



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR
Tel: 01768 899 773 Email: office@penrithtowncouncil.co.uk

4 February 2019

Dear Councillor

You are hereby summoned to attend a meeting of the:

COMMUNITY, CULTURE & ECONOMIC GROWTH COMMITTEE

to be held on: 11 February 2019 Monday the 4.00 pm – 6.00 pm.

Mrs V. Tunnadine

TOWN CLERK

(Please Note: Under the Openness of Local Government Bodies Regulations 2014 this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public)

When it is proposed to consider the following business:

AGENDA FOR THE COMMUNITY, CULTURE & ECONOMIC GROWTH COMMITTEE 11 February 2019

1. Apologies for Absence

To receive apologies from members.

2. Minutes of the Previous Meeting

To authorise the Chairman to sign the Minutes of the Meeting of the Community, Culture & Economic Growth Committee held on the 10 December 2019 as a true and accurate record.

3. Declaration of Interests and Dispensations

To receive any declarations of interest by elected or co-opted Members of any disclosable pecuniary or other registrable interests relating to any items on the agenda for this meeting and to decide requests for dispensations.

Members are reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when an item or issue is considered. If a councillor has a pecuniary interest in an item on this agenda, who wishes to remain, speak and/or vote during consideration of that item, they may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

Note: If a Member requires advice on any item involving a possible declaration of interest or requiring a dispensation which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk

4. Public Participation

Members of the public who have requested in writing to speak prior to the meeting, are invited to speak on matters related to the agenda for up to three minutes.

5. Public Bodies (Admission to Meetings) Act 1960 – Excluded Items

To consider whether any agenda items should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

6. Post Office Proposal and Consultation

To consider and agree a response regarding the transfer of Penrith Post Office into WHSmiths branch Angel Lane.

7. Resolutions Report

To note the Resolutions report from the 10 December 2018 meeting.

8. Committee Work Plan

To note the updated Work Plan for the Economic Development Officer.

9. Britain in Bloom

To receive a verbal report from the Economic Development Officer.

10. Plastic Free Penrith

To receive an oral update from Cllr. Lawson.

Grants

11. Exit Reports

To note the exit report from Penrith Parish Centre

12. Close

To note that the next meeting date will be resolved at the Annual Town Council Meeting 2019

INFORMAL MEETING WITHOUT THE PRESS & PUBLIC

To consider how the Events Grant Budget for 2019/20 will be administered and develop a draft.



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Subject to change

DRAFT Minutes of the meeting of the:

COMMUNITY, CULTURE & ECONOMIC GROWTH COMMITTEE

Held on:

Monday the 10th December 2018

PRESENT:

Cllr. Baker
Cllr. Burgin
Cllr. Lawson
Cllr. Jackson
Cllr. Kenyon

Economic Development Officer
Community Engagement Officer
Town Clerk

**DRAFT MINUTES FOR THE
COMMUNITY, CULTURE & ECONOMIC GROWTH
COMMITTEE
10th DECEMBER 2018**

CCEG/18/54 Apologies for Absence

Apologies were received from:

Cllr. Kenyon

Cllrs. Briggs, Donald and Thorley were absent

CCEG/18/55 Minutes of the Previous Meeting

Members authorised the Chairman to sign the Minutes of the Meeting of the Community, Culture & Economic Growth Committee held on the 25th September 2018 as a true and accurate record.

CCEG/18/56 Declaration of Interests and Dispensations

Members were asked to receive any declarations of interest and to decide requests for dispensations. None received.

CCEG/18/57 Public Participation

No members of the public had requested in writing to speak prior to the meeting.

CCEG/18/58 Public Bodies (Admission to Meetings) Act 1960 – Excluded Items

Members considered whether items 16 & 17 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

RESOLVED THAT:

The press and public be excluded as discussions and Members considerations would inevitably include sensitive data of a third party.

CCEG/18/59 Resolutions Report

Members noted the Resolutions Report from the 25th September 2018 meeting.

CCEG/18/60 Community Engagement

Members noted the Work Plan update for Community Engagement.

CCEG/18/61 Budget Review

Members considered the report and recommendations contained within.

RESOLVED THAT:

- I. The £30,000 earmarked reserves resolved for match funding for Eden District Council's HLF 2018 bid, be reviewed and considered by Full Council as a budget for Regeneration and Tourism.
- II. The £10,000 inward investment budget be reallocated as follows:
 - a. £7,000 to Events budget.
 - b. £3,000 to Greening budget.

CCEG/18/62 Britain in Bloom

Members received a verbal report from the Economic Development Officer.

CCEG/18/63 Plastic Clever Penrith

Members considered the development of a Multi-Agency working party to progress the motion of Cllr Lawson, as agreed at Council on the 26th November 2018, and agree that officers write to the District Council to seek clarification on current plastic recycling procedures. A preliminary meeting was held on 6 December to establish the level of interest from other agencies and organisations to participate in a working party.

RESOLVED THAT:

A multi-organisation Task and Finish Group be established to develop the scope of the group and report back to the CCEG Committee.

CCEG/18/64 Regeneration

Members considered providing the Economic Development Officer with Delegated Authority to develop a regeneration project to support the Full Council resolution PTC18/74 Acquisition of Land Holdings and to note that the project plan will include the "Supporting Town Council Actions" from the Town Council's Neighbourhood Development Plan, which fall outside the remit of planning policy.

RESOLVED THAT:

That delegation of authority be approved.

CCEG/18/65 Open Funding Event Review

Members received and noted a verbal report of the funding event held on the 1st of October 2018.

CCEG/18/66 Committee Work Plan

Members noted progress for on the Committee Work Plan.

CCEG/18/67 Event Exit Reports

Members noted the exit reports from:

- a) Penrith on A Plate
- b) Penrith Arts Festival
- c) Winter Droving

Members discussed that it would be appropriate for an internal review of the PTC event grant process, application forms, criteria , weighting, timely and impartial exit reports, service level; agreements and the inclusion of a code for event recycling.

CCEG/18/68 Cumbria Joint Health and Wellbeing Strategy

Members considered the draft Cumbria Joint and Wellbeing Strategy <https://cumbria.citizenspace.com/> and agreed to provide comments on any issues noting that comments from the Planning and CCEG Committees would be amalgamated and ratified by Council on 28 January 2019.

RESOLVED THAT:

Members email the office with any comments by 10 January 2019.

PART TWO – CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

CCEG/18/69 Community Sponsorship Grant

This report was considered exempt under Section 100A (4) of the Local Government Act 1972. Members of the public (including the press) were excluded from the meeting during discussion of the of items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 to Schedule 12A of the Act.

Members considered the Community Sponsorship Grants applications:

a) Penrith Players

RESOLVED THAT:

The organisation is contacted to provide a marketing plan prior to a decision being made.

LGA 1972, section 145

b) Penrith Air Cadets

RESOLVED THAT:

A grant award of £2000 be awarded.

LGA 1972, section 137

CCEG/18/70 Event Grant

This report was considered exempt under Section 100A (4) of the Local Government Act 1972. Members of the public (including the press) were excluded from the meeting during discussion of the of items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 to Schedule 12A of the Act.

Members considered the event grant application from Penrith Lions for May Day.

RESOLVED THAT:

A grant award of £8,500 be awarded from the devolved EDC Events grant.

LGA 1972, section 144

CCEG/18/71 Next Meeting

Members noted that the next meeting of the Communities, Culture and Economic Growth Committee would be held Monday 21st January 2019, 4.00 pm – 6.00 pm, the Board Room, Council Offices, 19-24 Friargate, Penrith.

ITEM 6

Dear Mrs Tunnadine,

I am writing to let you know that earlier this morning we briefed our colleagues that work in Penrith Post Office branch that from tomorrow (Wednesday, 30 January) we are to commence a period of public consultation around our proposal to move Penrith Post Office to a new location – WHSmith, Unit 4 Angel Square, Penrith, CA11 7BT. If the move goes ahead the branch will be run by WHSmith High Street Ltd, with extended opening hours including Saturday afternoon and Sundays.

This move is part of the continuing modernisation of our branch network. We believe the most effective way to secure the long term viability of Post Office services in this area of Penrith is through a carefully selected retail partner, and we are confident that our proposal is the best way of safeguarding services for the community for years to come. The vast majority of our 11,500 Post Office branches, large and small, are successfully operated in this way with retail partners and we believe this is the best approach to keeping Post Offices in main shopping locations and at the heart of communities where they play an important role in local economies.

A wide range of services would still be available at the branch, with the exception of the Application Enrolment Identification service. The nearest branch providing DVLA Photocard Driving Licence renewal and Security Industry Authority (SIA) licence application services would be Burrowgate Post Office, 26-40 Burrowgate, Penrith, CA11 7TA, approximately 0.4 miles away.

The new branch would operate from a newly built dedicated open plan Post Office area within the WHSmith store located along the right hand side to the rear of the premises. Directional signage will be provided from the newly installed automated entrance doors through to the new Post Office area. There will be three serving positions, which has been based on current and forecast future business levels; two open plan positions and one traditional screened position which will also provide travel money services.

We have stringent standards to ensure good access for all customers and our plans for the new branch include widened aisles, low-level counters, PIN pads, hearing loops and customer seating.

We're now starting a period of local public consultation and we'd welcome your views on the proposal. The change of management of the branch to one that is operated by a retail partner rather than by us directly is a commercial decision for Post Office Ltd and therefore we are not seeking feedback on this aspect of the change. However we welcome feedback and comments that can help inform our plans, particularly on the following areas:

- How easy is it to get to the proposed new location?
- Are the new premises easy for customers to get into and are they easily accessible once inside?
- Are there any other local community issues which you believe could be affected by or affect the proposed move?
- If the move were to proceed is there anything we could do to make it easier for customers?

It would be helpful if you could share this information with any local groups or organisations that you know within the community to help our customers understand the proposal for Penrith Post Office. If you would like a supply of PDFs or physical posters please let us know.

We will be accepting comments until 13 March 2019. I have attached advanced sight of our proposal letter, which you will formally receive tomorrow, for information.

Post Office Ltd will host a customer forum in the coming weeks, and everyone will be welcome to attend to hear more about the proposed new location. We're currently finalising details of this event and further information will be provided in due course.

I hope this update is helpful, please come back to me if you have any questions.

Regards



Richard Hall
External Affairs Manager
Communications

Finsbury Dials
20 Finsbury Street
London EC2Y 9AQ

07435 957109

Penrith Post Office®
Crown Square, Penrith, CA11 7AA

Local public consultation

I'm writing to let you know that we are proposing to move Penrith Post Office to a new location – WHSmith, Unit 4 Angel Square, Penrith, CA11 7BT. If the move goes ahead the branch will be run by WHSmith High Street Ltd, with extended opening hours to include Saturday afternoons and Sundays.

Why are we proposing this move?

This move is part of the continuing modernisation of our branch network. We believe the most effective way to secure the long term viability of Post Office services in Penrith is through a carefully selected retail partner, and we are confident that our proposal is the best way of safeguarding services for the community for years to come. The vast majority of our 11,500 Post Office branches, large and small, are successfully operated in this way with retail partners and we believe this is the best approach to keeping Post Offices in main shopping locations and at the heart of communities where they play an important role in local economies.

Alongside modernising our branch network, we're continuing to develop our services to remain relevant for customers. As well as traditional mails and other services, today's Post Office network provides for the collection or return of online shopping, offers a 'click and collect' service for foreign currency available from over 3,500 branches and day- to- day banking for the majority of customers of UK banks - 99 per cent of UK personal banking customers and 95 per cent of business customers can now carry out day to day banking at any of our branches.

A wide range of services would still be available at the branch, with the exception of the Application Enrolment Identification service. The nearest branch providing DVLA Photocard Driving Licence renewal and Security Industry Authority (SIA) licence application services would be Burrowgate Post Office, 26-40 Burrowgate, Penrith, CA11 7TA, approximately 0.4 miles away.

About our retail partner

WHSmith is one of the UK's largest booksellers, stationers and newsagents, operating more than 1,400 stores, with an extensive reach and a presence on nearly every significant UK high street. WHSmith has been successfully operating Post Offices within its stores since 2007 and currently runs over 130 branches. Throughout this extended period they have satisfied us that they will be able to successfully run the branch in Penrith, by showing that they can deliver excellent standards of customer service, with trained staff promoting products and services in a modern environment.

The new Penrith Post Office branch

The new branch will operate from a newly built dedicated open plan Post Office area located along the right hand side to the rear of the premises. Access into the store is level and automatic doors will be installed at the entrance. We have stringent standards to ensure good access for all customers and our plans for the new branch include low-level counters, PIN pads, hearing loops and customer seating.

Directional signage will be provided from the entrance door through to the new Post Office area. There will be three serving positions, which has been based on current and forecast future business levels; two open plan positions and one traditional screened position which will also provide travel money services. Open plan serving positions are successfully used across the Post Office network, as an alternative to the more traditional positions and still have a partitioned screen but this is lower, helping to provide for a more personal service and discreet conversations when needed.

A war memorial is located in Penrith Post Office dedicated to those of our colleagues who worked for the organisation when it was known as the General Post Office (GPO), which included what is now Royal Mail. We will be working with Royal Mail to identify the most appropriate place to relocate the memorial so that members of the public can continue to pay their respects to those of our colleagues who sacrificed their lives. We fully recognise the importance and significance of war memorials and, once agreed, the relocation will be handled with great care and sensitivity, including a re-dedication ceremony.

What's next?

We're now starting a period of local public consultation and we'd welcome your views on the proposal. The change of management of the branch to one that is operated by a retail partner rather than by us directly is a commercial decision for Post Office Ltd and therefore we are not seeking feedback on this aspect of the change. However we welcome feedback and comments that can help inform our plans, particularly on the following areas:

- How easy is it to get to the proposed new location?
- Are the new premises easy for you to get into and are they easily accessible once inside?
- Are there any other local community issues which you believe could be affected by or affect the proposed move?
- If the move were to proceed is there anything we could do to make it easier for customers?

If you are a local representative, it would be helpful if you could share this information with any local groups or organisations that you know within the community, for example on noticeboards, local charities and in GP surgeries, to help our customers and your constituents understand what is happening to the Post Office in Penrith. If you would like a supply of posters please let us know.

You can share your views on the proposed change through our easy and convenient online questionnaire via the link below. When entering the site you can use the search function to find the consultation for this branch either by branch name, postcode or the unique branch code **002410**.

postofficeviews.co.uk

Local Public Consultation starts	30 January 2019
Local Public Consultation ends	13 March 2019
Proposed month of change	June 2019

Post Office Ltd will host a customer forum in the coming weeks, and everyone will be welcome to attend to hear more about the proposed new location. We're currently finalising details of this event and further information will be provided in branch.

We are committed to engaging with and supporting our customers and their representatives as we make changes to the Post Office network. This notification is being carried out in line with our Principles of Community Engagement which have been agreed with Citizens Advice, Citizens Advice Scotland and the

General Consumer Council for Northern Ireland - the independent statutory consumer watchdogs. A copy is available at the end of this letter.

Posters and leaflets will now be displayed in branch to let customers know about the proposal and to ask their views.

Thank you for considering our proposal. Any information we receive will be considered as we finalise our plans for the new branch. I've enclosed an information sheet that provides more details about the new location. At the end of the consultation we will write to you again to respond to the main issues raised and to explain our final plans for the branch.

Yours sincerely



Roger Gale
Network & Sales Director
Post Office Limited

Post Office Limited is committed to protecting your privacy. Information about how we do this can be found on our website at postoffice.co.uk/privacy

Penrith Post Office information sheet																														
	Current location	Proposed new location																												
Address	Crown Square Penrith CA11 7AA	WHSmith Unit 4 Angel Square Penrith CA11 7BT																												
Post Office Opening Hours	<table border="1"> <tr><td>Mon</td><td>09:00 – 17:30</td></tr> <tr><td>Tue</td><td>09:30 – 17:30</td></tr> <tr><td>Wed</td><td>09:00 – 17:30</td></tr> <tr><td>Thu</td><td>09:00 – 17:30</td></tr> <tr><td>Fri</td><td>09:00 – 17:30</td></tr> <tr><td>Sat</td><td>09:00 – 12:30</td></tr> <tr><td>Sun</td><td>Closed</td></tr> </table>	Mon	09:00 – 17:30	Tue	09:30 – 17:30	Wed	09:00 – 17:30	Thu	09:00 – 17:30	Fri	09:00 – 17:30	Sat	09:00 – 12:30	Sun	Closed	<table border="1"> <tr><td>Mon</td><td>09:00 – 17:30</td></tr> <tr><td>Tue</td><td>09:00 – 17:30</td></tr> <tr><td>Wed</td><td>09:00 – 17:30</td></tr> <tr><td>Thu</td><td>09:00 – 17:30</td></tr> <tr><td>Fri</td><td>09:00 – 17:30</td></tr> <tr><td>Sat</td><td>09:00 – 17:30</td></tr> <tr><td>Sun</td><td>10:00 – 14:00</td></tr> </table>	Mon	09:00 – 17:30	Tue	09:00 – 17:30	Wed	09:00 – 17:30	Thu	09:00 – 17:30	Fri	09:00 – 17:30	Sat	09:00 – 17:30	Sun	10:00 – 14:00
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Products & Services	A wide range of services would still be available at the Branch, with the exception of the Application Enrolment Identification service.																													
Serving positions	There would be three serving positions in total; one screened and two open plan. The total number of serving positions has been based on current and future predicted business levels.																													
Access and facilities	<p>Access into the store is level and automatic doors will be installed at the entrance. Low level serving counters, a low level writing desk and hearing loops would be available.</p> <p style="text-align: center;">Parking</p> <p>Pay & display parking is available at Princes Street Car Park, with 21 spaces and 4 designated disabled bays approximately 92 metres away.</p> <p style="text-align: center;">Buses</p> <p>Public transport available to and from the surrounding areas. The nearest bus stop is approximately 160 metres away from the proposed premises.</p>																													
Distance	Approximately 128 metres away from the current branch, along mostly level terrain.																													
Retail	Cards and stationery.																													
Local Public Consultation starts	30 January 2019																													
Local Public Consultation ends	13 March 2019																													
Proposed month of Change	June 2019																													

To get this information in a different format, for example, in larger print, audio or braille call 03452 66 01 15 or Textphone 03457 22 33 55.

Principles of Community Engagement on changes to the Post Office network

We are committed to engaging and supporting our customers and their representatives as we make changes to the Post Office network. The following principles will be adopted when communicating about changes to your local Post Office branch.

We will **Notify** - where we are informing customers of changes around:

- Opening hours
- Temporary closure¹/ temporary service interruption
- Re-opening of a temporarily closed branch in the same site
- Opening a new branch unrelated to a previous closure
- Location used by a Mobile Post Office within a community

We will display a poster in branch (or nearby if appropriate) to notify customers of the above changes, providing four weeks' notice. Where four weeks' notice is not possible, we will provide notice as soon as we are able to. For temporary closures we will include details of the nearest alternative Post Offices and our customer helpline/textphone.

We will **Engage** - where we are seeking feedback on a decision that has been made on:

- Re-opening of a temporarily closed branch in a new location (where the branch has been closed for more than three months)
- Franchising of a Directly Managed branch in its existing site

While the decision to proceed will have already been made, we will welcome suggestions about specific aspects of the change such as access arrangements and the internal layout. We will provide four weeks' notice or, where extenuating circumstances prevent this, we will provide as much notice as possible.

During this period we will display a poster in branch and provide information online. We will contact locally elected representatives², the Consumer Advocacy Bodies and selected charities³, providing clear information on any changes to services or access arrangements at the branch. We will ask locally elected representatives to share information with other key community outlets (such as notice boards, local charities, magazines, GP surgeries etc.). We will publish the outcome of the engagement online and in branch, providing a summary of key issues raised with a clear response to each and any changes made to our original plans.

We will **Consult** - where we are seeking feedback on proposals prior to a decision being made on the:

- Permanent closure of a Post Office branch⁴
- Permanent relocation of a Post Office branch (including the franchising of a Directly Managed branch to a new site)

We will carry out a six-week⁵ local public consultation, informing customers, locally elected representatives, Consumer Advocacy Bodies and selected charities of the proposal. This information will also be made available online and for a Directly Managed

branch a press release will be issued to local media. We will ask locally elected representatives to share information with other key community outlets (such as notice boards, local charities, magazines, GP surgeries etc.).

The consultation will ask specific questions on areas where we would like feedback on access to Post Office services and will confirm when the change will happen if the decision is made to proceed. We will provide clear information on any changes to services as well as access to and into the new branch.

We welcome all feedback with the following factors being taken into account in making our decision, which we expect to make within four weeks of the close of consultation:

- Customer access to, into and inside the new or alternative branch/branches with particular regard to vulnerable consumers
- Any local community issues which could be affected by or affect the proposal

At the end of the consultation process we will write to locally elected representatives, Consumer Advocacy Bodies and respondents to the consultation (where practical) to confirm our decision and provide a summary of key issues raised with a clear response to each. This information will be made available online and in branch (where possible).

These Principles have been agreed with Citizens Advice, Citizens Advice Scotland and the General Consumer Council for Northern Ireland; the independent statutory consumer watchdogs.

What to do if you feel these Principles haven't been followed:

Please get in touch so we can investigate your complaint. We'll explain in our reply whether we believe we have followed our Principles of Community Engagement and will provide you with the contact details for the relevant consumer watchdog (Citizens Advice, Citizens Advice Scotland or the Consumer Council for Northern Ireland) if you're not satisfied with our response. The watchdog will independently assess whether we have followed the Principles of Community Engagement process (rather than the decision itself) and recommend any actions with respect to the complaint.

postofficeviews.co.uk
comments@postoffice.co.uk
FREEPOST Your Comments
Call: 03452 66 01 15
Textphone: 03457 22 33 55

¹We will provide an update to locally elected representatives if the status of the temporarily closed branch has not changed after 12 months.

² Locally elected representatives include but are not restricted to the Member of Parliament, Scottish Parliament, Welsh Assembly, or Northern Ireland Assembly, Local Authority Chief Executive, Ward Councillors, Parish or Community Council.

³ Selected charities are local Citizens Advice, Age UK, Northern Ireland's Disability Action and Northern Ireland's Rural Community Network. All parties referred to in 2 and 3 above are encouraged to share all information with local groups and organisations who they believe have an active interest in changes to their local Post Office.

⁴ There may be a small number of cases where due to circumstances outside our control we have no option other than to permanently close a branch in a particular location. In

these cases the consultation will seek feedback on alternative Post Office service provision in the area.

⁵ If the consultation includes more than four weeks in July in Scotland and Northern Ireland or more than four weeks in August in England and Wales we will extend the period by one calendar week. We will not start any local public consultation during the two-week period which includes the Christmas and New Year bank holidays.

**ITEM 7:
RESOLUTIONS REPORT – 10th December 2018**

MINUTE REF:	RESOLUTION	ACTION
CCEG/16/62	Castle Park Development Group	
	£30,000 to support the Castle Park Development Group's Heritage Lottery Fund Application by match funding Eden District Councils contribution of £167,000	Match funding of £15,000 earmarked for 2017/18 draft budget and £15,000 Application unsuccessful Awaiting decision from EDC regarding the any proposals for Castle Park
CCEG/16/38	Penrith Chamber of Trade "Pots of money"	
	£1000 awarded for a Pilot Scheme for Town Ambassadors to identify areas of the town that need improvement.	Areas identified and works completed. Meeting held to combine some identified projects to link with C in B 2018 awaiting meeting with new Chair Projects that were identified undertaken by C in B committee at no cost.
CCEG/17/23	Two Lions	
	Open meeting held 19 th September 30 ^{1st} committee meeting held 12 th October Draft constitution drawn up.	Agreed difficult to proceed without the ownership of the property, or in partnership with the owners. EDC Contacted July 2018, they are awaiting a meeting with Sainsburys, awaiting an update.

MINUTE REF:	RESOLUTION	ACTION
CCEG/18/10a	Cumbria Youth Alliance	
	£5000 awarded in principle: £2500 given up front with the remainder of the funding to be paid on confirmation of matched funding The project manager be invited to update members before release of final payment	Signed SLA received initial funds released, project manager to inform when matched funding in place.
CCEG/18/25d	Penrith Football Club	
	£5000 awarded in principle Funds only released when matched funding secured	Marketing/Development Plan received £5000 awarded on confirmation of matched funding received. Confirmation of Matched Funding received funds released
CCEG/18/26	EVAN WW1	
	£10000 budget set	£3500 awarded for activities held on the 11 November £1725 released
CCEG/18/64	Regeneration	
	Draft report complete to be considered by Full Council.	
CCEG/18/69a	Penrith Players	
	Organisation contacted to provide a marketing plan prior to a decision being made.	

MINUTE REF:	RESOLUTION	ACTION
CCEG/18/69b	Penrith Air Cadets	
	£2000 awarded	Awaiting receipt of Signed SLA before funds released
CCEG/18/70	Penrith Lions	
	£8,500 awarded	Awaiting receipt of Signed SLA funds released

ITEM 8

Health & Wellbeing			
Strategic Priority	Delivery Work	Progress at 11th February 2019	Reason for any under performance and revised date when target will be met
Environment	<p>Cumbria/Britain in Bloom</p> <p>Stakeholders: Community Gardeners, Penrith Bid, Eden Mencap, Bee Keepers, Allotments, Virgin Trains, Forest School, Thacka Beck Nature Reserve, Richardson's, Salvation Army, Great Dockray residents</p>	<p>Cumbria in Bloom</p> <p>Penrith awarded 'Best Large Town' Category and the Gold Award for the 'Penrith Business Improvement District (BID).' In addition, the town also won the most Improved in the Year Award, the 'Best Sustainable Community' award and 'Joint Winner in the 'Best Overall Town & Urban Community' Category.</p> <p>Penrith Poly Tunnel received the highly prestigious 'Britain in Bloom National Certificate of Distinction.' and 'Joint Runner Up for the Continental Landscapes Trophy.' Individual awards for 'It's Your Neighbourhood Level 5: Outstanding' were Penrith Poly Tunnel Group, the Stricklandgate Community Garden Project, the Penrith Railway Station the Great Dockray Residents and Business group, Eden Mencap Society, Penrith Thacka Beck Nature Reserve Penrith and Queen Street Nursery</p>	

Health & Wellbeing

Strategic Priority	Delivery Work	Progress at 11 th February 2019	Reason for any under performance and revised date when target will be met
	<p>Penrith in Bloom Facebook and Photo library created. Prospectus developed. Sponsorship Packages created. Projects: Gateways, Streetscape and Public Realm</p> <p>Awareness/consultation.</p> <p>Lions installed new planters at the entrance signs to Penrith.</p> <p>Plastic Smart Penrith</p>	<p>Britain in Bloom</p> <p>Outstanding' were Penrith Poly Tunnel Group, the Stricklandgate Community Garden Project, the Penrith Railway Station the Great Dockray Residents and Business group, Eden Mencap Society, Penrith Thacka Beck Nature Reserve Penrith and Queen Street Nursery</p> <p>Britain Bloom Judging held awards ceremony 19th October</p> <p>Penrith received an overall 'Silver Gilt' award in the 'Large Town Category.'</p> <p>Penrith Poly Tunnel received a 'National Certificate of Distinction'</p> <p>Interested parties in Sponsorship of Gateway Sites, costings being sought.</p> <p>Agreed Penrith to represent Cumbria in Britain in Bloom 2019.</p> <p>ED Officer to attend seminar for B IN B 2019</p> <p>Plans for Great Dockray underway First 2019 in Bloom stakeholder meeting to be held Feb 2019</p> <p>Stakeholder Group established meeting to be held the 13th February 2019</p>	

Health & Wellbeing			
Strategic Priority	Delivery Work	Progress at 11th February 2019	Reason for any under performance and revised date when target will be met
Lifesaving appliances	Provide awards for Life Saving appliances		

Economic Development

Strategic Priority	Delivery Work	Progress at 11 th February 2019	Reason for any under performance and revised date when target will be met
Tourism	Develop a Tourism Strategy	Discussions on going with BID re joint marketing initiatives Tourism projects being developed with Great Dockray	
Entertainment and the Arts	Develop and deliver Events Programme Ongoing support, project planning given to EVAN	Penrith Food and Farming Festival 2018 - Funding agreed £6500 Event Held Exit Report received EVAN "Represent Penrith" - Funding agreed Event held Exit report EVAN Light Festival, WW1, memorial.- Invoice paid Winter Droving 2018 – event held – exit report received. "Under the Beacon - Web Site and trail created exit report received Penrith Lions 2019 - Funding Agreed	

Transport

Strategic Priority	Delivery Work	Progress at 11 th February 2019		Reason for any under performance and revised date when target will be met
	Provide support for community transport initiatives	106 Partnership Fell runner Bus Service	Awarded £1000 Awarded £2000	

Sponsorship

Strategic Priority	Delivery Work	Progress at 11 th February 2019		Reason for any under performance and revised date when target will be met
	To support community or voluntary groups and charities operating within the town with one-off community grants.	St Andrews Parish Centre Awarded £2000	Awarded £1268 (2018/19 budget)	
		Penrith Football Club Awarded £5000	Awarded £5000 (2018/19 budget)	
		Cumbria Children's Dyslexia Project	Awarded £4995 (2018/19 budget)	
		Cumbria Youth Alliance	Awarded £1500	
		Eden Mencap		
		Bluejam		

ITEM 11

Penrith Parish Centre

Space for people to do things

St. Andrew's Place, Penrith, Cumbria CA11 7XX.
Telephone: 01768 862867



A Community Charity
No: 1101223
Maintained solely by its use

Dear Supporter,

1st February 2019

We write to you again to thank you for your help in gathering funds to restate the roof of our much used Victorian building & to say that the work started at the end of August & was completed mid December. Fortunately most of the roof timbers were in good order so a decision was made to allocate the remaining contingency money toward installation of Solar Panels at a cost of £23,186.10 bringing our total cost to £112,358.40. Below we have listed the breakdown as yesterday we received the last receipted invoice from the builder. Invoices are enclosed for your record purposes.

The completion of the restating & installation of Solar Panels will reduce maintenance & energy costs & thus enable us to keep hire charges down & make us more attractive to new users, as well as lowering our carbon footprint.

Once again thank you for your help. We will continue to acknowledge your support whenever possible.

Yours sincerely,



(Centre Manager)

Building Control	435.00
Scaffolding	10,032.00
Restating	78,705.30
	<u>£89,172.30</u>

Solar	23,186.10
Restating	89,172.30
	<u>£112,358.40</u>

For the attention of:

Cllr. Baker

Cllr. Burgin

Cllr. Donald

Cllr. Lawson

Cllr. Jackson

Cllr. Kenyon

For information: Remaining Members of the Town Council