



# 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)

4 March 2019

Dear Councillor

You are hereby summoned to attend a meeting of the:

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

To be held on 11 March 2019 Monday 4.00 pm – 6.00 pm,  
Board Room, Penrith Town Council Office, 19-24 Friargate, Penrith.

A handwritten signature in black ink, appearing to read 'V. Tunnadine', written in a cursive style.

Mrs V. Tunnadine

### **TOWN CLERK**

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

When it is proposed to consider the following business:

# **AGENDA FOR THE COMMUNITY, CULTURE & ECONOMIC GROWTH COMMITTEE 11 MARCH 2019**

## **1. Apologies for Absence**

To receive apologies from members.

## **2. Minutes of the Previous Meeting**

To authorise the Chairman to sign the Minutes of the Meeting of the Community, Culture & Economic Growth Committee held on the 11 February 2019 as a true and accurate record.

## **3. Declaration of Interests and Dispensations**

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

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

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

## **4. Public Participation**

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

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

To consider whether any agenda items other than item 11 should be considered without the presence of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960 Section 2.

## **6. Resolutions Report**

To note the Resolutions Report from the 11 February 2019 meeting.

## **7. Committee Work Plan**

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

## **8. Britain in Bloom**

To receive a verbal report from the Economic Development Officer.

## 9. Plastic Free Penrith

To receive an oral update from Cllr. Lawson.

## 10. Committee Meeting Dates 2019/20

To resolve the following meeting dates for the committee for 19/20:

- 17 June 2019
- 16 September 2019
- 18 November 2019
- 20 January 2020
- 16 March 2020

## 11. Exclusion of the Press and Public

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

To disclose decisions would be a breach of the Council's obligations under the Data Protection Act 1998 and is considered exempt under Section 100A(4) of the Local Government Act 1972, members of the public (including the press) should be excluded from the meeting during discussion of the of items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 to Schedule 12A of the Act, information relating to the financial or business affairs of any particular person (including the authority holding that information). Members are also advised that the reports may also include personal sensitive data from applicants and is therefore also exempt under GDPR 2018.

## 12. Grant Requests

To consider the following Grant applications:

a) Penrith Bid Britain in Bloom Project

| Function | Powers and Duties                               | Statutory Provision   |
|----------|---|-----------------------|
| Tourism  | Power to contribute to encouragement of Tourism | LGA 1972, section 144 |

b) EdenVentures

| Function   | Powers and Duties  | Statutory Provision  |
|------------|--|--|
| Recreation | Power to provide a wide range of recreational facilities | Open Spaces Act 1906, section 9-10, Local Government (Miscellaneous Provisions) Act 1976, section 19 |

### **13. EDC Event Grant 18/19**

To consider the following Event Grant Application's:

Penrith Lions and Great Dockray Residents Group Partnership - Richard III event

| <b>Function</b> | <b>Powers and Duties</b>                        | <b>Statutory Provision</b> |
|-----------------|---|----------------------------|
| Tourism         | Power to contribute to encouragement of Tourism | LGA 1972, section 144      |

### **14. PTC Events Grant 19/20**

a) Eden Arts, Winter Droving (2019)

| <b>Function</b> | <b>Powers and Duties</b>                        | <b>Statutory Provision</b> |
|-----------------|---|----------------------------|
| Tourism         | Power to contribute to encouragement of Tourism | LGA 1972, section 144      |

b) EVAN, Artists in Penrith (2019)

| <b>Function</b> | <b>Powers and Duties</b>                        | <b>Statutory Provision</b> |
|-----------------|---|----------------------------|
| Tourism         | Power to contribute to encouragement of Tourism | LGA 1972, section 144      |

### **15. To note the Next Meeting**

To note that the next meeting of the Communities, Culture and Economic Growth will be ratified by Full Council at the Annual Meeting of the Town Council.



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**DRAFT** Minutes of the meeting of the:

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

Held on 11 February 2019 Monday at 4.05 pm – 5.05 pm.

### **PRESENT:**

Cllr. Baker  
Cllr. Burgin  
Cllr. Donald  
Cllr. Lawson  
Cllr. Jackson  
Economic Development Officer

**DRAFT MINUTES FOR THE  
COMMUNITY, CULTURE & ECONOMIC GROWTH COMMITTEE  
11 FEBRUARY 2019**

**CCEG/18/72 Apologies for Absence**

Members received apologies from Cllr. Kenyon.

**CCEG/18/73 Minutes of the Previous Meeting**

The Chairman was authorised to sign the Minutes of the Meeting of the Community, Culture & Economic Growth Committee held on the 10 December 2019 as a true and accurate record with an amendment to CCEG/18/70 to show that the grant award of £8,500 was awarded from the PTC Events grant and not the devolved EDC events.

**CCEG/18/74 Declaration of Interests and Dispensations**

Members were asked 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 the meeting and to decide requests for dispensations. None received.

**CCEG/18/75 public Participation**

Members noted that no members of the public had requested in writing to speak prior to the meeting.

**CCEG/18/76 Public Bodies (Admission to Meetings) Act 1960  
– Excluded Items**

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

**Councillor R Burgin joined the meeting at 4.10pm.**

**CCEG/18/77 Post Office Proposal and Consultation**

Members were asked to consider and agree a response regarding the transfer of Penrith Post Office into WHSmith's branch Angel Lane. Those present considered the proposed location and accessibility to the store.

**RESOLVED** that the following letter be returned as the Town Council's response to the consultation:

## **CCEG/18/77 Post Office Proposal and Consultation Continued**

“Dear Mr Hall

### **Local public Consultation, Penrith Post Office, Crown Square, Penrith, CA11 7AA**

Penrith Town Council would like to express concern with the proposal to move Penrith Post Office to WHSmith, Unit 4 Angel Square, Penrith.

The reasons for our concern regarding this proposal are outlined below.

#### **How easy is it to get to the new location?**

The present location has two free, parking bays to the front of the building and several free on street bays close by. These bays are used by the elderly and customers with mobility issues as well as by customers who are dropping off heavy parcels.

The proposed location is in a shopping street with no vehicle access. Paid parking is available 80 metres away at a cost of £1.30 for one hour however disabled parking is limited and often full.

#### **Are the new premises easy to get into and accessible once inside?**

WHSmith is a relatively small congested retail space. Concern has been raised about the accessibility for people with sight impairments, those using wheelchairs, mobility scooters and parents with push chairs. The aisles are narrow and getting through the front doors can be difficult at the present time if a number of people are queuing to be served.

Crowding will also be an issue particularly for the elderly and those suffering from anxiety.

#### **If the move were to proceed is there anything, we could do to make it easier.**

The refurbishment of the space should take into account issues concerning all members of our society including, but not restricted to, those mentioned above. A review of disabled parking within easy access to the store should also be carried out.

Although the Town Council recognises that this is a commercial decision and not restricted to Penrith, they would like to express the concern and apprehension that this decision has caused for the residents of Penrith.

The Town Council would also like to ask what the plans are for the sorting office which is behind the Post Office and also what is planned for the Post Office Building itself.”

## **CCEG/18/78 Resolutions Report**

### **RESOLVED THAT:**

The Resolutions report from the 10 December 2018 meeting be noted.

## **CCEG/18/79 Committee Work Plan**

### **RESOLVED THAT:**

The updated Work Plan for the Economic Development Officer be noted.

## **CCEG/18/80 Britain in Bloom**

Members received a verbal report from the Economic Development Officer.

Members were informed that the Economic Development Officer had attended a seminar for finalists and that help, and support had been offered by one of the CiB judges to assist the Penrith entry.

### **RESOLVED THAT:**

The Economic Development Officer be authorised to make arrangements for a promotional film to be made to support this year's entry.

## **CCEG/18/81 Plastic Clever Penrith**

Members received an oral update from Cllr. Lawson who advised the Committee that the next meeting of the group would be held on Wednesday 13<sup>th</sup> February and that all were welcome to attend.

## **Grants**

## **CCEG/18/82 Exit Reports**

### **RESOLVED THAT:**

The exit report from Penrith Parish Centre be noted.

## **CCEG/18/83 URGENT LATE ITEM – EDC Council Plan Consultation**

Members considered and agreed a response to the EDC Council Plan Consultation. Members agreed that the document contained many laudable goals but was short on detail and that they would like to be able to respond on the supporting policies rather than generalised statements.

### **RESOLVED THAT:**

The following letter be sent to Eden District Council:



## **CCEG/18/83 URGENT LATE ITEM – EDC Council Plan Consultation Continued**

“Dear Sir or Madam

Penrith Town Council thanks you for the opportunity to comment on Eden District Council’s Draft Council Plan 2019-2023 and welcomes the general laudable goals outlined within.

The document was considered at Committee on the 11<sup>th</sup> February 2019. The Committee considered that the document provided is short on detail, definition is required for the “Priorities, goals and promises”, no background to the development of the plan is given, and no supporting policies are included. It is these policies that Penrith Town Council would like to be able to respond to.

It is also felt that the document would benefit from an outline of exactly how EDC would seek to deliver the “Priorities, goals and promises” within its Council Plan and make more mention generally of working with partner organisations such as CCC and the parishes.

The Town Council would also like to raise particular points against the different headings:

### **Council**

#### **“Commercial initiatives**

- “Review the devolution programme and plan for the next phase.” EDC are asked when reviewing their Devolution Plan to pay particular attention to how EDC is working with parishes.

Penrith Town Council would also like to express concern over the delays to devolving assets and whether the process is fit for purpose.

#### **“Economy**

#### **Supporting Communities”**

This also needs to include Rural Transport.

#### **“Tourism**

- Develop the Council owned land at Redhills as the gateway to the Lake District.”

Concern was raised questioning if this is the correct place. Members expressed the view that marketing this area as a gateway to the Lakes may mean that visitors could by-pass Penrith. Penrith Town Council. Would also like to ask if there is a Cultural Strategy for Eden.

## **CCEG/18/83 URGENT LATE ITEM – EDC Council Plan Consultation Continued**

### **“Health and Wellbeing**

#### **Right homes, right place**

- Develop a strategy which supports innovative sustainable and affordable housing.”

Penrith Town Council are concerned about the amount of affordable housing being built as it seems that developers often reduce the amount from 30% citing viability grounds.

Penrith Town Council would like to enquire exactly how stakeholders are to be engaged in the delivery of these “Priorities” and how does the Council Plan fit into other organisational plans and aspirations.

Eden District Council are also asked to consider that if the Council Plan is to aid in a Review of the Eden Local Plan that EDC takes into account prevailing public opinion and that the expressed wishes of residents are considered. Opposition to current District Council proposals should not be underestimated.”

### **CCEG/18/84 Close**

Members noted that the next meeting date would be resolved at the Annual Town Council Meeting 2019.

**CHAIRMAN:**

**DATE:**

## ITEM 7: RESOLUTIONS REPORT

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

| <b>MINUTE REF:</b> | <b>RESOLUTION</b>   | <b>ACTION</b>  |
|--------------------|---|--|
| <b>CCEG/18/10a</b> | <b>Cumbria Youth Alliance</b>   |  |
|                    | £5000 awarded in principle: £2500 given up front with the remainder of the funding to be paid on confirmation of matched funding The project manager be invited to update members before release of final payment | Signed SLA received initial funds released, project manager to inform when matched funding in place.<br><b>Follow up</b> |
| <b>CCEG/18/64</b>  | <b>Regeneration</b>   |  |
|                    | Draft report complete to be considered by Full Council.   | <b>Work in Progress</b>  |
| <b>CCEG/18/69a</b> | <b>Penrith Players</b>  |  |
|                    | Organisation contacted to provide a marketing plan prior to a decision being made.  | <b>Follow up</b>   |
| <b>CCEG/18/69b</b> | <b>Penrith Air Cadets</b>   |  |
|                    | £2000 awarded   | Signed SLA received funds released<br><b>Completed</b>   |
| <b>CCEG/18/70</b>  | <b>Penrith Lions</b>  |  |
|                    | £8,500 awarded  | Awaiting receipt of Signed SLA funds released<br><b>Follow up</b>  |
| <b>CCEG/18/77</b>  | <b>Post Office Proposal and Consultation</b>  |  |
|                    | Letter to be sent in response to the consultation.  | <b>Completed</b>   |
| <b>CCEG/18/83</b>  | <b>EDC Council Plan Consultation</b>  |  |
|                    | To send a letter to EDC Expressing the Views of CCEG Committee  | <b>Completed</b>   |

**ITEM 8 – YEAR-END FINAL WORK PLAN 18/19**

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

## Health & Wellbeing

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

| <b>Health &amp; Wellbeing</b> |   |   |  |
|-------------------------------|---|---|--|
| <b>Strategic Priority</b>     | <b>Delivery Work</b>                      | <b>Progress at 11<sup>th</sup> March 2019</b> | <b>Reason for any under performance and revised date when target will be met</b> |
| <b>Lifesaving appliances</b>  | Provide awards for Life Saving appliances |   |  |

## Economic Development

| Strategic Priority                | Delivery Work   | Progress at 11 <sup>th</sup> March 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<br>Tourism projects being developed with Great Dockray   |   |
| <b>Entertainment and the Arts</b> | Develop and deliver Events Programme<br><br>Ongoing support, project planning given to EVAN | Penrith Food and Farming Festival 2018 - Funding agreed £6500 Event Held<br>Exit Report received<br><br>EVAN "Represent Penrith" - Funding agreed<br>Event held<br>Exit report<br><br>EVAN Light Festival, WW1, memorial.- Invoice paid<br><br>Winter Droving 2018 – event held – exit report received.<br><br>"Under the Beacon - Web Site and trail created exit report received<br><br>Penrith Lions 2019 - Funding Agreed |   |



## Transport

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

## Grants

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

|                              |
|------------------------------|
| <b>FOR INTERNAL USE</b>      |
| <b>AUTHOR:</b>               |
| ECONOMIC DEVELOPMENT OFFICER |
| <b>CHALLENGED:</b>           |
| TOWN CLERK                   |
| <b>CHECKED:</b>              |
| TWO OFFICERS                 |

**For the attention of:**

Cllr. Burgin  
Cllr. Donald  
Cllr. Lawson  
Cllr. Jackson  
Cllr. Kenyon

**For information:** Remaining Members of the Town Council