, and intensive farming methods.

Key climate and carbon reduction impacts include:

- **Reduced food miles:** Participants will grow fresh, seasonal produce locally, cutting the carbon emissions associated with importing food and supermarket supply chains.
- **Sustainable cultivation practices:** The course focuses on *organic and "no-dig"* gardening methods, which protect soil health, increase carbon sequestration, and eliminate the use of chemical fertilisers and pesticides that contribute to greenhouse gas emissions.
- **Waste reduction:** By growing and harvesting their own produce, participants reduce packaging waste and food waste, further lowering environmental impact.
- **Enhanced biodiversity and soil health:** The community garden provides a nature-rich, pollinator-friendly space that supports wildlife and strengthens local ecosystems — vital for climate resilience.

- **Behaviour change and community resilience:** By equipping residents with practical growing skills and confidence, the project encourages long-term lifestyle changes towards lower-impact, sustainable living.
- **Local sharing and circular use of resources:** Through composting, seed saving, and tool sharing, the project models a circular, low-waste approach that can be replicated in other Kendal community spaces.

Overall, this project empowers Kendal residents to take meaningful, practical action on climate change — reducing their own carbon footprint while building a more resilient, sustainable, and connected community

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

The *Grow Your Own Year* course is designed to be inclusive, accessible, and welcoming to all members of the Kendal community. We recognise that opportunities to learn food-growing skills and access green spaces are not equally available to everyone, and this project seeks to address those inequalities.

Key ways the proposal supports diversity and equality include:

- **Open and inclusive participation:** The course will be advertised widely across Kendal, with targeted outreach through community networks, local schools, housing associations, and social groups to ensure participation from a diverse range of backgrounds, ages, and abilities.
- **Removing barriers to access:** Tools, seeds, and materials will be provided, so that no one is excluded by cost or lack of resources.
- **Accessible venue:** The Appleby Road Community Garden is a welcoming, step-free site designed to be accessible to people with limited mobility. Sessions will be adapted to suit different physical abilities and learning styles.
- **Encouraging intergenerational and cross-community learning:** The course will bring together people of different ages, experiences, and cultures to learn side by side, sharing knowledge and building mutual respect.
- **Empowerment through skills:** By equipping participants with the knowledge and confidence to grow their own food, the project supports equality of opportunity, food security, and wellbeing for all — particularly those who may not have access to private gardens or allotments.
- **Community representation:** The project team will seek feedback from participants throughout the programme to ensure it reflects the needs and voices of Kendal's diverse community.

In these ways, the *Grow Your Own Year* course will not only teach practical growing skills but also strengthen social inclusion, equality of opportunity, and community cohesion in Kendal

How will you evaluate the success of your proposal?

Evaluation will be built into every stage of the *Grow Your Own Year* course to ensure it delivers measurable benefits for participants, the community, and the environment. We will combine both **quantitative** and **qualitative** measures to assess outcomes.

1. Participant feedback and learning outcomes

- Pre- and post-course surveys will assess changes in participants' knowledge, skills, and confidence in growing their own food.
- Feedback forms and informal discussions at each session will capture participant experiences, barriers faced, and suggestions for improvement.
- Success will be demonstrated by participants reporting increased ability to grow vegetables independently and sustainably.

2. Participation and engagement

- We will record attendance, retention, and completion rates across the 10-month course.
- A minimum target number of participants will be set (e.g., 15–20 per year), with an aim for broad representation across age, background, and ability.
- Ongoing engagement with the community garden beyond the course will be monitored as a measure of lasting involvement.

3. Environmental impact

- We will evaluate adoption of sustainable growing practices, such as composting, organic methods, and reduced use of plastics and chemicals.
- The amount and variety of produce grown will be recorded as an indicator of reduced reliance on commercially produced food and lowered food miles.

4. Community and social outcomes

- Success will also be reflected in stronger community connections, collaboration between participants, and increased use of the Appleby Road Community Garden as a shared local resource.
- Testimonials, photos, and participant stories will provide qualitative evidence of improved wellbeing and social inclusion.

5. Long-term impact

- Follow-up contact with participants after the course will track how many go on to take up council allotments, continue growing at home, or share their skills with others.

Through this mixed-method approach, we will be able to demonstrate clear, meaningful outcomes — showing how the project has increased skills, confidence, sustainability, and community resilience in Kendal.

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.

Unity Bank

[redacted]oad Community Garden

[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	[redacted]	**Name**	**Jackie Williams**	**Position**	**Chairperson**
Signature	[redacted]	**Name**	**David Stark**	**Position**	**Secretary**
Signature	[redacted]	**Name**	**Elisabeth English**	**Position**	**Treasurer**

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 CFP2/22

Kendal Town Council

Community Support Grant 2024-2025 (R)

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**
QKSA – The Queen Katherine School Association	Nikki Murray on behalf of Anna Jackson - Chairperson of QKSA
Address of organisation	**Address of contact**
The Queen Katherine School Appleby Road Kendal LA9 6PJ	The Queen Katherine School Appleby Road Kendal LA9 6PJ
Date of application	6 October 2025
Telephone	[redacted]
E-mail	
Description of organisation	
QKSA – our organisation seeks to provide funding and support for activities and programmes that would not be funded by the school budget. The objectives are to enable participation in activities, which support both the school and advance the education of pupils of the school, by providing or helping to provide additional facilities for education at the school. We aim to foster good relationships between staff, pupils, parents and others associated with the school. Fundraising is achieved through events held at the school by the Association. We particularly look to support those young people who are disadvantaged because of disabilities, financial hardship and those who require additional support. With grant money we can encourage as many students as possible to participate in the school's DofE awards/Adventure Programme.	
How much funding do you require in total?	£1000
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.	Alpkit £200 Lions, Gilkes, Wheelbase, INOV8 – open request Police and Crime Commission Property Fund – £1000
Tell us what you will do with a grant from Kendal Town Council?	

Our DofE Award and Adventure Programme activities provide our young people with opportunities to develop self-confidence, resilience, teamwork, leadership skills and personal development.

The activities have been shown to improve behaviour in those who have difficulty in the classroom and in relating to people in authority. It also allows those with special needs to be in included in the programme where they can achieve a nationally recognised award. For example, we regularly have several students with Autism and Diabetes Type 1 who take part in Adventure activities and achieve their DofE Awards through our programme. We have also had a student who was classified as blind due to her extremely poor eyesight, who achieved her Gold DofE award.

All costs must be covered by the fees charged to students, in order to run the programme. Unfortunately, the young people who would perhaps most benefit from participating in our programme, are those who are often reluctant to enrol, due to financial barriers at home. This grant support would remove that barrier to participation for many of our young people.

Bronze DofE Costs: £212.50pp (includes enrolment fee and two expeditions in the South Lakes)

Silver DofE Costs: £342.50 pp (includes enrolment fee and two expeditions in the Yorkshire Dales)

Gold DofE Costs: £319.50 pp Walking or £654.50pp Canoeing (includes enrolment fee and two expeditions in North Lakes and Scotland)

Adventure Programme: Average cost is £35pp Activities include Canoe Days, Ghyll Scrambling, Climbing Courses, Caving and Hill walks.

We are looking for grant support to financially enable at least 20 young people to access our outdoor programme, who could potentially be otherwise excluded due to financial hardship. In the first instance we hope to offer to pay half the fees for these underprivileged students from the grant fund. We have students who come from single parent homes, parents who access food banks, refugees, children who have lost parents or siblings, children in care, children whose parents have disabilities and are young carers, parents who are unemployed. By having access to a grant, we can ensure that financial hardship is not a barrier to their participation in our activities. We would welcome your support to assist us in being able to give our young people these amazing opportunities and change lives.

How will your activity benefit the people of Kendal?

We also look, through the volunteering aspect of our scheme, to instil the principle of giving back to your community and helping others. The DofE organisation calculated that between April 2024 and March 2025 QKS students volunteered locally for a total of 2184 hours – with the social value of these hours calculated as £13,977.

Our programmes help develop resilient, self-motivated, confident young people who will be part of our Kendal Community.

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

By introducing our young people to the DofE Awards they are required to do a Volunteering, Physical and Skill section as well as an Expedition section. Many students choose walking, running or cycling for their Physical section. This hopefully creates good habits going forward, getting students used to not relying on cars for getting them to school and leading to healthier members of the community.

This summer, for the first time, we had a Gold DofE Assessment expedition travelling by Mountain bikes on a circular route in the Cairngorms.

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.

Queen Katherine School Association
Virgin Ban[redacted]
Sort Code:

Please include the following documents with your application

- **Most recent bank statements and last audited accounts**
- **Constitution of group. This must include a statement on how you promote equality**

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 do require 3 signatures in order to present your application to Committee.

Signature	[redacted]	**Name**	**Anna Jackson**	**Position**	**QKSA Chairperson**
Signature	[redacted]	**Name**	**Nikki Murray**	**Position**	**DofE Awards/Adventure Progamme Manager**
Signature	[redacted]	**Name**	**Jon Hayes**	**Position**	**Executive Head Teacher QKS**

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

Community Funding Proposal 2024-2025 (R)

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
Outside-in Cumbria	Andrew Nixon
Address of organiser	**Address of contact**
Outside-in Cumbria Beezon Rd Kendal LA9 6EL	Outside-in Cumbria Beezon Rd Kendal LA9 6EL
Date of application	19th September 2025
Telephone	[redacted]
E-mail	[redacted]
Organisation website	www.outsideincumbria.org.uk

Description of proposal

Outside-in Cumbria (OSI) is a charity that started as a community group in Kendal pre-covid in 2019 by a group of parents and local individuals aiming to support children and families. We operate as a not-for-profit, charity-run centre, focusing on providing children with a strong start in life and supporting new parents through our partnership with Kendal Parent Network (KPN). This proved a vital hub for families and the community during covid and importantly post-covid providing a safe community space for connection and play.

We are facing significant financial pressures, partly due to the current financial crisis where we are finding visitor numbers are down, combined with increased operating costs and difficulty securing funding. We are at the point where we have had to consider liquidating and have raised a Serious Incident Report to notify the Charity Commission of this very real high risk.

We have therefore reviewed our business model and determined we cannot survive operating the

opening hours of Monday-Sunday. Our proposal is to move to a new model whereby we will partner with Sandgate Nursery (subject to approval by the Local Education Authority) and/or other partners during the week. This will significantly reduce our operating costs and will enable us to continue to offer our services to the community weekday evenings, weekends and during the school holidays. This will also enable us to continue our partnership with Kendal Parent Network to continue to offer support to new parents during the KPN sessions during the week.

The funding we are requesting will enable OSI to continue operating through to the end of this year whilst implementing and transitioning to the new 'hybrid' business model with a target date of commencing the new ways of working from the start of 2026. Without this funding, we will not have sufficient funds to remain open beyond October.

How much funding do you require in total?	£15,000
How much funding are you requesting from the Town Council (maximum £5,000)	£2,500
Over how many years would you like this funding to be in place? (max 3 years)	**One year X Two years ✈ Three years ✈**
Have you approached other funding sources? If so, please list them and the amount you have applied for.	We have requested £7,500 from Westmorland and Furness Council and £5000 from an anonymous donor We also continue to explore other funding opportunities and promote our justgiving page to our customers and within the wider community

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

The funding will be used to fund staff and operating run costs to keep the centre open for the remainder of the year.

How will your proposal benefit the people of Kendal?

1. Continue our important partnership with Kendal Parent Network (KPN), a local community network of parents, carers and service providers. The aim of KPN is to support the wellbeing of parents (and those with parental responsibility) in Kendal and the surrounding area, in particular through the reduction of social isolation and by helping parents to build confidence in their parenting ability through the sharing of information and resources, peer-to-peer support, and access to existing services. KPN sessions are delivered in collaboration with other local services providers/professionals and include:

- **Bump Start**: a free weekly drop-in group for expectant parents to meet others in a similar position and to access support for their pregnancy, labour and transition to parenthood.

- **New Parent Support Group**: a free weekly drop-in group for parents and their babies under 1 year old. This group acts as a follow-on group from Bump Start and provides a safe space for new parents to connect and access support, providing much needed protection from social isolation during the early months of parenthood.

- **Parenting Support Group**: a free weekly drop-in group for parents of children aged 1-7 years old. This group acts as a follow-on group from the New Parents Support Group and is facilitated by a certified parent coach who provides 1:1 support and facilitates a group discussion on a specific parenting topic each week.

- **Parent workshops**: these run monthly in collaboration with other local organisations and professionals on topics voted for by the community. Tickets are by donation to cover costs while still ensuring accessibility for all.

2. Offer 'Tea for Tuesdays' to more families, providing a hot meal and a play session for just £5, and for those most in need who regularly rely on our local food banks, we are able to offer this service for free.

3. Offer special rate sessions for local schools/nurseries and other local charities.

4. Develop strong partnerships with community-run initiatives, making Outside-In more of a community hub, improving our accessibility and inclusivity beyond young children

5. Expand our Special Educational Needs and Disability (SEND) support. We have a specialist sensory room for children and young adults. We have a good relationship with Sandgate School, who utilise our facilities at reduced rates, hence exploring developing a partnership to enable them to use OSI as a nursery during the week. We also host sessions for Bee Unique, who organise events and sessions to support children with autism and their families.

6. Offer work experience for young people with diverse needs. We provide volunteer positions and employment to numerous young adults with diverse needs in partnership with Sandgate 6th Form and Kendal College. Most recently we secured a specially modified Barista machine to enable a staff member with one arm to serve in the café.

7. Provide free, safe, inclusive sessions for deprived children. We work with local housing officers, reaching out to families who find themselves having to live in sheltered or temporary accommodation.

8. Provide a safe, secure space for supervised foster, adoption & family contact visits. A grandmother from Barrow was recently able to spend time with her grandchildren from another part of Cumbria in the centre. After several free supervised sessions she was approved to formally adopt her grandchildren.

9. We can continue to work with the council to consider extending the free, dedicated refugee and asylum seeker sessions for displaced families in the local area.

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

We are located near the centre of Kendal town centre within easy walking distance of the train and bus stations. We don't have car parking facilities which encourages people to use public transport. Given our central location, many of our visitors walk and cycle to the centre. We have a secure pram/bike store for those that want to do this. The Kendal Flood defence group recently sponsored our middle room which helped educate children on the important work they are doing to protect the community by building floor defences.

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

See points 5 & 6 above in relation to our work with SEND children and young adults. We want to continue to offer this support. In addition to Bee Unique and Sandgate school we will continue to work with Oaklea Trust, offering more subsidised and free sessions, hosting their after-school club, providing essential wrap around care for school-age children with special needs.

KPN services are also used by young parents, parents with neurodiversity, single parents, LGBTQ+ parents, and parents from different ethnic backgrounds, including those who have migrated to the UK.

How will you evaluate the success of your proposal?

Success will mean we can continue operating as a charity and survive beyond the end of 2025 to transition to our new business model and continue to provide our vital services to the local community.

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.

Our bank details are:

The Co-operative Bank
Account Name: [redacted]
Account No: [redacted]
Sort Code: [redacted]

Please include the following documents with your application

- **Constitution of your organisation**
- **Last accounts and most recent bank statements**

Declaration

- **I understand that grant money from Kendal Town Council must be used for the agreed purpose.**
- **I will abide by the conditions of funding.**

Please note that we require three signatures in order to present your application to Committee.

Signature	[redacted]	**Name**	**Karen Bimpson**	**Position**	**Chair of Trustees**
Signature	[redacted]	**Name**	**Andrew Nixon**	**Position**	**Playcentre Manager**
Signature	[redacted]	**Name**	**Kate Miller**	**Position**	**Kendal Parent Network Programme Manager**

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 CFP2/22

Kendal Town Council

Agenda Report

Committee: Culture and Communities	Meeting Date: 17 November 2025
From: Town Clerk	Agenda No: 12
Description**:** Festival Grants	

Background

There are two applications for Festival funding in the current round. The current criteria are appended to this report.

The Festival grants budget for 2025 – 26 was set at £ 25,000.

The grants made so far under this budget are as follows:

Kendal Mountain Festival	£5,000 (third year of three-year agreement)
Unity Festival	£1,000
Unity Festival	£2,000
Westmorland Orchestra	£1,200
Natural Kendal	£2,500
Kendal Community Theatre	£1,000
Kendal Rotary Club	£ 500
Abbot Hall Bowling Club	£ 75
Total to date	**£13,275.00**
Total Remaining	**£11,725.00**

Current Applications

Charities Christmas Tree Festival	£ 500
Kendal Pride	£5000
Total	**£ 5,500**

The total value of applications to the current meeting is £ 5,500.

Decisions required

The Committee is asked to consider each grant application on its own merits, but can only allocate funding from within the budget allocated. The indication on multi-year agreements above is believed to be correct, but will be subject to further verification.

Appendix 1 Current Grants Criteria for Festivals

Currently the criteria for awarding a grant are fairly simple. Applicants must be:

- Not for profit
- Serving Kendal and its people
- Able to show how they are combating discrimination (they should an equalities policy)
- Able to show how they are contributing to Net Zero and combatting the causes of Climate Change or supporting nature recovery.
- Able to show that they have governance arrangements in place (by showing they have a constitution), and that the safeguarding of children and vulnerable adults has been a consideration
- Able to show they have a bank account

The wording shown on the website is given below.

For smaller grants, particularly Festivals, the Council has exercised a modicum of discretion in order to assist start ups who struggle with capacity. This has included, without prejudice and on a case by case basis, waiving the requirement for a constitution or three signatories. Currently, all grants over £5,000 must be approved by the Full Council.

Grant forms were last overhauled in 2022.

Extract from website:

Grants & Funding

Kendal Town Council offers grants and funding to organisations and groups that serve the people of Kendal.

Who can apply?

You can apply if you are a not-for-profit organisation or group, serving the people of Kendal.

If you're not one of these, perhaps because you are a statutory body, a commercial business, or an individual, then you're unlikely to be funded through our grants scheme.

You should be helping the Council to achieve its vision of a healthy, creative town, where nature recovery and the crisis caused by climate change are treated as a priority.

How much can you apply for?

Larger Festivals grants

Up to £5,000 to support established or large-scale festivals which enhance the town's image and promote the issues which the council feels are important.

KTC-FFP1 Festival Funding-Proposal-2022

Start-up/small festivals grants

Up-to £500, for toes in the water, market research, viability assessment or just modest gigs with minimal overheads.

KTC FDG1 Festival Development.Support Grant application 2022

What else will I need to do?

Before you get a grant, you'll have to jump through the proper hoops.

- *You'll need to complete an application form. Make sure you get the right one, and that you complete all the boxes.*
- *You'll need a bank account. We can't pay individuals and we won't make direct payments to your creditors. We ask for a copy of your last bank statement, or audited accounts.*
- *You'll need a constitution. You need to show us you have arrangements in place to ensure your decisions are legal, and supported by your members (or your management). Your constitution should also show that you are committed to equality, and that you take the safeguarding of children and vulnerable adults seriously. You'll also need to show us how you are combating Climate Change through your actions.*
- *You'll need to tell us about your funding needs. You'll need to show that we aren't your only source of funds, and that you are at least exploring other options.*
- *You'll need to tell us what you're going to do with your grant.*
- *You'll need it signed off. Your application will need to be signed by at least three people in a position of authority in your organisation.*

The Council has agreed to give me a grant – what now?

If your grant application is successful, we'll require you to complete a Conditions of Funding Statement. This will include what we expect you to say about acknowledging the grant. We like to set up a photo-opportunity with the Mayor. It may be at your place, or in the Mayor's Parlour, in Kendal Town Hall. The statement will also ask you to tell us how you have spent your funding, and whether it achieved the aims you set out. You will receive a Conditions of Funding Form with the notification of your Grant.

Kendal Town Council

Festival Support/Development Grant 2024-2025

Please use this form to apply for a Festival Support/Development 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
Charities Christmas Tree Festival	Diane Letheren
Address of organisation	**Address of contact**
c/o Kendal Parish Church Kirkland Kendal LA9 5AF	c/o Kendal Parish Church Kirkland Kendal LA9 5AF
Date of application	18th September 2025
Telephone	[redacted]
E-mail	[redacted]

Description of organisation

We are a very small group of volunteers who come together once a year to organise a Charity Christmas Tree Festival which benefits over 30 different local and national charities. Each year we get requests for a tree from charities who have benefitted in the past and want to continue being part of the Festival and also from new charities. Each of the charities are allocated a tree which they decorate using a different theme each year, this year is 'In the forest'. The charities sometimes use the making of the decorations as an activity by the people who are using their services and many use recycled or upcycled materials. Or, if a school or uniformed group sponsor a tree on behalf of a charity the children often make the decorations in class and bring them to put onto the tree. Each tree has room around the base where they are able to leave literature highlighting what their charity is about and the services they provide together with contact details. There are volunteering opportunities in welcoming visitors on the door and serving refreshments. The money from the small entrance fee, craft stall and the selling of refreshments is divided equally between all of the charities taking part. This will be the 12th year the Festival has taken place and the feedback from visitor has always been positive.

How much funding do you require in total?	**£2000**
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.	**No**

Tell us what you will do with a grant from Kendal Town Council?

One of our biggest costs is advertising and this grant will help us offset those costs which will enable us to reach a wider audience. It will also enable us to pay for the trees prior to delivery and purchase new LED tree lights as the original ones fail.

How will your festival benefit the people of Kendal?

It is hoped that the Festival will bring more footfall into the Kirkland area and thereby benefitting the local shops.

The Christmas Tree Festival forms a joyful, traditional and significant element to many family Christmases and people attend as family groups and with friends.

It will also be an additional attraction to add to the other Christmas events taking place during December in Kendal

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

Since the Festival started in 2012 we have used the same local supplier who has a sustainable Christmas Tree farm near Penrith and they cut the trees fresh for us. Once the Festival is over the trees are collected by the council for disposal and were once used by the Canal Trust.

Do you have a constitution? **Please send a copy with your application**	~~Yes~~/*No*

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.

[redacted]

Please include the following documents with your application

- **Most recent bank statements and last audited accounts (as this is a once a year event we do not have our own bank account but attached a copy of the spreadsheet used during the Festival) Kendal Parish Church allow us to use their Special Objects account which is audited as part of the church year end.**
- **Constitution of group. This must include a statement on how you promote equality**

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 do require 3 signatures in order to present your application to Committee.

Signature	[redacted]	**Name**	**Diane Letheren**	**Position**	**Coordinator**
Signature	[redacted]	**Name**	**Revd Shanthi Thompson**	**Position**	**Vicar, Kendal Parish Church**
Signature	[redacted]	**Name**	Ann West	**Position**	**Church Warden**

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 FDG1 2022**

Kendal Town Council

Festival Funding Proposal

2024-2025

Please use this form to make a Festival 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 Festival	**Principal Contact**
Kendal Pride	Duncan Hodgson
Address of organiser	**Address of contact**
Kendal Pride, c/o Douglass Grange, Ground Floor, Meadowbank House Meadowbank Business Park, Shap Road, Kendal, LA9 6NY	[redacted]
Date of application	6th November 2025
Telephone	[redacted]
E-mail	[redacted]
Organisation website	www.kendalpride.co.uk

Description of proposal

Kendal Pride 2026 will build on the success of our third event in 2025. We will continue 'doing pride differently' and offering something distinct from other prides, focusing on exploring the outdoors and enjoying arts. Situated on the edge of the Lake District National Park, but close enough to transport links to be accessible, Kendal is the perfect location and will attract a national audience as well as a local one.

Taking place over three days from 12-14 June, there will be a range of events bringing colour to the 'Auld Grey Town.' We will continue to expand into the week leading up to the festival, however, with a range of fringe events including a comedy night on Thursday night, working with London-based Queer Comedy Club.

On Friday evening, Kendal Mountain Festival will host an evening of queer outdoor films at the Brewery Arts Centre. Following this, we will work with at least three venues in the town to put on cabaret, performance and live music events to kick off the festival weekend on Friday night, bringing additional footfall into the town centre in the evening.

The pride village will return to Abbot Hall on Saturday and Sunday, with two outdoor venues - one for live performances and another for young people's activities provided by Brathay Trust. Alongside this, Ragtag

Arts will engage families with eco-arts activities through their Ragtag Roadshow.

In 2026, we will also hold our first Kendal Pride procession running from the Town Centre to Abbot Hall, with workshops involving schools and Kendal College creating the performance spectacle that will be the mainstay of the parade. The scale and impact of this will be affected by the outcome of our funding application to Arts Council England.

Elsewhere, there will be outdoor activities including hikes, cycles, climbs and runs, taking advantage of our beautiful landscape, and other physical or music based activities taking place in venues around the town.

After dark, we'll host a Big Pride Party cabaret at Bowness Bay Brewery's Venue with performances from drag artists from the local area and beyond.

On Sunday, we will expand our offer at the Pride Village, adding acoustic live music to animate the site, as well as building a focus on wellness. This will include a bigger programme incorporating free activities like yoga, with a broader range of talks and discussions. In addition, we'll have a moment of celebration and reflection at the Pride Vigil with an immersive performance from a community choir, created through sessions with the community before the festival weekend. We will also have a trip to Windermere Jetty Museum for an open water swim in the lake.

Ragtag Arts will deliver engagement activities for adults before the festival, using scrap materials to create decor to greet audiences across the weekend, and provide an opportunity for the community to meet and build connections.

All this will not only increase visibility for the queer community in Kendal, it will allow people at every stage of their lives to explore and express their creativity and queerness. It will send a signal that our area is a safe and relevant place for queer people to live, take up space, be themselves and find community. Additionally, our growing offer will continue to build Kendal Pride into a higher profile event with the ability to attract cultural visitors from across the UK.

You can watch the films from our 2024 and 2025 events on our YouTube page here.

How much funding do you require in total?	£62,330
How much funding are you requesting from the Town Council (maximum £5,000)	£5,000

Have you approached other funding sources? If so, please list them and the amount you have applied for.	Arts Council England: £29,800 Kendal BID: £5,000 (application not yet submitted) Awards for All: £8,525 (already secured) The remaining £14,005 will come from sponsorship, ticket sales, merchandise, donations and our surplus from 2025. Of this amount £9,000 has already been secured. As part of our contingency planning, we have drafted two alternative budgets based on whether or not we are successful with our bid to Arts Council England. This means that regardless of some funding outcomes, we are confident we will be able to deliver a high quality event for Kendal, albeit with some scaled back elements. Funding from our local Town Council and others is vital in terms of unlocking larger funds from national funders such as the Arts Council. Without local match funding we would be unable to apply for these larger pots, so the council's support is key.

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

If successful, the funding from Kendal Town Council will go primarily towards supporting additional entertainment on Sunday daytime, as well as enhancing our marketing activities. Below is a breakdown of how we will spend the money:

Programming: Sunday performer fees: £1,500
Infrastructure: Contribution to PA system hire: £1,500
Marketing: Videographer: £500
Marketing: Photographer: £500
Marketing: Outdoor advertising: £500
Marketing: Print materials: £500

How will your proposal benefit the people of Kendal?

Kendal Pride is a much-needed space for the LGBTQIA+ community and its allies to come together and be visible. It acts as a focal point for the community to come together and celebrate, feel a sense of safety and acceptance and enhance wellbeing. The festival is also one which local people tell us they want, with 97% of people responding to our 2025 survey saying it is very important to them that Kendal has a pride event. A notable achievement last year was how many visitors, some returning tentatively to their home town, some from other parts of Cumbria or further afield, remarked on how delighted they were that Kendal could host such a wonderful, inclusive, welcoming event. Many reported it was the best Pride Festival they had visited.

From an economic perspective, Kendal Pride will increase footfall in the town centre across the whole weekend, with adults and families coming out to enjoy the festivities. These attendees, whether living locally or coming from further afield, will need places to eat and drink, so hospitality businesses should see an uptick in sales across the weekend. In 2025 and in previous years, we attracted out of town audiences from as far afield as London, Liverpool, Manchester, Newcastle and Scotland, and these visitors will also be seeking overnight accommodation. Also, by offering a range of nighttime events, we will be contributing to the night time economy - encouraging people to make the most of Kendal's venues.

We believe that our ethos of celebrating pride in a different way will gain national attention in the LGBTQ+ press and help to put Kendal on the map as a welcoming place for LGBTQ+ people to visit all year round. Due to the LGBTQ+ nature of the event, we expect to attract a significant number of first time visitors to the town, showing them what it has to offer and that they can feel comfortable here. We expect that having had a positive experience, these visitors will be more likely to return for repeat visits.

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

Many of the events which form part of the festival will take place outdoors in the natural environment and as such, our carbon footprint will be limited.

Additionally, we'll make efforts to encourage visitors from out of town to travel to the festival using public transport - signposting them to the relevant transport links using our social media channels and marketing. We will also provide a minibus for activities taking place outside of Kendal, both to reduce individual travel, but also to support those without transport.

We are also working with Ragtag Arts to create site decor for the festival and to run children's and family activities using reclaimed materials diverted from landfill.

We will also make efforts to reduce our printed materials and keep them virtual wherever possible. We are also committed to working with service providers who share our values to work in a sustainable way.

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

Kendal Pride is created by and for the LGBTQIA+ community both in the local area, and for those visiting from further afield.

We will be providing activities inclusive for all ages and identities, including children and young people, families, adults and older people alike. For the first time (dependent on the outcome of our Arts Council England application) we will also carry out engagement work in local primary schools to involve them in creating placards for the Kendal Pride Procession.

We are also aware of the other diverse groups in our area, so this year we will enhance what we do to make them feel welcome and meet their needs, including women and disabled people.

We will work with Anti Racist Cumbria to look at how we can demonstrate our solidarity with ethnically diverse communities, and include artists and speakers in our programme who reflect different ethnic backgrounds.

Wherever possible we will ensure that our venues are accessible, offering step-free access to allow everyone to participate in the festival.

How will you evaluate the success of your proposal?

Following the festival we will run a survey with attendees to provide feedback on their festival experience. Additionally, we will work with our steering group, made up of a diverse range of community members, to understand their views.

We will also send out another survey for partner organisations and local businesses to help us understand the impact of Kendal Pride for them.

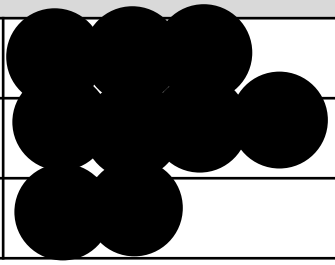
Additionally, we will commission a filmmaker to create a video about the event, capturing the experiences of attendees.

After the event we will publish a report, sharing the findings from the survey and the reflections of the team and share this with funders and partners.

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 Pride cic, Lloyds Bank
Sort Code
Account N

Please include the following documents with your application
● **Constitution of your organisation** ● **Last accounts and most recent bank statements**
Declaration
● **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 require three signatures in order to present your application to Committee.

Signature		**Name**	**Duncan Hodgson**	**Position**	**Festival Director**
Signature		**Name**	**Sally Lofthouse-Jones**	**Position**	**Chairperson**
Signature		**Name**	**Josh Simpson**	**Position**	**Director**

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 FFP1 2022