



# Penrith Town Council

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

DATE: 10<sup>th</sup> June 2019

Dear Councillor

You are hereby summoned to attend a meeting of the:

## **COMMUNITY, CULTURE & ECONOMIC GROWTH COMMITTEE**

to be held on:

Monday 17<sup>th</sup> June 2019 4.00 pm – 6.00 pm Board Room, Church House,  
19-24 Friargate, Penrith

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**

**17<sup>th</sup> June 2019**

**4.00PM – 6.00 PM Board Room, Church House, 19-24 Friargate, Penrith**

## **1. Vice Chair**

To appoint a Vice Chair.

## **2. Apologies for Absence**

To receive apologies from members.

## **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 councillor has a pecuniary interest in an item on this agenda, who wish 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 Item**

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. Committee Terms of Reference**

Members are asked to note the Committee Terms of Reference.

## **7. Meeting Arrangements**

To consider the timings of the 2019-20 Committee meetings.

## **8. Work Plan**

To note the Committee Work Plan for the municipal year 2019/20.

## **9. Dementia Action Plan**

To note Penrith Town Council's Dementia Action Plan 2019.

## **10. VE Day**

To consider the VE Day report.

## **11. Penrith in Bloom**

To receive a verbal report from the Economic Development Officer.

## **12. Plastic Clever Penrith**

To receive a verbal report from the Economic Development Officer to note that Cllr Knaggs will join Cllr Lawson on the Plastic Clever Working Group.

## **13. Penrith Dreamscheme**

To consider the report to release outstanding committed funds to deliver Penrith Projects in 2019/20 ref CCEG/18/10a.

## **14. Next Meeting**

To note that the next meeting of the Communities, Culture and Economic Growth Committee will be held 9<sup>th</sup> September 2019, the Board Room, Council Offices, 19-24 Friargate, Penrith,

### **For the attention of:**

Cllr. Bowen  
Cllr. Davies  
Cllr. Donald  
Cllr. Jackson – Chairman  
Cllr. Knaggs  
Cllr. Snell  
Cllr. Burgin – Standing Deputy  
Cllr. Shepherd – Standing Deputy

**For Information:** Remaining members of the Town Council

# COMMUNITIES, CULTURE, & ECONOMIC GROWTH COMMITTEE

## ITEM 6 TERMS OF REFERENCE

<b>MEMBERSHIP</b>	SIX Members of Penrith Town Council
<b>QUORUM</b>	THREE Members of the Committee
<b>POWER</b>	Local Government Act 1972, Sections 101 and 102.
<b>TERMS</b>	<p>The Council's Standing Orders apply to all meetings of the Committee.</p> <p>The Committee shall be appointed on an annual basis at the Annual Meeting of the Town Council when the Committee Chairman will be appointed.</p> <p>The first order of business of the first meeting of the Committee after its annual appointment will be to elect a Vice Chairman.</p> <p>Unless the Council directs otherwise, the Committee may arrange to devolve any of its functions to a Sub-Committee or to Officers of the Council</p> <p>The Committee will meet monthly</p> <p>Meetings shall be open to the public unless the Committee feels it appropriate to exclude the press and public for specific items</p> <p>Members of the Committee will receive an agenda and supporting papers in accordance with the Councils Standing Orders</p> <p>All Members of the Council will receive an agenda only, sent via email</p> <p>Notice of meetings will be published in accordance with the Councils Standing Orders</p>
<b>LIMITATIONS</b>	<p>Only Members of the Committee may vote on agenda items</p> <p>Non-Members of the Committee may attend in their capacity as a Councillor and will be allowed to speak on an agenda item with the agreement of the Chairman</p> <p>Non-Members of the Committee are subject to the same rules as Committee Members regarding confidentiality and the requirements of the Code of Conduct</p> <p>Non-Members of the Committee have no more rights at Committee meetings than members of the public.</p>

## RESPONSIBILITIES

## DELEGATED POWERS

The committee has delegated authority:

<b>Delegated financial powers within the approved budget for expenditure related to all activities of the committee</b>	To authorise all payments. To monitor income and expenditure associated with the activities of the committee
<b>Ensure links and communication networks are made with voluntary and other community organisations within the local area</b>	To lead
<b>Make proposals in relation to the local visitor economy</b>	To approve
<b>Undertake periodic reviews of the Council's Community Engagement Policy and make any recommendations for amendment to the Council</b>	To review and recommend
<b>Delegated financial powers within the approved budget for expenditure related to the approval of grants relating to the awarding of financial support to organisations and events operating within the Council's area in accordance with the Council's Strategic Priorities and approved budgets</b>	To consider and approve
<b>Monitor the compliance and performance of beneficiaries of the grants and reporting to full council annually on the impact of the grants programme</b>	To monitor and report
<b>To encourage and sponsor arts, cultural and heritage events within the town within the budgetary provision previously agreed by the Council</b>	To consider and approve
<b>To maintain liaison with local bodies established for the promotion and/or management of arts and heritage</b>	To maintain
<b>To develop a Cultural Strategy for Penrith</b>	To lead on creating policy and recruiting specialist facilitators as required

<p><b>Provide support to initiatives that improve the health and wellbeing of the community, including sport and exercise</b></p>	<p>To consider and approve</p>
<p><b>Support local groups improving accessibility to Penrith by foot, cycle and for individuals with physical or sensory difficulties</b></p>	<p>To support</p>
<p><b>Work in partnership with organisations in the provision of activities that enhance the appearance, business opportunities and the quality of life in Penrith</b></p>	<p>To support, consider and approve</p>
<p><b>To delegate areas of responsibility to either a sub-committee or to an officer</b></p>	<p>To delegate</p>

**ITEM 8**

<b>Health &amp; Wellbeing</b>			
<b>Strategic Priority</b>	<b>Delivery Work</b>	<b>Progress at 17<sup>th</sup> June 2019</b>	<b>Reason for any under performance and revised date when target will be met</b>
<b>Environment</b>	<p><b>Cumbria/Britain in Bloom</b></p> <p>Stakeholders: Community Gardeners, Penrith Bid, Eden Mencap, Beekeepers, Allotments, Virgin Trains, Forest School, Thacka Beck Nature Reserve, Richardson's, Salvation Army, Great Dockray residents</p> <p>Penrith in Bloom Facebook and Photo library created.</p> <p>Projects: Gateways Streetscape/Public Realm</p> <p>Plastic Clever Penrith</p>	<p><b>Cumbria/Britain in Bloom</b></p> <p>Cumbria in Bloom Judging first two weeks in July</p> <p>Britain in Bloom Judging 2<sup>nd</sup> August</p> <p>Funding awarded for tree maintenance at Community Poly Tunnel</p> <p>Funding awarded towards cost of installing raised beds for growing vegetables for the St Catherine's after school gardening club.</p> <p>Great Dockary residents working with Richard 111 society on Heritage themed project.</p> <p>Interested parties for Sponsorship of Gateway Sites being sought:</p> <p>Salkeld Road site identified, and sponsors agreed, permissions refused for proposed project.</p> <p>Multi agency group established</p>	

## Health & Wellbeing

Strategic Priority	Delivery Work	Progress at 17 <sup>th</sup> June 2019	Reason for any under performance and revised date when target will be met
<b>Lifesaving appliances</b>	Provide awards for Life Saving appliances		

## Economic Development

Strategic Priority	Delivery Work	Progress at 17 <sup>th</sup> June 2019	Reason for any under performance and revised date when target will be met
<b>Tourism</b>	Develop a Tourism Strategy	Discussions on going with BID re joint marketing initiatives Tourism projects being developed with Great Dockray	
<b>Entertainment and the Arts</b>	Develop, assist and deliver Events Programme	EVAN Penrith Arts Festival - Funding agreed to be held 31 <sup>st</sup> August ongoing support  Winter Droving 2019 – funding agreed; meeting planned 18 <sup>th</sup> June  Penrith Lions 2019 - Funding Agreed Events held  Penrith Lions 2019 – Tea in Castle Park, July, funding agreed ongoing support	



## Transport

<b>Strategic Priority</b>	<b>Delivery Work</b>	<b>Progress at 17<sup>th</sup> June 2019</b>	<b>Reason for any under performance and revised date when target will be met</b>
	Provide support for community transport initiatives		

## Sponsorship

<b>Strategic Priority</b>	<b>Delivery Work</b>	<b>Progress at 17<sup>th</sup> June 2019</b>	<b>Reason for any under performance and revised date when target will be met</b>
	To support community or voluntary groups and charities operating within the town with one-off community grants.		



# Penrith Town Council

**CCEG Committee 17 June 2019**

**PARTICIPATION IN VE DAY 75**

**AUTHOR: Ian Parker – Services and Contracts Manager**

**LEAD COUNCILLOR: Scott Jackson**

**ITEM NUMBER: 10**

## **RECOMMENDATIONS**

The Committee is asked to:

- I. Agree in principle to participate in 'VE Day 75' and register the Council's interest with the event organisers.
- II. Authorise for Officers to liaise with community organisations and other stakeholders to evaluate the local interest in the 'VE Day 75' event, and to report back findings to a later committee meeting.
- III. Agree a budget allocation from the Grants Budget 2020/21 which can be later accessed to fund events and activities associated with 'VE Day 75.'

## **1. LINKS TO COUNCIL PRIORITIES**

This report addresses the Health and Wellbeing strategic priority and meets the aim to support and contribute to the social fabric of the town, enhancing community facilities and supporting arts and culture.

## **2. BACKGROUND**

**2.1** On the dates 08 – 10 May 2020, there will be a unique series of events to mark VE Day 75, which celebrates and commemorates the 75<sup>th</sup> Anniversary of VE Day. The 08 May 1945 was the day peace emerged after nearly six years of war, so the 75<sup>th</sup> anniversary on the 08<sup>th</sup> May 2020 represents an important milestone in the country's history.

**2.2** A series of planned activities include the following, yet the Council is not expected to participate in all of them should it not wish too:

- The playing of Battles Over and VE 75 Years
- The Nations Toast to the Heroes of WW2
- The Cry for Peace, around the World.
- Churches and Cathedrals Ringing out for Peace
- Street Parties
- Services of commemoration and celebration in churches, including the reading of the Tribute to the Millions and the playing of the Last Post.

**2.3** Should the Council seek to participate in VE Day 75 it is recommended that the Council's interest is registered with the organising body. A letter outlining the VE Day 75 programme is shown at Appendix A.

**2.4** Whilst this is a new initiative it closes mirrors the Armistice Centenary Commemorations which the Council organised in 2018, in fact it is the same pageant master organising the VE Day celebrations. The Armistice event proved a success and was well received by the community.

**2.5** This report seeks authorisation for officers to begin liaising with local community groups, churches and stakeholders to evaluate the local demand and appetite to participate the VE Day 75. It further recommends that a budget allocation is ringfenced within the grants budget to support activities, yet any approval to commit expenditure would be subject to further reports.

## **3. FINANCE IMPLICATIONS**

**3.1** This report requests that an allocated budget is ringfenced from the Grants Budget to fund VE Day 75 activities.

#### 4. RISK ASSESSMENT

<b>Risk</b>	<b>Consequence</b>	<b>Controls Required</b>
Financial	Spend on the project.	Agree a ringfenced allocation from the Grants Budget.
Staff Capacity	Limited staff capacity to lead the project.	Liaise with local community groups and stakeholders. Prepare Event Action Plan. Consult Armistice project plan.
Reputational	To not participate may be taken negatively by the community.	Liaise with local community groups and stakeholders. Prepare Event Action Plan. Register with VE Day 75
Recognition	Town Council does not receive the credit and public relations benefit from being the lead body.	Marketing and publicity plan to be prepared outlining the Council's role.

#### Officer contact Details

Ian Parker Services and Contracts Manager

Email: [scmanager@penrithtowncouncil.co.uk](mailto:scmanager@penrithtowncouncil.co.uk)

Tel: 01768 899773

## Appendix A



Dear parish and town council,

### PARTICIPATION IN VE DAY 75

We have pleasure in outlining plans for VE Day 75, being organised to celebrate and commemorate the 75<sup>th</sup> Anniversary of VE Day.

The 8<sup>th</sup> May 1945 was the day peace emerged after nearly six years of war, so the 75<sup>th</sup> anniversary on 8<sup>th</sup> May 2020 represents an important milestone in our history. I am sure you will agree that we cannot let this day pass without reflecting on the enormous sacrifice, courage and determination of people from all walks of life who saw us through this dark period. Our celebration, VE Day 75, will cover the weekend of 8<sup>th</sup> - 10<sup>th</sup> May 2020, and will be an international celebration of peace – a time to remember, reflect and pay tribute to the millions who played such a vital part in achieving it.

This includes the Armed Forces personnel from many countries who gave their lives, and those who returned home injured in body and mind; the hard-working women and men who kept the factories, mines, shipyards and farms operating throughout the years of turmoil; the ARP wardens, police officers, doctors, nurses, firemen, local defence volunteers and many others who put their lives on hold to safeguard the home front.

The charity for VE Day 75 is SSAFA, the Armed Forces Charity, which also supports the Merchant Navy.

The planned activities over the weekend are as follows:

- The Playing of Battle's O'er & VE 75 Years
- The Nation's Toast to the Heroes of WW2
- The Cry for Peace, around the World
- Churches & cathedrals Ringing out for Peace
- Street parties and parties in pubs, clubs, Hotels, on town and village greens and in halls etc
- Services of commemoration and celebration in churches, including the reading of the Tribute to the Millions and the playing of the Last Post

Registration for all participants will be solely through [www.veday75.org](http://www.veday75.org). As well as adding your details you will also be able to download important documents, including a commemorative certificate, and view messages of support from individuals and organisations.

## FRIDAY 8TH MAY 2020

### **3pm – Battle's O'er & VE 75 Years**

3pm is the time Winston Churchill officially announced the end of WW2 from the Cabinet Office at 10 Downing Street, London.

Pipers from around the world will open VE Day 75 by playing Battle's O'er and VE 75 Years at 3pm local time in the country they are in, paying tribute to the millions who gave so much to earn our freedom today. Battle's O'er is the traditional tune played by pipers at the end of a battle, and VE 75 Years has been specially written for this occasion by Pipe Major Roger Bayes of the City of Norwich Pipe Band.

Battle's O'er will be played by pipers from the top of the four highest Peaks in the UK - Ben Nevis, Scotland; Scafell Pike, England; Mount Snowdon, Wales, and Slieve Donard, Northern Ireland – and also at the five furthest points in the UK. This has never been undertaken before.

We are encouraging pipers working that day to pause at 3pm to play the tune in their workplace. It will provide pipers throughout the world the opportunity to participate without having to take time off work. We are already aware that a nurse will be playing the pipes on her hospital ward, and that others will be playing at a railway company, in a field and outside a bakery. Those pipers taking part can register their involvement at the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **3pm – The Nation's Toast to the Heroes of WW2**

To coincide with the playing of Battle's O'er thousands of pubs throughout the UK, Channel Islands and the Isle of Man will encourage customers to raise a glass at 3pm and take part in The Nation's Toast to the Heroes of WW2. All pubs taking part can register their involvement on the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **6.55pm – A Cry for Peace Around the World**

Town Criers around the world will be undertaking A Cry for Peace Around the World, kindly written for this occasion by Crier Peter Taunton. The 'Cry', which can be downloaded from the website, will be performed at 7pm local time in locations around the world, starting in New Zealand. Those Town Criers and others undertaking this 'Cry' can register their involvement on the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

### **7pm – Ringing out for Peace**

Bells in churches and cathedrals will ring out at 7pm in a collective celebration of VE Day 75. The sound of church bells is deeply rooted in British culture. They provide the grand soundtrack to our historic moments, calling us to wake, to pray, to work, to arms, to feast, to celebrate and, in times of crisis, to come together. This aspect of VE Day 75 could not be more appropriate, ringing out around the world to celebrate the peace we share today. Those churches taking part can register their involvement on the VE day website – [www.veday75.org](http://www.veday75.org).

### **7pm onwards – Parties and Celebration**

Parties and celebrations will take place in pubs, clubs and hotels, on town and village greens and in our streets, bringing the communities of the nation together in common friendship. Those town and cities twinned with others around the world will be encouraged invite them to join in this joyous occasion. We know that many of those taking part will be organising firework displays over the weekend too. Those taking part in this celebratory element of the event can register their involvement on the VE day 75 website – [www.veday75.org](http://www.veday75.org).

SATURDAY 9TH MAY 2020

Parties and celebrations continue.

SUNDAY 10TH MAY 2020

**10.30am – Church Services of Celebration and Commemoration**

Services will take place in cathedrals and churches throughout the UK, Channel Islands and the Isle of Man to celebrate the peace we share today and remember those who lost their lives or returned home dreadfully wounded. The services will also recognise the sacrifices of those who kept the nation fed and the factories, mines and hospitals working during the most challenging of times. Churches wishing to take part should register their involvement on the VE Day 75 website – [www.veday75.org](http://www.veday75.org).

**Tribute to the Millions & the Last Post**

Those planning services will be encouraged to ask a representative from their local community to read out the Tribute to the Millions, which can be downloaded at [www.veday75.org](http://www.veday75.org), and involve a local bugler or trumpeter to play the Last Post and Reveille. Their participation can also be registered on the VE DAY 75 website – [www.veday75.org](http://www.veday75.org).

We do hope that you will take part in VE Day 75 and look forward to receiving your registration on the VE Day 75 Website - [www.veday75.org](http://www.veday75.org) to enable us to keep in touch with you and update you on progress.

My warmest regards,

*Bruno Peek*

Bruno Peek LVO OBE OPR  
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Website: [www.veday75.org](http://www.veday75.org)



# Penrith Town Council

CCEG Committee 17<sup>th</sup> June 2019

## Cumbria Youth Alliance Penrith Dreamscheme

### Item number 13:

#### 1. Purpose

1.1 The Committee is asked to agree that the remaining £2500 is released from an agreed grant of £5000, resolved 22<sup>nd</sup> May 2019 min ref CCEG/18/10/a, for Cumbria Youth Alliance to continue to deliver projects in Penrith for 2019/20.

#### 2 Recommendation

2.1 That funds are released.

#### 3 Report Details

3.1 Penrith Town Council is supportive of the work of community and voluntary groups and charities operating within the Town and offer one-off community grants to such groups. Some groups provide annual events for the benefit of Penrith residents and have done so for several years. Some community and volunteer groups provide schemes of work or activities that enhance Penrith. A policy has been put in place to provide sponsorship opportunities for these groups.

3.2 The sponsorship applicant must be able to demonstrate to the council that any sponsorship provided will be of benefit to the people living within the Town and that the benefit is commensurate to the expenditure.

3.3 Sponsorship will only be provided to recognised, bona-fide, non-profit making organisations or groups. Voluntary organisations, community groups and charities may apply.

3.4 Sponsorship **cannot** be made available to individuals, nor can they be made available to business or profit-making organisations. Limited companies Churches and Schools may not apply.



3.5 Organisations can apply for Sponsorship amounts between £100 and £5000.

3.6 Penrith Town Council having received a sponsorship application from Cumbria Youth Alliance in June 2018 agreed to provide £5000 towards the delivery of Penrith Dreamscheme Projects. Under an SLA agreement it was agreed that £2500 would be released initially and £2500 paid on confirmation of matched funding. The conditions outlined in the SLA have been met for projects delivered in 2018/19, Report attached, with only £2500 funding required. The £2500 from Penrith Town Council being used to help cover capital costs towards the costs of project delivery.

3.7 Cumbria Youth Alliance would like to extend the project into 2019/20 and have requested that the remaining £2500 is released to help towards the associated cost.

#### 4. Policy Framework

4.1 The Council has five corporate priorities which are:

- Health & Wellbeing
- Economic Development
- Transport
- Growth
- Community Engagement

#### 5. Financial Implications

5.1 The annual budget for the Grant Fund for 2019/20 is £32,000.

## ITEM 13 DREAMSCHEME

### -PENRITH TOWN COUNCIL-REPORT

#### -Cumbria Youth Alliance

a) Briefly describe how your project has progressed since you received your grant:

- Initial publicity went well with an article in the Herald.
- 12 groups have signed up to Dreamscheme and 11 projects have taken place.
- 147 young people have taken part.

b) Please detail how you have spent your grant

Salary costs	£3844.24
National Insurance	£375.52
Pension	£183.95
Staff travel	£127.20
Admin	£800
Dreamscheme groups volunteering costs	£4050
Total	£9380.91

c) How has the project benefitted your community?

12 organisations have signed up. Highlights for Eden include:-

Blue Jam young people have done a proper mural to overpaint graffiti on a community youth facility;

AAA (All About Autism) are doing filmmaking eg Penrith as an Autism friendly town with a view to twinning with a town that has already done this;

At Eden Mencap (4 Eden), Dreamscheme has paid for new overalls to assist the community gardening programme and paint to paint alleyways off Middlegate;

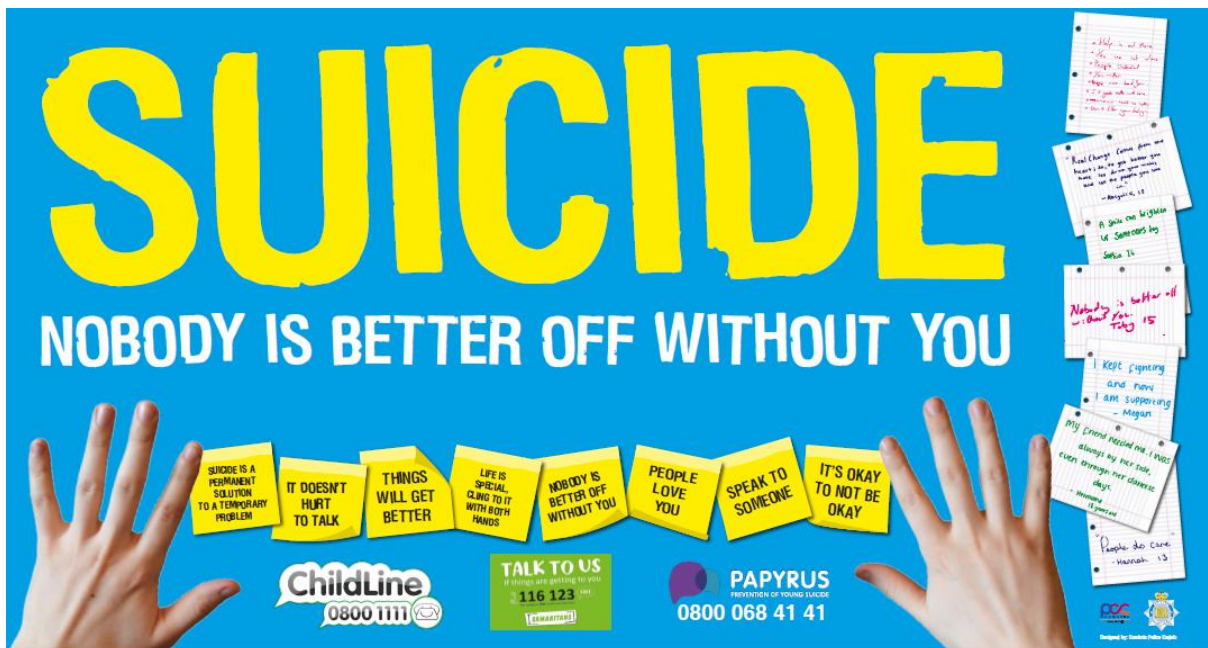
Eden Police Cadets, Dreamscheme has put money towards funding of banners as part of an anti-suicide campaign featuring helpline numbers to ring;

CHOFHS did a present wrapping coffee morning for local people in Brough at Xmas;

Newton Rigg young people have done four projects, the first of which is to go into elderly care homes offering free hair dos and other complimentary/health and beauty therapies etc; other projects included helping 'fix the fells' in Eden with footpath and ditch clearing, delivering Christmas cards in Penrith.



North Lakes School's Orchestra of Variety using the youth portacabin being painted by Blue Jam



Police cadets in Penrith have designed banners for an anti-suicide campaign