



# Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR

Tel: 01768 899 773 Email: [office@penrithtowncouncil.gov.uk](mailto:office@penrithtowncouncil.gov.uk)

**DATE: 3 December 2024**

**NOTICE IS HEREBY GIVEN** that an **ORDINARY MEETING** of **THE COMMUNITIES COMMITTEE** will be held on **9 December 2024, at 5.15pm** and you are hereby **SUMMONED** to attend to transact the business as specified in the agenda and reports hereunder.

The meeting will be held at **Penrith Town Council Office, Unit 1, Board Room, Church House, Friargate, Penrith.**

To assist in the speedy and efficient dispatch of business', Members should read the agenda and reports in advance of the meeting. Members wishing to obtain factual information on items included on the Agenda are asked to enquire of the relevant officer **PRIOR** to 9.00am on the day of the meeting.

Members are asked to indicate if they wish to speak on an item **PRIOR** to the meeting (by 1.00pm on the day of the meeting at the latest) by emailing [office@penrithtowncouncil.gov.uk](mailto:office@penrithtowncouncil.gov.uk)

## COMMITTEE MEMBERSHIP

Cllr Bowen  
Cllr Jackson  
Cllr B. Jayson

Pategill Ward  
North Ward  
West Ward

Cllr Knaggs  
Cllr Smith  
Cllr Snell

East Ward  
South Ward  
West Ward

Mrs V. Tunnadine, Town Clerk, PSLCC

## **Public Participation**

Members of the public are welcome to attend. Details about how to comment on an agenda item are available on the Town Council Website.

## **Filming**

**Please note that this meeting may be filmed for live or subsequent broadcast via the internet or social media.**

**Please be advised that the Town Council does not record or live stream meetings.**

Penrith Town Council fully supports the principle of openness and transparency and has no objection to filming and reporting at its Full Council, and Committee meetings that are open to the public. It also welcomes the use of social networking websites, such as X and Facebook, to communicate with people about what is happening, as it happens. Filming will only commence at the beginning of a meeting when the Chair opens the meeting with apologies and will finish when the meeting is closed or when the public may be excluded from an exempt item. The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded.

## **General Power of Competence**

The Town Council resolved from 15 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

# **AGENDA FOR THE MEETING OF COMMUNITIES COMMITTEE MONDAY 9 DECEMBER 2024**

## **PART I**

### **1. Apologies For Absence**

Receive apologies from Members.

### **2. Minutes**

Authorise the Chair to sign, as a correct record, the minutes of the meeting of the Communities Committee held on Monday 14 October 2024 and agree they be signed as such by the Chair.

### **3. Declarations of Interest and Requests for Dispensations**

Receive declarations by Members of interests in respect of items on this agenda and apply for a dispensation to remain, speak and/or vote during consideration of that item.

#### **ADVICE NOTE:**

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests. If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Monitoring Officer at least 24 hours in advance of the meeting

### **4. Public Participation**

Receive any questions or representations which have been received from members of the public. A period of up to 15 minutes for members of the public to ask questions or submit comments.

#### **ADVICE NOTE:**

Members of the public may make representations, ask questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. It is helpful if a member of the public who wishes to speak at a meeting makes a request to speak in writing to the Town Clerk **PRIOR** to the meeting. A member of the public can speak for up to three minutes. A question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given. Where the Council is unable to provide a response to the question at the meeting, they will do so in writing within seven days and the response will be attached to the minutes as an appendix.

## **5. EXCLUDED ITEM: Public Bodies (Admissions To Meetings) Act 1960**

Determine whether any items should be considered without the presence of the press and public, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960, as publicity relating to that (any of those) matter/s may be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for the other special reasons noted in relation to that matter on the agenda.

## **6. Resolutions Report**

Receive and note the written report.

## **7. Communications Report**

Receive and note the written report.

## **8. Climate Strategy Report**

Receive and note the written report.

## **9. Communities Committee Workplan Report**

Receive and note the written report.

## **10. Eden District Talking Newspaper Association**

Consider the report and the recommendations contained within.

## **11. Cold Springs Nature Reserve Projects**

Consider the report and the recommendations contained within.

## **12. Small Event Donation**

Consider the report and the recommendations contained within.

## **13. Change to Communities Committee Meeting Schedule**

Note the change of date to the agreed Communities Committee Schedule with the meeting on Monday 14 April 2025 at 5.15pm to be changed to Monday 31 March 2025 at 5:15pm.

## **14. Next Meeting**

Note that the next meeting is scheduled for Monday 10 February 2025 at 5.15pm at the Penrith Town Council Office, Unit 1, the Board Room, Church House, Friargate, Penrith.

## **PART II PRIVATE SECTION**

There are no further items in this part of the Agenda.

### **FOR THE INFORMATION OF ALL MEMBERS OF THE COMMUNITIES COMMITTEE AND FOR ATTENTION TO ALL REMAINING MEMBERS OF THE TOWN COUNCIL**

#### **Access to Information**

Copies of the agenda are available for members of the public to inspect prior to the meeting. Agenda and Part I reports are available on the Town Council website

#### **Background Papers**

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made to the Town Clerk address overleaf between the hours of 9.00 am and 3.00 pm, Monday to Wednesday via [office@penrithtowncouncil.gov.uk](mailto:office@penrithtowncouncil.gov.uk)



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## **DRAFT MINUTES OF THE ORDINARY MEETING OF THE COMMUNITIES COMMITTEE.**

Held on 14 October 2024, at 5.15pm at Penrith Town Council Office, Unit 1,  
Board Room, Church House, Friargate, Penrith.

### **PRESENT**

Cllr Bowen

Pategill Ward

Cllr Smith

South Ward

Cllr Jackson

North Ward

Cllr Snell

West Ward

Cllr B. Jayson

West Ward

Community Services Officer  
Economic Development Officer  
Deputy Town Clerk

### **General Power of Competence**

The Town Council resolved from 15 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence

**DRAFT MINUTES FOR THE ORDINARY MEETING  
OF  
THE COMMUNITIES COMMITTEE  
MONDAY 14 OCTOBER 2024**

**CC24/15 Apologies**

Members received apologies for absence from Cllr. Knaggs.

**CC24/16 Minutes**

Members were asked to authorise the Chair to sign, as a correct record, the minutes of Communities Committee held on Monday 10 June 2024 and agree they be signed as such by the Chair.

Cllr. B. Jayson joined the meeting at 17:20.

**RESOLVED THAT:**

The minutes be approved, and the Chair be authorised to sign, as a correct record, the minutes of the meeting of the Communities Committee held on Monday 10 June 2024.

**CC24/17 Declarations of Interest and Requests for Dispensations**

Members were asked to receive declarations by Members of interests in respect of items on the agenda and apply for a dispensation to remain, speak and/or vote during consideration of that item.

There were no declarations of interest.

**CC24/18 Public Participation**

Members noted that there were no questions or representations from members of the public.

**CC24/19 Excluded Item: Public Bodies (Admissions to Meetings) Act 1960**

Members noted that there were no items that should be considered without the presence of the press and public, pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act, 1960.

**CC24/20 Resolutions Report**

Members noted the Resolutions Report.

**CC24/21 Communications Report**

Members noted the Communications Report.

**CC24/22 Work Plan Report**

Members noted the Work Plan Report.

**CC24/23 Climate Strategy Report**

Members noted the Climate Strategy Action Plan update Report.

**CC24/24 Policy Review**

Members considered the reviewed Consultations Policy and Electronic Communications Policy.

**RESOLVED THAT:**

- i. The Consultations Policy be approved with proposed amendments to Section 5 and go forward for ratification by Full Council.
- ii. The Electronic Communications Policy be approved with proposed amendments to Section 2 and go forward for ratification by Full Council.

**CC24/25 VE Day 80 – A Shared Moment of Celebration**

Members considered the report, and the recommendations contained within.

**RESOLVED THAT:**

The Council take part in the 80<sup>th</sup> Anniversary VE Day Commemoration event, to be held on the 8 May 2025, with delegated authority being given to officers to progress the event.

**CC24/26 2025/26 Budget: Process and Proposals**

Members considered the joint report of the Responsible Finance Office and Acting Town Clerk.

**RESOLVED THAT:**

- i. The current Communities Committee budget of £90,000 (excluding one off items) for the current financial year be retained.
- ii. The Communities Committee proposes to the Budget Working Group that the Medium-Term Financial Plan be increased by £5,000 to £95,000 to meet proposed budget adjustments.



- iii. Two Service Development Proposals be submitted as growth bids in the 2025/26 budget process.

### **CC24/27**

Members noted that the next meeting is scheduled for 9 December 2024 at 5.15pm at Penrith Town Council Office, Unit 1, the Board Room, Church House, Friargate, Penrith.

**FOR THE ATTENTION OF ALL MEMBERS OF  
THE COMMUNITIES COMMITTEE  
AND FOR INFORMATION TO ALL REMAINING  
MEMBERS OF THE TOWN COUNCIL**

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## Communities Committee: 9 December

## Item 6

### Resolutions Report

This report shows the progress made against resolutions from the Council's Communities Committee this municipal year.

#### STATUS KEY:

On hold - Not commenced

Completed

In progress - Started and ongoing

Reference	Activity	Status	Notes
CC24/14	Penrith Trail Initiative		Paddington unveiled in October.
CC24/25	VE Day 80 – A Shared Moment of Celebration		Officers working to progress scheme.

# COMMUNITIES COMMITTEE

**Date: 9 December 2024**

## **Public Report**

**Matter:** Communications Report

**Item no:** 07

**Author:** Community Services Officer

**Supporting Member:** Cllr Hilary Snell, Chair

## **Purpose of Report:**

To inform and update members of the Communities Committee of the Council's recent communication activities.

## **Background**

This report provides an update on the Council's communication activities since the last meeting of the Communities Committee on Monday 14 October 2024 up to Tuesday 3 December 2024. This report also includes performance data between 7 October – 14 October.

## **Headline Statistics:**

Platform	Likes / Follows	Number of Posts	Reach	Post Reactions	Post Shares	Comments
Facebook	697 (+63) / 1031 (+96)	69	56,395	473	157	46
Instagram	854 (+7)	18	3136	100	4	4
X (Formerly Twitter)	273 (+2)	10	3108	12	10	0
govDelivery	2,301 (+358)	2,758	7442	n/a	n/a	n/a
YouTube	3 (+0)	0	0	0	n/a	0
<b>Summary</b>	<b>5,159 (+526)</b>	<b>2,855</b>	<b>70,081</b>	<b>585</b>	<b>171</b>	<b>50</b>

## **Press Releases:**

### **November 2024:**

- [Thursday 14 November – New u15 session started at Eden Dodgeball Club thanks to Council grant](#)

### **October 2024:**

- [Thursday 31 October – St Andrews War Memorial improvement works complete](#)
- [Thursday 31 October – New Speed Indicator Device installed on Oak Road](#)
- [Wednesday 30 October – £5,000 grant to help Penrith Sparkle for Christmas!](#)
- [Tuesday 22 October – Facility improvements at Castletown Community Centre thanks to Councils and Lottery support](#)

All Penrith Town Council press releases can be found on the Penrith Town Council website:

<https://www.penrithtowncouncil.gov.uk/information/press-releases/>

## **Newsletters:**

- [Latest News: November 2024](#)
- [Latest News: October 2024](#)

All editions of Penrith Town Council News can be found on the Penrith Town Council website:

<https://www.penrithtowncouncil.gov.uk/information/newsletter/>

Each edition is also read aloud through an arrangement with the Eden District Talking Newspaper Association. All recordings can also be found on the Penrith Town Council website through the link above.

## **Events & Activities:**

Penrith Town Council distributes a bi-weekly round-up of events and activities in and around Penrith. The e-newsletter supports the Penrith Arts and Culture website and allows community groups, sports clubs and others to feed their events and activities through the newsletter. Links to the e-newsletters sent out since 14 October are listed below:

- [Events & Activities: Penrith Christmas Sparkle 2024](#)
- [Events & Activities: 1 November 2024](#)
- [Events & Activities: 18 October 2024](#)

## **Appendix**

Appendix A – Communications Report: Highlights

Appendix B – Press Release: New u15 session started at Eden Dodgeball Club thanks to Council grant

Appendix C – Penrith Town Council Autumn advert in the Cumberland & Westmorland Herald

## Appendix A - Communications Report: Highlights

Date	Platform	Content	Reach	Reactions	Shares	Comments
9 October	Facebook	Penrith Neighbourhood Development Plan Referendum date announcement	1,772	5	5	0
10 October	Facebook	Paddington Unveiling Image with Doug, Darren and Virginia	13,643	83	44	10
10 October	Facebook	Paddington Unveiling Video	6120	125	12	10
15 October	Facebook	Chamber of Trade's Stars of Business Awards – Council sponsoring the Volunteer of the Year Award	1083	7	2	1
18 October	Facebook	Events and Activities: 18 October	926	8	4	1
25 October	Facebook	Wetheriggs United Grant visit	859	9	2	2
29 October	Facebook	Announcement of Penrith Neighbourhood Development Plan drop-in sessions	927	3	8	
31 October	Facebook	Latest News: October – specifically highlighting the work undertaken to the St Andrews War Memorial	1277	8	3	1
1 November	Facebook	Events & Activities: 1 November	972	1	2	
3 November	Facebook	Cllr Scott Jackson with the Oak Road Speed Indicator Device	806	8	2	1
5 November	Facebook	Remembrance Day arrangements	2011	4	10	
9 November	Facebook	Remembrance Day arrangements	1279	6	7	
11 November	Facebook	Remembrance Day Message	948	10	3	

13 November	Facebook	Post letting residents know about Paddy McGuinness making his way through Penrith on his way from Wrexham to Glasgow on a children's Chopper bike - as part of his Ultra Endurance Cycle Challenge for Children in Need.	4848	25	20	5
13 November	Instagram	Video of Paddy McGuinness making his way through Penrith	871	46	3	
13 November	Facebook	Video of Paddy McGuinness making his way through Penrith	2972	40	10	1
13 November	X	Video of Paddy McGuinness making his way through Penrith	2451	7	1	
16 November	Facebook	Penrith Christmas Sparkle Promotion	820	4	1	
28 November	Facebook	Penrith Neighbourhood Development Plan Referendum result announcement	956	8	5	1

## **Appendix B – Press Release: New u15 session started at Eden Dodgeball Club thanks to Council grant**

### **FOR IMMEDIATE RELEASE**

#### **New u15 session started at Eden Dodgeball Club thanks to Council grant**

Penrith Town Council has awarded a grant of £575 to Eden Dodgeball Club to establish a new under 15's dodgeball session for children aged 13-15 in Penrith.

Started in September 2024 and taking place each Friday, the new under 15's dodgeball session has attracted around 20 young people each week - engaging them with a unique, fun and active activity each week.

The Council grant has supported the club in purchasing essential equipment, helping with the costs of venue hire and ensuring trained coaches are available to deliver high-quality, engaging dodgeball sessions Penrith's young people.

#### **On Friday 8 November 2024, Cllr. Doug Lawson, Penrith Town Council Chair and Penrith Mayor visited a session held by Eden Dodgeball Club at Queen Elizabeth Grammar School (QEGS) and said:**

*"Thank you to Ben from Eden Dodgeball Club for allowing us to come and visit a session at QEGS and see first hand the enjoyment the young people get from these fantastic dodgeball sessions!"*

*"It's exciting to see a local club dedicated to growing their youth programs, and I am proud to see the Council being able to make that happen through the award of this grant."*

#### **Ben Hoyle, Chairperson and Coach at Eden Dodgeball Club said:**

*"The grant provides a fantastic boost for our club – as it allows us to introduce dodgeball to even more young people, giving them a fun and active outlet in a supportive environment."*

*"We've seen firsthand how dodgeball helps develop skills like teamwork, communication, and self-confidence, and we're excited to see how this new under 15's session will grow."*

*Eden Dodgeball Club runs 3 sessions each week in the gym at QEGS with under 11's from 5-6pm and under 13's/15's from 6-7pm on a Friday evening. The club also has an adult session that runs from 7-8pm on alternate Wednesday & Thursday evenings at the same venue. If you're interested in attending or finding out more, please contact Ben by email at: [edendodgeball@gmail.com](mailto:edendodgeball@gmail.com)*





## Paddington unveiled in Penrith!

A BEAR-Y special visitor has come to Penrith this month - with Penrith taking part in the national Paddington Visits Bench Trail!

The Paddington Visits Bench Trail celebrates the forthcoming release of Paddington in Peru with Paddington Bear statues being dotted on benches in towns and cities across the UK and Ireland for residents and visitors to sit next to and take a picture with!

An exciting unveiling took place earlier this month in Little Dockray - where pupils from

Stainton School were delighted to take part in the official launch of the national Paddington Visits Bench Trail.

Back in June, the Council’s Communities Committee agreed to partner with the Penrith BID and Westmorland & Furness Council to help fund bringing the bear to Penrith, whilst also offering one of the Council benches for the Paddington statue to sit on.

Hilary Snell, Chair of the Communities Committee said: “I am so pleased that the Council

has been able to get Penrith involved in this fun national initiative - giving residents and tourists alike another reason to visit the town centre to see Paddington himself!

“Given Penrith’s close proximity to Dalemain, famous for its Marmalade festival, it seemed apt that we would support the idea of bringing Paddington to Penrith - and in doing so - making it the only place in Cumbria to get involved!”

“So, why not make a visit to Little Dockray and take a picture with Penrith’s newest visitor?”

## Get Council updates direct to your mailbox

- Latest News
- Council Meetings
- Events & Activities
- Climate Change & Green Spaces

Sign up by scanning the QR Code or by using the link: <https://www.penrithtowncouncil.gov.uk/communication/email-updates>



## Council supports Penrith’s Signature Events

THE Council has committed £5,000 to Eden Arts and £5,000 to the Penrith Business Improvement District (BID) through its Signature Grants Scheme to support the annual Winter Droving and Penrith Sparkle in Penrith.

The Council is pleased to support Eden Arts and the BID to deliver two of Penrith’s signature events which bring the community together and attract visitors from Penrith, across Cumbria and further beyond!

The Winter Droving is taking place on Saturday 26 October and is one of Penrith’s most anticipated cultural events of the year – with a unique celebration of rural traditions featuring masked performers, street entertainment and a torchlit procession.

Meanwhile, Penrith Sparkle is taking place on Saturday 16 November and marks the beginning of the festive season, drawing crowds to the town centre for family friendly entertainment with local live music acts, hot food & drink stalls, roaming performers, Santa and a festive tractor parade! The event then



culminates with the switching on of the Christmas lights in Penrith.

Doug Lawson, Chair of Penrith Town Council and Mayor of Penrith said: “I am delighted that the Council has contributed to these vital community events which help keep Penrith’s town centre thriving during the winter months.

“Penrith Sparkle is a long-held tradition in Penrith and brings members of the local community together to experience a day of activities, retail opportunities, musical entertainment and traditional festive fun!

“The Winter Droving is a fantastic day of culture and is recognised nationally, attracting many visitors to the town from near and far,

benefitting the local economy.”

“So, I hope everyone who attends these two events enjoys their time!

Whilst these two events were funded from the Council’s Signature Grants fund, there is still grant funding available to support local community organisations, charities, Social Enterprises and Community Interest Companies to deliver services, projects and events for the benefit of the people of Penrith.

If your organisation has a project you would like us to support over the course of 2024 and into 2025, please call 01768 899 773, email: [office@penrithtowncouncil.gov.uk](mailto:office@penrithtowncouncil.gov.uk) or visit: <https://www.penrithtowncouncil.gov.uk/council-finance/grants/>

## Penrith Town Councillors:

HERE is a reminder of your Penrith Town Councillors and the different wards they represent:

**Penrith South: Cllr. R Burgin, Cllr. D Smith**

**Penrith West: Cllr. B Jayson, Cllr. H Snell, Cllr. S Davies**

**Penrith North: Cllr. P Donald, Cllr. S Jackson, Cllr. R Kenyon**

**Penrith Patagilli: Cllr. V Bowen**

**Penrith East: Cllr. M Rudhall, Cllr. C Shepherd, Cllr. D Knaggs**

**Penrith Carleton: Cllr. D Holden, Cllr. D Lawson**



■ Contact the councillor for your area using the information included in the link below: <https://www.penrithtowncouncil.gov.uk/your-council/councillors/>

# COMMUNITIES COMMITTEE

**Date:** 9 December 2024

**Public Report**

**Matter:** Climate Strategy update

**Item no:** 08

**Author:** Community Services Officer

**Supporting Member:** Cllr Snell, Chair

**Purpose of Report:**

To inform and update members of the Communities Committee of the progress on the Council's Climate Strategy Action Plan.

**Background**

This report provides an update on the progress on the Council's Climate Strategy Action Plan.

## Penrith Town Council Climate Strategy Action Plan April 2024 – March 2025

### STATUS KEY:

**On hold - Not commenced**

**In progress - Started and ongoing**

**Completed**

Strategic Objective: Achieve carbon neutrality for Penrith Town Council					
Plan Ref	Project	Timescale	Budget	Partners	Progress
1.1	Commission a Carbon Audit of Penrith Town Council	October 2024	£1,400	-	Green Small Business has presented the Council with its carbon footprint, including Scope 1, 2 & 3. Data has been circulated to councillors - with the website to be updated.
1.2	Provide climate literacy training for all Councillors and Officers	February 2025	£850	CALC / CAFS	Email to Councillors who have not attended previous training, informing of future courses provided by CAFS (18/04/24). PTC officers to identify which councillors who have not attended and encourage them to take part in training.
1.3	Work to reduce consumption of paper and other resources.	April 2025	Nil	-	Internal email to all staff asking them to give consideration to use of resources, printing, recycling, digital. (18/04/24). CSO is monitoring monthly paper usage – with data to be circulated to



					councillors in April 2025 to demonstrate usage across the year.
1.4	Lobby the Cumbria Pension Fund to divest its Fossil Fuel Holdings.	June 2024	Nil	PACT	Communities Committee approved a letter to send to Westmorland & Furness Council regarding divestment from fossil fuels (10/06/24). Letter sent to Doug Rathbone, Chair of the Pensions Committee (28/06/24). Response received (04/07/24).
<b>Strategic Objective: Engage the community on climate actions</b>					
2.1	Produce a quarterly newsletter themed on climate related issues. (May, Aug, Nov, Feb) Themes to include: Energy Saving Tips, Community Groups & Green Spaces, Carbon Footprint and Transport.	Quarterly	£500	-	The next edition of the Climate Newsletter will be sent out in December. Councillors have been requested to input with editorial.
2.2	Identify, promote and make available educational material and training opportunities for use by communities – catalogue existing resources.	February 2025	Nil	-	Page to be set up on the Penrith Town Council website – signposting to partner organisations such as CAFS and PACT. Page to go live in February 2025.
2.3	Identify the feasibility of a Climate Change Hub in Penrith and undertake consultation.	February 2025	Nil	-	Councillor Doug Lawson, as Chair of the Council's Climate & Environment Task & Finish Group to identify potential options for a Climate Change Hub and bring back to the Climate & Environment Task & Finish Group for discussion.

<b>Strategic Objective: Conserve and enhance local biodiversity</b>					
3.1	Ensure the protection of green spaces and natural habitats in the possession of Penrith Town Council and as set out in the Neighbourhood Plan	November 2024	Nil	-	A majority YES vote for the Penrith Neighbourhood Development Plan during the referendum on 28 November 2024.
3.3	Have the Council adopt a Biodiversity Policy and Action Plan at a meeting of Full Council.	February 2025	Nil	-	Council's Climate & Environment Task and Finish Group to work to bring a Biodiversity Policy and Action Plan for Communities Committee to consider.

Strategic Objective: Promote low emission transportation options						
Plan Ref	Project	Timescale	Budget	Partners	Impact	
4.2	Lobby for incentives for the use of electric vehicles.  Work in partnership with organisations and write to central government to lobby for incentives.  Work in partnership with appropriate organisations to investigate the increase of electric vehicle charging infrastructure.	April 2025	Nil	W&F / industry	Work underway as part of the Climate & Environment Strategy Task & Finish Group – with Councillor Daniel Jayson writing a brief discussion paper to bring back to the group.	
4.3	Develop a policy and action plan for supporting sustainable and community transport schemes.	February 2025	Nil	Transport Providers	Work underway as part of the Climate & Environment Strategy Task & Finish Group with CSO and SCM to bring back a draft policy for review to the next meeting of the group.	
Strategic Objective: Increase the number of green projects in Penrith						
5.1	Promote the Council's Grant Fund for green and climate projects	April 2025	Nil	-	Grant Scheme scoring system prioritises a project's Climate priorities.  Social media promoting grant scheme.  Grant given to Penrith Rugby Club for solar panel project - £3,000.	

5.3	Promote and develop new Penrith Town Council green projects.		-	-	CSO has brought a report to the December meeting of Communities Committee regarding an opportunity to support two projects at Cold Springs Nature Reserve.
	Identify and promote walking routes around Penrith.	March 2025	£1,500		Penrith Way / Walks work ongoing. Councillors invited to audit walks.
	Invite ideas for and develop green projects.	March 2025	Nil*		-
5.4	Conduct a climate vulnerability assessment to identify at-risk areas	April 2025	-	-	Councillor Doug Lawson, as Chair of the Council's Climate & Environment Task & Finish Group to look into.
*Projects and ideas presented may require budget. All new projects to be agreed by Committee or Council					

# COMMUNITIES COMMITTEE

**Date:** 9 December 2024

## **Public Report**

**Matter:** Communities Committee Workplan Report

**Item no:** 09

**Author:** Community Services Officer

**Supporting Member:** Cllr Snell, Chair

## **Purpose of Report:**

To inform and update members on the progress of the Communities Committee Work Plan.

## **Background**

This report provides an update on the progress of various areas of work related to budgets associated with the Communities Committee.



Corporate Communications			Budget: £15,000	Budget Spent: £8,560
Activity	Officer	Details / Targets	Progress	
Penrith Town Council Newsletter	CSO	<ul style="list-style-type: none"> <li>Monthly e-newsletter detailing the work of the Council in the month prior.</li> <li>Ensure Council decisions are effectively communicated to the public.</li> <li>To give the public greater awareness of the work of the council.</li> </ul>	<b>Penrith Town Council News:</b> <ul style="list-style-type: none"> <li><a href="#">Latest News: November 2024</a></li> <li><a href="#">Latest News: October 2024</a></li> </ul> <p>All editions of Penrith Town Council News can be found on the Council website:  <a href="https://www.penrithtowncouncil.gov.uk/information/newsletter/">https://www.penrithtowncouncil.gov.uk/information/newsletter/</a></p>	
Social Media	CSO	<ul style="list-style-type: none"> <li>Manage Penrith Town Council's social media channels effectively, ensuring regular content and increased social media followers and signups for the Council's govDelivery account.</li> <li>Start to diversify content to cater to a more video focussed audience.</li> </ul>	<p>Regular content produced via social media (2,855 total posts since 14 October 2024).</p> <p>Since 14 October 2024, the Council's total number of likes / follows on all social media platforms (including govDelivery) has increased by 526 to 5,159.</p>	
Consultations	CSO	<ul style="list-style-type: none"> <li>Create surveys on an ad hoc basis.</li> <li>Provide support to colleagues in setting up surveys.</li> <li>Create surveys to engage with the public.</li> </ul>	<b>Consultations</b> <p>Since Monday 14 October 2024, Penrith Town Council has not undertaken any public consultations.</p> <p>A renewed Consultations Policy was agreed by the Communities Committee (14/10/2024) and is being taken to Council for ratification on Monday 27 January 2025.</p>	

Press Releases	CSO	<ul style="list-style-type: none"> <li>Produce and disseminate press releases to increase exposure of Council news in the press.</li> </ul>	<p><b>Press Releases:</b></p> <ul style="list-style-type: none"> <li><a href="#">Thursday 14 November – New u15 session started at Eden Dodgeball Club thanks to Council grant</a></li> <li><a href="#">Thursday 31 October – St Andrews War Memorial improvement works complete</a></li> <li><a href="#">Thursday 31 October – New Speed Indicator Device installed on Oak Road</a></li> <li><a href="#">Wednesday 30 October – £5,000 grant to help Penrith Sparkle for Christmas!</a></li> <li><a href="#">Tuesday 22 October – Facility improvements at Castletown Community Centre thanks to Councils and Lottery support</a></li> </ul> <p>All Penrith Town Council press releases can be found on the Council website: <a href="https://www.penrithtowncouncil.gov.uk/information/press-releases/">https://www.penrithtowncouncil.gov.uk/information/press-releases/</a></p>
Graphic Design	CSO	<ul style="list-style-type: none"> <li>Create branded graphics and edit videos on an ad hoc basis using Canva.</li> <li>Create professional branded content which reinforces PTC's identity.</li> </ul>	<p>CSO using Canva to create graphics and videos.</p>
Cumberland & Westmorland Herald	CSO	<ul style="list-style-type: none"> <li>Communities Committee agreed a quarterly update in the Cumberland &amp; Westmorland Herald.</li> </ul>	<p>Autumn advert included in the Friday 25 October 2024 edition of the CW Herald.</p> <p>Winter advert to be included in a December edition of the CW Herald.</p>

Eden Local	CSO	<ul style="list-style-type: none"> <li>Communities Committee agreed a quarterly update in the Eden Local.</li> </ul>	<p>Autumn advert included in the September edition of the Eden Local.</p> <p>Winter advert included in the December edition of the Eden Local.</p>
Eden District Talking Newspaper Association	CSO	<ul style="list-style-type: none"> <li>Communities Committee agreed a quarterly update in the Eden Local.</li> </ul>	<p>The Council work in partnership with the Eden District Talking Newspaper Association to distribute recordings of Penrith Town Council News to visually impaired locals each month.</p> <p>Recordings can be accessed below:</p> <ul style="list-style-type: none"> <li><a href="#">Latest News: October 2024</a></li> <li><a href="#">Latest News: September 2024</a></li> </ul>
Council meeting update	CSO	<ul style="list-style-type: none"> <li>An ad-hoc e-newsletter notifying subscribers of a meeting agenda / minutes being published.</li> <li>Ensure Council decisions are effectively communicated to the public.</li> <li>Give the public greater awareness of the work of the council.</li> </ul>	<p>The Council will begin sending updates via govDelivery when agendas and minutes of its meetings have been published.</p>

<b>Grants</b>			<b>Budget: £30,000 &amp; £10,000</b>	<b>Budget Committed or Spent: £23,154 &amp; £10,000</b>
<b>Activity</b>	<b>PTC Colleague</b>	<b>Targets</b>	<b>Progress</b>	
Grants	SCM CSO RFO EDO	<ul style="list-style-type: none"> <li>Support the grant application process to ensure PTC grant budget is used.</li> <li>Promote grants schemes to community groups.</li> <li>Provide support during application process and seek feedback from applicants.</li> <li>Apply for grants and attend funding fairs to assist the Council to deliver its priorities.</li> </ul>	<p>The Council has seen increased interest in its Community Grants scheme this year, resulting in the original budget of £20,000 being increased to £30,000, following virements from the Signature Grants budget.</p> <p>Grants awarded during 2024/25 (totalling £23,154):</p> <ul style="list-style-type: none"> <li>Meals on Wheels Cumbria, £2,500, Starting a new service in Penrith</li> <li>Penrith Rugby Club, £3,000* (subject to VAT claim*), Installation of Solar Panels</li> <li>Penrith BID, £3,099, Town Centre Greening Project</li> <li>Eden Dodgeball Club, £575, New Under 15 years Dodgeball Group</li> <li>BlueJam Arts, £3,480, Family painting sessions, 1yr Project</li> <li>Wetheriggs Utd FC, £2,000, Clubhouse Furniture</li> <li>Carleton Park Group, £5,000, Multi Use Games Area at Carleton Park</li> <li>Penrith Cricket Club, £1,000, Refurbished toilets and disabled ramp</li> <li>Euphoric Circus, £2,500, Programme of activity sessions for young people delivered in Penrith</li> </ul> <p>The Council is still expecting further projects from community groups to come forward for funding during the 2024/25 financial year.</p> <p>Signature Grants awarded during 2024/25 (totalling £10,000):</p> <ul style="list-style-type: none"> <li>Penrith BID, £5,000, Penrith Christmas Sparkle</li> <li>Eden Arts, £5,000, Winter Driving</li> </ul>	

Town Projects			Budget: £30,000	Budget Spent: £13,323
Activity	PTC Colleague	Targets	Progress	
May Day 2025	SCM CSO EDO RFO DTC	<ul style="list-style-type: none"> <li>➤ Deliver a successful May Day Carnival 2025 event.</li> <li>➤ Confirm relevant consents and assist with the preparation of an Event Plan and risk assessments necessary for the delivery of the May Day event in 2025.</li> </ul>	<p>The Council is currently developing a programme of entertainment for the 2025 May Day Carnival through the Penrith Arts &amp; Culture Group lead by DTC &amp; EDO.</p> <p>A Safety Advisory Group (SAG) is to be convened to discuss the relevant documentation required by Westmorland &amp; Furness Council to progress the event.</p> <p>CSO &amp; SCM drafting an event plan.</p>	
Bunting	SCM CSO	<ul style="list-style-type: none"> <li>• Assist with the installation and take down of the bunting annually- liaising with community groups and the contractor.</li> <li>• Develop a bunting scheme with the Penrith Lions and Community Caretaker.</li> <li>• Have all of the permissions and H&amp;S requirements in place to install the bunting.</li> <li>• Arrange take down of bunting.</li> </ul>	<p>Outline arrangements in place for installation of bunting in April 2025.</p> <p>CSO &amp; SCM to progress the scheme with the support of the Community Contractor and Penrith Lions Club.</p> <p>CSO &amp; SCM to apply for permit to erect bunting with Westmorland &amp; Furness Council.</p>	
Penrith Trail Scheme	EDO SCM DTC	<ul style="list-style-type: none"> <li>• Maximise the impact of the national scheme in Penrith</li> </ul>	Paddington unveiled in October.	
Cornmarket Bandstand Street Trading License	EDO CSO SCM	<ul style="list-style-type: none"> <li>• Obtain a street trading license for the Cornmarket Bandstand</li> <li>• Enable young entrepreneurs</li> </ul>	<p>The Council has applied for a Street Trading Licence for the Cornmarket Bandstand to Westmorland &amp; Furness Council. License has been approved – and is due to start April 2025 to begin at the start of the Spring / Summer period to maximise effectiveness of the License.</p>	

Arts & Culture Development				Budget: £10,000	Budget Spent: £4,135
Activity	PTC Colleague	Targets	Progress		
Penrith Arts & Culture Group	EDO DTC	<ul style="list-style-type: none"> <li>Produce a programme of events for the 2025 May Day event.</li> <li>Identify projects and activities which can be facilitated by the Council..</li> </ul>	<p>The Council, through the Penrith Arts &amp; Culture Group facilitated two projects across Summer 2024:</p> <ul style="list-style-type: none"> <li>Sounds Around Town – Penrith Town Council, working with Plug &amp; Play, Eden Valley Artistic Network and the Penrith Arts &amp; Culture group, has funded and arranged for bands / artists to play around Penrith on Saturdays across the Summer.</li> <li>Wild Play Day at Thacka Beck Field – facilitated through Stomping Ground – the event attracted over 140 young people to attend the event - nearly twice as many as the same event the year prior.</li> </ul> <p>Penrith Arts &amp; Culture Group currently working to produce a programme of events for the 2025 May Day event.</p>		
Events & Activities e-Newsletter	CSO	<ul style="list-style-type: none"> <li>Produce a bi-weekly e-newsletter rounding up events and activities in and around Penrith and compliment the Penrith Arts &amp; Culture website</li> <li>To give the public greater awareness of events and activities in Penrith</li> </ul>	<p><b>Events &amp; Activities:</b></p> <p>Penrith Town Council distributes a bi-weekly round-up of events and activities in and around Penrith. The e-newsletter supports the Penrith Arts and Culture website and allows community groups, sports clubs and others to feed their events and activities through the newsletter. Links to the e-newsletters sent out since 14 October 2024 are listed below:</p> <ul style="list-style-type: none"> <li><a href="#">Events &amp; Activities: Penrith Christmas Sparkle 2024</a></li> <li><a href="#">Events &amp; Activities: 1 November 2024</a></li> <li><a href="#">Events &amp; Activities: 18 October 2024</a></li> </ul>		
Penrith Arts & Culture website	CSO	<ul style="list-style-type: none"> <li>To give the public greater awareness of events and activities in Penrith</li> </ul>	Website regularly updated with up-to-date events of the partners involved with the Penrith Arts & Culture Group. Also open to other groups to promote their events / activities.		

Climate Change				Budget: £15,000	Budget Spent: £1,459 (As of 31 August 2024)
Activity	PTC Colleague	Targets	Progress		
Climate Strategy	CSO SCM	<ul style="list-style-type: none"> <li>Deliver the 2024/25 Climate Strategy Action Plan</li> <li>Update the action plan on a yearly basis in collaboration with the Council's Climate &amp; Environment Strategy Task &amp; Finish Group</li> </ul>	<ul style="list-style-type: none"> <li>Update included in Communities Committee: 9 December 2024.</li> <li>Climate &amp; Environment Strategy Task &amp; Finish Group convened to update the Climate &amp; Environment Strategy action plan.</li> </ul>		
Climate & Environment Strategy Task and finish group	CSO SCM	<ul style="list-style-type: none"> <li>Monitor and review the Climate &amp; Environment Strategy Action Plan</li> </ul>	Task & Finish Group to look at: <ul style="list-style-type: none"> <li>Climate &amp; Environment Strategy action plan 2025/26</li> <li>Biodiversity Policy and Action Plan</li> <li>Community Transport Policy</li> <li>Electric Vehicle Charging site Briefing paper</li> </ul>		
Green Projects	CSO SCM	<ul style="list-style-type: none"> <li>Invite ideas for and develop green projects</li> </ul>	<ul style="list-style-type: none"> <li>The Council has approached Cumbria Wildlife Trust to identify whether there are any relevant projects the Council could support. Wildlife Garden &amp; Pond Platforms identified as suitable projects – a proposal to be brought to the December 2024 meeting of Communities Committee.</li> <li>The Council is actively involved in the Eden River's Trust's Access to Eden project – and has helped fund the Community Tree Nursery in Penrith through the Communities Committee.</li> <li>Walks around Penrith leaflet work ongoing. Councillors invited to audit walks.</li> </ul>		

# COMMUNITIES COMMITTEE

**Date: 9 December 2024**

## **Public Report**

**Matter:** Eden District Talking Newspaper Association

**Item no:** 10

**Author:** Community Services Officer

**Supporting Member:** Chair of Communities Committee

### **Purpose of Report:**

Consider the proposal to continue to have the Eden District Talking Newspaper Association include Penrith Town Council News in their recordings.

### **Recommendations:**

To agree the following recommendations:

- i. Penrith Town Council continue to provide the Eden District Talking Newspaper Association with a monthly copy of Penrith Town Council News to include in their recordings.

### **Law and Legal Implications**

The Town Council resolved from 15 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

### **1. Report Details**

- 1.1. The Council are continually seeking to maintain and increase the community's access to information and improve transparency and accountability.
- 1.2. The Council's primary means of corporate communication with the public is the monthly newsletter: "Penrith Town Council News", a round-up of the latest developments and news at the Council.
- 1.3. The newsletter is distributed through a number of digital and printed channels, including through recordings in an arrangement with the Eden District Talking Newspaper Association (EDTNA).
- 1.4. Communities Committee agreed (Minute reference: CC23/37) to partner with the EDTNA back in December 2023, however wanted to review the arrangement after a year.
- 1.5. The EDTNA records and distributes readings of items of interest from the Cumberland and Westmorland Herald to visually impaired locals each week.
- 1.6. Anyone in the Eden area who is registered blind or visually impaired may receive the recordings free of charge. They also loan the equipment to play back the recording.
- 1.7. Recordings of the news are placed onto memory sticks and are then split into 10 sub-folders ("channels") which include "Main News", "Births, Deaths and



Marriages”, “Farming and Countryside”, “People” and through this arrangement “Penrith Town Council News”.

- 1.8. The total number of recipients is circa 60, with a majority of recipients living in Penrith.
- 1.9. It is still felt by the EDTNA that there is a large number of potential users who are still unaware of the free service – coupled with an increase in the population of visually impaired people in Cumbria point toward a potential increase in the number of recipients of the service in the near future.
- 1.10. Advertising in this manner has allowed Council information to reach blind and partially sighted people in Penrith – along with the various groups making the recordings of the news themselves.
- 1.11. Feedback from service users and from the various groups making the recordings has been overwhelmingly positive – enabling the Council to reach groups of residents it never had before this arrangement – informing them of Council news.
- 1.12. Recordings are also made available through the Penrith Town Council website: <https://www.penrithtowncouncil.gov.uk/information/newsletter/>
- 1.13. It is therefore recommended that Penrith Town Council continue to provide the EDTNA with a monthly copy of Penrith Town Council News to include in their recordings.

## **2. Options Analysis Including Risk Assessment**

### **a) Risk**

Penrith Town Council does not communicate with visually impaired locals who receive these recordings.

### **Consequence**

Those individuals are disenfranchised from Penrith Town Council information.

### **b) Controls Required**

To partner with the Eden District Talking Newspaper Association.

## **3. Financial and Resource Implications**

- 3.1 Cost for including Penrith Town Council News onto circa 60 memory sticks twelve times a year: £25 per month / £300 per annum.
- 3.2 There will be a staffing implication for the Council’s staff to provide the content needed in each edition, but it is considered that the time and workload is manageable within existing resources.

## **4. Equalities Implications**

None.

## **5. Climate Change and Environmental Implications**

None.

## **Appendices**

None.

# COMMUNITIES COMMITTEE

**Date:** 09 December 2024

## **Public Report**

**Matter:** Cold Springs Nature Reserve Projects

**Item no:** 11

**Author:** Community Services Officer

**Supporting Member:** Cllr Snell, Chair of Communities Committee

### **Purpose of Report:**

Consider the proposals to support two projects at Cumbria Wildlife Trust's Cold Springs site in Penrith.

### **Recommendations:**

- i. To consider whether the Communities Committee would be minded to support two projects at the Cold Springs Nature Reserve site and if supportive, indicate the level of funding it would provide to the Cumbria Wildlife Trust to deliver the Wildlife Garden and Pond Platform.

### **Law and Legal Implications**

The Town Council resolved from 15 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

## 1. Report Details

1.1 The Council have been in correspondence with the Cumbria Wildlife Trust in relation to its development of the Cold Springs Nature Reserve, Penrith for several years.

1.2 Three fields at Cold Springs, adjacent to Beacon Edge, were gifted to Cumbria Wildlife Trust in 2022. In consultation with community groups, Cumbria Wildlife Trust are developing this previously inaccessible farmland into quality green space for the community, increasing wildlife in the area and providing a valuable amenity for Penrith. A site plan detailing developments at the site can be viewed at Appendix A.

1.3 Cumbria Wildlife Trust aim to provide people of all ages and backgrounds access to nature, improve the mental and physical wellbeing of the Penrith community and safeguard the land at Cold Springs for the future.

1.4 An opportunity has arisen for the Council to partner with the Cumbria Wildlife Trust to deliver two projects at the Cold Springs Nature Reserve site.

1.5 The Council held a Councillor Budget Workshop on the 02 October 2024 at which potential schemes of work were proposed which could be included in next years approved budget or be met from the general reserve given the level of reserve the Council currently has. It was outlined that any potential projects or schemes of work that were considered at a point of delivery in the near future could be brought forward from the budget process and instead considered by committee or council on an individual basis.

1.6 A follow-up budget workshop was held on the 21 October 2024 at which two projects identified at Cold Springs Nature Reserve were considered appropriate to be considered by the Communities Committee for support given their likelihood of delivery and community benefit. These two projects are set out below:

### **Project 1: Cold Springs Wildlife Garden**

The Cumbria Wildlife Trust aim to create a wildlife garden with sensory elements which can be enjoyed by the public but will also be used practically by Cold Springs Care Home. Design of the garden has begun - in consultation with Cold Springs Care Home and their horticulture team – with broad community support for the project. Cumbria Wildlife Trust also hope to include a group with visual impairments and an autism support group in their consultation. Their aim is to create a place to sit, relax and enjoy nature.

The garden will have accessible paths and seating, and a private access entrance directly from the care home. Cumbria Wildlife Trust would look to create raised beds so that residents of the home could be included in the gardening and ongoing care.

The garden could be used for various engagement activities, from mental health exercises to gardening workshops.

Outline cost estimates are detailed below:

<b><u>Detail</u></b>	<b><u>Cost</u></b>
Groundwork including paths and raised beds	£2,500
Native plants and trees	£1000

Consultation time	£800
Labour including installation, research and volunteer training	£1000
Gates, seating and interpretation	£1500
<b>Total</b>	<b>£6,800</b>

## **Project 2: Cold Springs Pond Platforms**

Two ponds have been created on the south side of the reserve. They are already blooming with wildlife, including two rare species of dragonfly.

Cumbria Wildlife Trust would like to build platforms next to the pond to provide safe opportunities for educational provision such as pond dipping. Two local primary schools and Ullswater Community College (UCC) are already invested in offering pond dipping to their students from this site.

The platforms will also help in ongoing surveying and water monitoring - to see the effects of our work on local biodiversity and map the site's environmental progress.

Outline cost estimates are detailed below:

<b><u>Detail</u></b>	<b><u>Cost</u></b>
Boardwalks	£4000
Seating	£1500
Signage	£1000
<b><u>Total</u></b>	<b><u>£6,500</u></b>

1.7 Project 1 & Project 2 are currently unfunded, with the Cumbria Wildlife Trust also seeking funding from external funders to deliver these projects.

1.8 It is considered that supporting either or both of these projects would align to the Council's Climate Strategy, particularly the ambition to increase the number of "green" projects in Penrith.

1.9 The Committee is being asked to consider whether it wishes to support either or both of these projects, and if supportive indicate the level of funding it would like to provide to the Cumbria Wildlife Trust to deliver these projects.

## **2. Options Analysis including risk assessment**

### **a) Risk**

Financial risk should any funds not be used for the intended purpose.

### **b) Consequence**

Funds incorrectly used.

### **c) Controls Required**

Any financial contribution made to the Cumbria Wildlife Trust would be subject to conditions relating to the proper and effective use of the contribution for the approved purpose, with conditions set out in a Service Level Agreement. Payment of any financial contribution could be scheduled to be made upon confirmation of an official works order or upon receipt of invoices.

### **3. Financial and Resource Implications**

Should members wish to support either of these projects, the Committee will need to indicate the level of funding it would like to provide.

It is suggested that any funding contribution be met from the Climate Change budget which has an approved budget of £15,000 for the current financial year. There has been expenditure of £1,459 to date, and there remains an uncommitted balance of £13,541.

### **4. Equalities Implications**

None.

### **5. Climate Change and Environmental Implications**

The projects would align to the Council's Climate Strategy – in which it states an ambition to enable more green projects in Penrith.

### **Appendices**

Appendix A – Cold Springs Nature Reserve Site Map

### **Background Documents:**

None





ENTRANCE / ACCESS POINTS

- 1 Scaws Drive via Scaws Wood
- 2 Beacon Edge Road - with new access ramp
- 3 Carleton Hill Footpath
- 4 Magnolia Drive / Lily Drive, Carleton Heights
- 5a Care Home & Farm - pedestrian, no public access
- 5b Care Home & Farm - vehicle, no public access

- Reserve Boundary
- Graded Footpath
- Informal Footpath from Scaws Drive
- Informal Meadow Footpath
- I Interpretation Point
- W Waymarking Fingerpost / Ladder Sign

- F Feature Seating
- B Standard Bench
- P Picnic Bench
- Viewpoint Structures
- Pond



# COMMUNITIES COMMITTEE

**Date: 9 December 2024**

## **Public Report**

**Matter:** Small Event Donation

**Item no:** 12

**Author:** Economic Development Officer

**Supporting Member:** Cllr Scott Jackson

### **Purpose of Report:**

Consider providing a donation of £2,000 from the Arts and Culture budget to community stakeholders for a marmalade themed event in Penrith on 26 April 2025 that aligns with the Dalemmain World Marmalade Awards.

### **Recommendations:**

- i. Agree in principle to provide a donation of £2,000 from the Arts and Culture budget to deliver a small marmalade themed event in Penrith.
- ii. That the Council supports the organisation of the event via a donation, promotion and guidance if required.

### **Law and Legal Implications**

The Town Council resolved from 15 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

## Report Details

- 1.1 Every April a Marmalade Festival is held at Dalemain, situated on the outskirts of Penrith, which is a culmination of the annual Dalemain World Marmalade Awards, a competition to find the best marmalade in the world.
- 1.2 The event began in 2005 and over the years marmalade makers, spanning generations, from Taiwan to Brazil, Norway to Northern Ireland, India to Argentina have entered the competition with many of them visiting Dalemain and the surrounding area. The winner of the competition is cobranded with and sold at Fortnum & Mason.
- 1.3 The festival has raised more than £320,000 for charity since it began and has had thousands of entries.
- 1.4 In the past, marmalade themed events such as Penrith Goes Orange have been held in the Town Centre. However, this type of event has not been held for several years.
- 1.5 Paddington Bear is the patron of the Marmalade Festival. The Town Council sponsored Paddington Bear statue situated in Little Dockray, has generated a great deal of publicity and community stakeholders have proposed a small low-key event take place in Penrith celebrating Marmalade which will link with the Dalmaine awards.
- 1.6 The Dalemain World Marmalade Awards celebrates its 20th Anniversary in 2025, and the event will take place on Saturday 26 April 2025. Having the Council sponsored Paddington statue in Penrith and the special anniversary of the marmalade awards provides an ideal opportunity for a new small event to be trialled and delivered by the community.
- 1.7 Initial conversations have been held and ideas discussed between stakeholders
- 1.8 Given the limited timescale to plan the event, it is proposed that an in-principle decision be made to demonstrate the Councils support for stakeholders to deliver a new event with delegated authority given to the Community Services Officer and the Economic Development Officer, to decide if the donation is to be awarded once the stakeholders have created an event plan.

## 2. Options Analysis including risk assessment

- a) **Risk**  
The Council do not support stakeholders develop a new event that may enhance the national and international profile of Penrith.
- b) **Consequence**  
Council reputation may be impacted.
- c) **Controls Required**  
The Council agree support stakeholders to deliver the project.



### **3. Financial and Resource Implications**

Final plans have yet not been agreed however, as this is envisaged to be a small event officers are recommending a budget of £2000. This contribution would be funded from the Arts and Culture budget.

### **4. Equalities Implications**

None

### **5. Climate Change and Environmental Implications**

None

### **Appendices**

None

### **Background Documents:**

[www.dalemain.com/about-the-festival](http://www.dalemain.com/about-the-festival)