



Penrith Town Council

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

DATE: 7 October 2026

Notice & Summons for an Extra Ordinary Full Council

Notice is hereby given that an extra ordinary meeting of Penrith Town Council will be held on Wednesday 14 October 2026, at 5.15pm and you are hereby summoned to attend to transact the business as specified in the agenda.

MEMBERS OF THE FULL COUNCIL

Cllr. Bowen, Cllr. Burgin, Cllr. Davies, Cllr. Deacon, Cllr. Dippita, Cllr. Donald, Cllr. Holden, Cllr. Jackson, Cllr. B. Jayson, Cllr. D. Jayson, Cllr. Kelley, Cllr. Kenyon, Cllr. Lawson, Cllr. Rudhall, Cllr. Shepherd

Meeting: Full Council

Date: Wednesday 14 October 2026 at 17:15 to 19:00hrs

Place: Board Room, Unit 1, 19-24 Friargate, Penrith, Cumbria, CA11 7XR

Please inform the Clerk to the meeting if you are unable to attend.

Mrs V. Tunnadine, Town Clerk

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

Please note that this meeting may be filmed for live or subsequent broadcast via the internet or social media. 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. 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 Chair has the power to control public recording and/or reporting to ensure it does not disrupt the meeting. Recording must be visible to anyone at the meeting and must not be edited and published in such a way as to impact upon the accuracy of the recording. You may not make an oral commentary during the meeting. You are asked to act reasonably, for example not to disrupt the meeting by using intrusive lighting and using flash photography. Please be mindful that members of the public may attend the meeting and may not consent to being recorded.

AGENDA

FULL COUNCIL 14 OCTOBER 2026

1. Apologies

Receive Apologies for Absence.

2. Declarations of Interest

Members to declare any interests, including disclosable pecuniary interests they may have in agenda items that accord with the requirements of the Council's Code of Conduct and to consider any prior requests from members for dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations).

3. Public Participation

Receive questions or representations from members of the public. A period of up to 15 minutes for members of the public to ask questions or submit comments. Each member of the public or councillors may speak for up to 3 minutes.

4. Excluded Item: Public Bodies (Admissions to Meetings) Act 1960

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

5. Gathering Event 24 October 2026

Consider the report and recommendations within.

6. Next Meeting

Note the next meeting of the Full Council is scheduled for 30 November at 18:00hrs. at Unit 2, 19-24 Friargate, Penrith, Cumbria, CA11 7XR.

MEETING: FULL COUNCIL EXTRA MEETING

DATE: 14 OCTOBER 2026

REPORT: GATHERING EVENT

ITEM NUMBER: 5

Does the report contain information which has been identified as confidential?

☐

Yes

☒

No

PUBLIC REPORT

1. Recommendations/Decision Required:

That the Council provide a grant award from the Council's Community Grant Fund of to support the event organised by Penrith Business Improvement District with community partners and stakeholders from Penrith Arts and Culture Group.

2. Council Plan priorities

The event aligns with the Councils priorities for Partnership and Prosperity.

3. Report Details

- a) Penrith Business Improvement District have met with businesses and community groups to plan and deliver a new event for Saturday 24 October.
- b) The report includes a covering letter from the BID Manager, the Event Plan and the budget for the event.
- c) The Council will seek feedback from the BID and stakeholder after the event.

Implications

4. Legal

There are no legal implications.

5. Resources

There are adequate funds in the Community Grant budget. Penrith BID has set out the following costs for the delivery of the event:

Projected Event Cost: £14,824

Projected Event Income to Date: £10,035

Deficit: £4,789

The Penrith BID have requested that the Town Council considers supporting the following areas of event expenditure:

Street Entertainment x 3:	£1,500
Acts in the Bandstand:	£800
Sound and Lighting – Bandstand:	£200
Acts for Penrith Playhouse Event:	<u>£1,500</u>
	£4,000

Members are advised to note that the Penrith BID is running a crowd funder which may increase the event income figure raised to date and other fundraising activities are ongoing.

6. Equality and Diversity

There are no equality and diversity implications.

7. Biodiversity & Climate Change

There are no biodiversity & climate change implications.

8. Risks and other Considerations

There is a risk of cancellation and Members may believe it would be prudent to commit to support the event and pay the grant award the week following the event.

9. Background Information/Documents

- a) Covering letter.
- b) Event Plan: BID document – not available to the public.
- c) Budget: BiD document – not available to the public.

COVERING LETTER.

Dear Penrith Town Councillors,

Following the late-notice cancellation of this year's Winter Droving, we have been working with the other funding organisations, the business community, arts and community groups to create a replacement event to ensure visitors and residents intending to come into Penrith town centre have something to take part in.

We are delighted to announce that we have planned a great event located in the Bandstand and the Mansion House car park, incorporating other events planned for the day, such as the arts and craft fair at St Andrews and a ticketed event at Penrith Playhouse. Potfest in the pens has extended its free bus to ensure that its visitors can travel into town. Due to the short timescale and the strength of feeling, the offerings for the day are increasing daily, so there will be plenty more happening that is not yet in the programme. In short, the day will start with music and spoken word performances at the bandstand which will keep the town centre busy and vibrant until mid-afternoon. Meanwhile, in the Mansion House car park, there will be circus training for families, acrobats and stilt walkers before several bands with local connections perform until 8pm. Those who want to continue listening to live music will be encouraged to head up to Penrith Playhouse for the rest of the evening. Throughout town, roaming performers will ensure there is something to see and reinforce the link between the bandstand and mansion house via St Andrews churchyard where we plan to have further outside family activities. We are working to a tight budget to deliver a great event that is free for all and ensures that Penrith is full of life and shows how working together can produce a fantastic community outcome.

It would be amazing if you would consider giving us the full amount of £5,000 previously committed to Winter Droving, but if you prefer to fund individual items, please consider:

- the costs of the music in the bandstand on the day of £1,000
- three roaming performance acts throughout the day in the town centre for £1,500
- the costs of the music acts at the Penrith Playhouse event for £1,500.

Thank you so much for kindly taking the time to meet in exceptional circumstances to consider this funding request.

BID Manager

FOR YOUR INFORMATION

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 Twitter 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.

Our Values

1. **Equality** Everyone is of equal value and should be respected according to individual needs and abilities in accordance with Council Policy.
2. **Reasonableness** To be fair, reasonable, and just in all Council activities.
3. **Accessibility** Provide equal access for all in employment and service delivery.
4. **Empowerment** Assist individuals take on responsibility so that they can influence and participate in the decision-making process.
5. **Quality** Obtain the highest standards in service delivery.

A person's mental health or disability is only one aspect of who the person is. Our actions and the words we choose and the meanings we attach to them, influences attitudes.

Our language choices have a powerful effect on how mental health and people living with mental health conditions and other disabilities are viewed.

The Town Council will act respectfully, using language which emphasises the person, not the condition or disability and will encourage partners and stakeholders to do the same.

AGENDA END

FOR THE ATTENTION OF ALL 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:
<https://www.penrithtowncouncil.gov.uk/>

Background Papers

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made between the hours of 9.00am and 3.00pm, Monday to Wednesday via office@penrithtowncouncil.gov.uk