

Workington Town Council

Town Hall, Oxford Street, Workington, CA14 2RS

Telephone: 01900 702986

Email: office@workingtontowncouncil.gov.uk

Website: www.workingtontowncouncil.gov.uk



Date of issue: Tuesday 4th November 2025

To Members of the Culture & Social Investment Committee:

Cllr Ellie Wood (Chair)	Cllr Susan Martin (Vice Chair)
Cllr Allan Hodgson	Cllr Neil Schofield
Cllr Paul Larkin	Cllr Stephen Stoddart
Cllr John Mills	Cllr David Tennyson
Cllr Patricia Poole	Cllr Joan Wright

(Copy for information only to other members of Workington Town Council).

You are summoned to a meeting of Workington Town Council's Culture & Social Investment Committee on **Tuesday 11th November 2025 at 6.30pm.**

The meeting will be held at the Workington Town Council Offices, Town Hall, Oxford Street, Workington, CA14 2RS.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Emma Chapman'.

Emma Chapman
Chief Officer/RFO

AGENDA

- 1. Absences:** To note any absences.
- 2. Declarations of Interest:** To receive any declarations of interest relating to matters on the agenda.
- 3. Exclusion of Press and Public:** To consider whether there are any agenda items during consideration of which the press and public should be excluded.
- 4. Public Representation:** To consider whether there are any agenda items in which public representation will be permitted.

5. **Minutes of previous meetings:** To approve the minutes of 23rd September 2025 and affirm them a true record.
6. **Public Questions:** To consider any questions from electors, of which notice has been given in accordance with standing orders.
7. **Questions and Statements from Members:** To consider questions and statements by members of which notice has been given in accordance with standing orders.
8. **Motions on Notice:** To consider any motions from members of which notice has been given in accordance with standing orders.
9. **Budget 2025-2026:** To note the budget monitoring report YTD.
10. **Funding Feedback:** To note the feedback report from Autism Support Allerdale and Copeland.
11. **Events Programme 2025 Update:** To note the report for information.
12. **Events Programme 2026:** Committee to read the report and discuss plans for 2026.
13. **Budget 2026-2027**
 - a) To discuss the draft budget 2026-2027 and agree the proposal to F & GP.
 - b) To consider any ear marked reserves to propose to F & GP.

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Minutes of the Culture & Social Investment Committee Meeting of Workington Town Council which took place at 6.30pm on Tuesday 23rd September 2025, held in Workington Town Council Offices, Town Hall, Oxford Street, Workington, CA14 2RS.

Cllr Ellie Wood (Chair)	Present	Cllr Susan Martin (Vice Chair)	Present
Cllr Allan Hodgson	Absent	Cllr Neil Schofield	Absent *
Cllr Paul Larkin	Absent *	Cllr Stephen Stoddart	Absent *
Cllr John Mills	Present	Cllr David Tennyson	Absent
Cllr Patricia Poole	Present	Cllr Joan Wright	Present

In attendance: WTC Deputy Proper Officer.

C25.30 Absences

Absences notified prior to the meeting were noted from Cllr Larkin, Cllr Schofield and Cllr Stoddart.

C25.31 Declarations of Interest

None

C25.32 Exclusion of Press and Public

Resolved: Press and public should be excluded from items 5 and 6 due to their confidential nature.

C25.33 Public Representation

None

CONFIDENTIAL – CLOSED SESSION

Minutes removed.

OPEN SESSION

C25.36 Minutes of the Previous Meeting

Resolved: Committee approved the minutes from the meeting on 8th July 2025 and affirmed them a true record.

C25.37 Public Questions

None

C25.38 Questions and Statements from Members

None

C25.39 Motions on Notice

None

C25.40 Budget

- a) Committee noted the budget monitoring report for information.
- b) **Resolved:** Committee deferred discussion of the 2026-27 budget to the next meeting for further consideration.

C25.41 Previous Funding Requests

- a) Committee noted a request from Coastal Communities had been rejected due to the short notice and that it was above the Chair's approval limit.
- b) Committee noted a request from St Mary's Church, Harrington for £250 was granted from the Youth & Social Investment budget line.

C25.42 Funding Feedback

Committee noted the report for information.

C25.43 Anchor Organisation Support

Committee noted the report for information.

C25.44 Events Programme 2025 Update

Committee noted the report for information.

Resolved: to proceed with the donation of a clock for the Bus Station 100 Years Celebration at a cost of £3,200 and commit up to £3,000 for an event in Vulcan Park from the Cultural Celebrations budget line.

C25.45 Events Programme 2026

Resolved: Committee deferred discussion of the 2026-27 event programme to the next meeting for further consideration.

Meeting ended at 8:14pm.

Detailed Culture and Social Investment Budget 2025-26

Code	Event	Confirmed Budget	Income	Committed	Invoiced	Difference
4545	Christmas Festival	£30,000.00	£0.00	£18,369.00	£11,264.39	£366.61
4545	Christmas Lights	£60,000.00	£0.00	£57,589.83	£1,290.18	£1,119.99
4545	Christmas	£90,000.00	£0.00	£75,958.83	£12,554.57	£1,486.60
4580	Cultural Marketing	£6,000.00	£0.00	£2,000.00	£4,000.00	£0.00
4590	Funding	£15,000.00	£0.00	£0.00	£14,996.00	£4.00
4595	Schools Competition	£3,000.00	£0.00	£2,420.00	£107.84	£472.16
4595	Science Workshops	£4,000.00	£0.00	£192.40	£2,386.50	£1,421.10
4595	Teddy Bear's Picnic	£3,000.00	£0.00	£200.00	£2,285.69	£514.31
4595	Youth & Social Investment	£7,000.00	£0.00	£185.00	£3,127.96	£3,687.04
4595	Citizens Advice	£5,000.00	£0.00	£0.00	£5,000.00	£0.00
4595	Youth & Social Investment	£22,000.00	£0.00	£2,997.40	£12,907.99	£6,094.61
4650	Armed Forces Day support	£600.00	£0.00	£0.00	£304.06	£295.94
4650	Cultural Celebrations	£10,000.00	£0.00	£3,000.00	£3,478.31	£3,521.69
4650	Easter	£2,100.00	£0.00	£200.00	£1,608.24	£291.76
4650	Halloween	£10,000.00	£300.00	£4,241.84	£6,353.83	-£295.67
4650	Oddsocks	£15,500.00	£0.00	£41.31	£14,234.85	£1,223.84
4650	Pride Event	£5,000.00	£0.00	£0.00	£2,000.00	£3,000.00
4650	VE Day Beacon Lighting	£1,500.00	£0.00	£103.74	£1,254.46	£141.80
4650	Cultural Celebrations	£44,700.00	£300.00	£7,586.89	£29,233.75	£8,179.36
4652	Party in the Park	£25,000.00	£0.00	£236.46	£24,285.92	£477.62
4655	Festival of Running	£10,000.00	£0.00	£700.00	£9,179.34	£120.66
4685	Reach Out	£10,000.00	£0.00	£100.00	£10,616.82	-£716.82
	Total	£222,700.00	£300.00	£89,579.58	£117,774.39	£15,646.03



About this form

We are delighted that Workington Town Council was able to fund/contribute towards your project/event and we hope it was a success.

It is a condition that the recipient completes a form confirming that the funding has been used for the purpose requested. Therefore, please take a few moments to complete this form within six months of completing your project or event to tell us how it went and please feel free to upload any photos, we would love to see them.

If you have not yet spent the entire grant, we ask that you return this form as an interim report and then submit a final report no later than eight months after receiving the grant.

1. Organisation Name:

Autism Support Allerdale and Copeland

2. Date grant was awarded: - 23/05/2025

3. Amount of grant awarded: - £1000

4. Purpose of grant:

ASAAC are fundraising to refurbish a currently unused room in our venue and transform it into a sensory room. Rather than benefitting just one of our social groups or projects, this room will be available for use by any attendee and will become a vital resource for the local autistic community. It will be open from the hours of 10am-2pm Monday to Friday and during our evening group sessions too, establishing our venue as a safe space for sensory regulation and boosting awareness of our other projects, which will see attendance at our groups increase as we expect to support a total of 1,000 people in 2025."

5. Please describe how your grant was used:

The grant was used to refurbish an unused room within our venue and transform it into a fully equipped sensory room. This included redecorating the space, installing appropriate lighting, soft furnishings, and sensory equipment such as tactile panels, bubble tubes, and calming visual features. The funding also covered accessibility improvements to ensure the room is inclusive and welcoming for all users.

The new sensory room is now available to all attendees across our social groups and projects, providing a safe and supportive environment for sensory regulation. It is open Monday to Friday, 10am–2pm, as well as during our evening group sessions, ensuring consistent access for the local autistic community.

This project has significantly enhanced our venue's role as a community hub, raising awareness of our wider services and contributing to increased attendance across our groups. As a result, we are on track to support around 1,000 people in 2025.

6. Is your project/event finished: YES

If no, please give an explanation and timeline on completion:

7. What were/are the results so far of your use of the grant:

The grant has had a significant positive impact on both our organisation and the local autistic community. The new sensory room has quickly become a valued and well-used space, offering a calm and safe environment that supports emotional regulation and wellbeing for our attendees.

Since opening, the sensory room has been used regularly during our weekday drop-in hours (10am–2pm) and evening group sessions, providing flexible access for individuals and families. Feedback from users has been overwhelmingly positive, with many reporting reduced anxiety, improved focus, and greater comfort during their visits.

The project has also helped us increase engagement with our other social groups and community activities, as more people are now accessing our venue and learning about the wider support we offer. We anticipate that by the end of 2025, the sensory room will have contributed to us supporting around 1,000 people, strengthening our mission to provide inclusive, accessible spaces for the autistic community.

8. How many members/volunteers took part in your project/event?

20

9. How many people benefitted from your project/activity?

So far, approximately 600 people have directly benefitted from the sensory room since its introduction. This includes:

Around 350 autistic adults who regularly attend our social groups and wellbeing sessions.

Approximately 150 children and young people who use the space during family or youth activities.

Around 100 parents, carers, and support workers who have benefitted indirectly by having access to a calm, supportive environment alongside those they care for.

As awareness of the facility continues to grow, we expect to support a total of around 1,000 people by the end of 2025. The sensory room has become an important resource for sensory regulation, emotional wellbeing, and inclusion across all our projects.

10. What difference has the funding made in the locality/community?
(Please note that we will use part/all of these quotes to promote our grants)

The funding has made a transformative difference within our local community. By creating a dedicated sensory room, we have provided a calm, inclusive space where autistic individuals and their families can feel safe, supported, and understood. This resource has not only enhanced sensory regulation and wellbeing but has also strengthened community connections and increased confidence among our attendees to participate in group activities.

The project has also helped to raise awareness and acceptance of sensory needs within the wider community, encouraging more inclusive attitudes and understanding. Our venue has become recognised as a welcoming hub for the autistic community — a place where people know they will be met with empathy and respect.

One parent shared:

“Before the sensory room, my son often felt overwhelmed and couldn’t stay long at group sessions. Now he has a space where he feels calm and safe — it’s made such a difference to both of us. We can finally take part together.”

11. Please provide a breakdown as to how you spent your grant:

MULTIFINITY EXPLORER = £1,220.00. The £1000 from the town council went towards this equipment.

12. What other funding (if any) was used?
(Please name the fund and the amount given)

Sensory Room- £36646.80	
Funders	Budget
Phase 1	
Westfield Housing	£3,000.00
Workington Community Panel Ccouncil	£6,000.00
Arnold clarke	£1,000.00
Workington town council	£1,000.00
Screwfix	£5,000.00
The Clothworkers Foundation	£12,000.00
The Baily Thomas Charitable Trust	£5,000.00
Wendy Kirwood	£200.00
Lynne Hodgson	£50.00
Fundraising	£3,396.80
Total Secured	£36,646.80

13. Please provide copies of any publicity material you used, any press cuttings and other publicity achieved.





CULTURE & SOCIAL INVESTMENT COMMITTEE	Agenda Item No. 11
Meeting date: 11 th November 2025	
From: Chief Officer	
Title: Events Programme 2025 update	

1. RECOMMENDATION

Members are recommended to receive the report for information.

2. DETAIL

Events Update 2025

a) Halloween – Friday 31st October

The Halloween festival at the HTM was very well received and everyone provided positive feedback on the day. *There are some tweaks needed with ticketing and also the date of the event, but otherwise it would be good to repeat in 2026.*

The sensory session wasn't as well attended so could be reviewed.

Scare Walk in Hall Park was also well received, the weather caused some issues as it was very muddy and slippery, but this can't be helped at this time of the year. The feedback has been positive. The organisers have expressed an interest in holding an indoor event next year which would prove problematic. Officers suggest that they could investigate tying in with the Museum tours of the hall and the town and providing additional funding for actors along the walk/tour to provide the scarewalk experience. The tour details the town's history as well as providing a 'spooky' experience for people. The tour could be live streamed so those with mobility issues could also take part and it would be more inclusive as the tour is kept to the streets and paths

b) Christmas Festival – Saturday 29th November

Plans are progressing well for the Christmas Festival, including booking a VR sleigh ride for the event! Plus, crafts, face painting, gingerbread workshops etc.

Letters have been sent out to local businesses to ask them to get involved and contact us to discuss – we've had responses from The Works, Heals, Hospice at Home all carrying out activities to tie in with the festival.

A large marquee will go on the car park by King's and Clarks shop will be used for crafts, face painting and a Christmas market.

The Carnegie will be used for the VR sleigh ride and the giant snow globe again.

The Council has received £200 from Milburn's solicitors and £2,000 from Washington Square Shopping Centre towards the event.

c) Bus Station 100 Years Celebration

Workington Bus Station will be 100 years old on 19th March 2026.

Officers have met with Stagecoach and Workington Transport Heritage Trust with regards to a celebration to take place on Saturday 14th March 2026:

Stagecoach will be running a competition with the local schools to design new artwork to feature inside the bus station.

Stagecoach is planning on a vintage rally with Transport Heritage Trust at their Lillyhall depot, with buses running from town to the depot.

Stagecoach is purchasing commemorative pin badges which they will sell and 100% of the proceeds will be donated to The Mayor of Workington's charities.

The Council will support with:

Vintage buses on display in Vulcan Park and Stagecoach's specially wrapped 100 years bus to also feature in the park. Face painting, crafts and fun fair.

Council will arrange photos displays in Vulcan Park of the bus station through the years.

A clock has now been ordered which the Council will donate to the bus station.

A plaque will sit alongside the clock advising the date, celebration etc and the unveiling by The Mayor on the 14th March 2026.

The clock will be illuminated and will make a welcome addition to the station.



3. BUDGET IMPLICATIONS:

None

DRAFT Budget 25-26

Culture & Community	Total available budget 24-25	Proposed Budget 25-26	Non-recurring items 25-26 only	Final spend 31st March 2025	Proposed Budget 26-27	Non-recurring items 26-27 only	Budget use	Notes (estimated but not exhaustive breakdown)
Christmas	£90,000	£90,000		Lights - £63,014 Festival £24,825	£90,000.00		Christmas lights and Christmas festival	
Youth and Social Investment	£14,000	£22,000		Youth & Comm work - £4066 Schools comp - £1593 Science workshops - £3737	£30,000.00		Schools competition and youth and social investment support (anchor organisations)	£15,000 General £3000 schools competition £5000 Citizen's Advice Funding for groups to host easter, halloween, christmas or summer events themselves.
Events			New code	AFD - £300 Beacon lighting - 1389 Oddsocks - £13456 Easter - £1138 Reach Out - 9835	£68,500.00		Reach out, party in the park, outdoor theatre, AFD, Halloween, teddy bears picnic	£12,000 Reach Out £25,000 Party in the Park £15,500 Outdoor theatre £600 AFD £12,000 Halloween £3000 teddy bears picnic
Cultural Celebrations	£17,700	£44,700			£5,000.00		General cultural celebrations	
Funding	£8,000	£15,000			£8,000.00		Funding	
Sport					£22,000.00			Leisure Cente activities Tennis court annual programme and equipment £12,000 Festival of running
Cultural Marketing	£5,000	£6,000		£3,607.00	£9,500.00		Marketing support for CSI activity	
Reach Out	£10,000	£10,000			£0.00		Annual health and well-being event	
Party in the Park	£20,000	£25,000		£19,832.00	£0.00		Annual event in Vulcan Park	
Festival of Running	£10,000	£10,000		£9,602.00	£0.00		Annnuual Festival of running event	
Estate Development (Park, Play Areas, Ranch and Allotments)	£5,000	£0		£5,000	£0		Financial support for Carnegie Theatre	
Culture Commission - Music Centre	£2,500	£0		£2,500	£0		Financial support for Carnegie Music Centre	
Culture Commission – Sport	£2,000	£0		£1,000	£0		General budget for support to local sports clubs and activities. Considered by committee via the EOI form	
Culture Commission - Heritage	£5,000	£0		£0	£0		Financial support for Heritage projects	
Culture Commission - Summer camp	£3,000	£0		£3,000	£0		Used to fund the summer camp activities	
Art Exhibition	£5,000	£0			£0		Art exhibition for the community and local schools	
Total Culture	£197,200	£222,700			£233,000			

Total Culture 2026-2027£233,000



CULTURE & SOCIAL INVESTMENT COMMITTEE	Agenda Item No. 12
Meeting date: 11 th November 2025	
From: Chief Officer	
Title: Events Programme 2026	

1. RECOMMENDATION

- a) Committee to consider and approve the events programme for 2026.
- b) Committee to consider stall prices and set for future years.
- c) Committee to consider event procurement going forward.

2. DETAIL

a) Events Programme

Workington Town Council - DRAFT Events Programme 2026			
Date	Event	Venue	Time
Friday 29th May 2026	Reach Out	Vulcan Park	11am - 4pm
Saturday 27th June 2026	Armed Forces Day**	Vulcan Park	11am
Friday 3rd July	Romeo and Juliet - Schools performance	Vulcan Park	10.30am
	Romeo and Juliet - evening performance		7pm
Saturday 4th July	Party in the Park	Vulcan Park	11am to 6pm
	Romeo and Juliet evening performance		7pm
Sunday 2nd August 2026	Festival of Running	Cricket Club	9am - 4pm
Tuesday 11th August 2026	Teddy Bears Picnic	Vulcan Park	12pm-3pm
28 th / 29 th October 2026 - tbc	Halloween	HTM	11am – 9pm
Saturday 28th November 2026	Christmas Festival	Town Centre	11am - 5pm

****Note:** AFD is not a WTC event.

Suggestion: Offer money to community centres / groups to host their own Easter, Summer, Halloween & Christmas events.

b) Stall Prices:

Currently the Council charges the following for stalls to attend events:

Gift/homeware stall / coffee / ice cream - £25 per day

Food and drink - £50 per day

Charity - £10

The above prices include gazebo, electric, table and chair hire, so regardless of what equipment the Council has to provide for them they don't pay any extra.

Currently the Council pays the following to hire items:

Tables - £6.75 per table

Chair - £1.60 per chair

Gazebo - £10 hire, plus approx.. £23 per gazebo to erect and dismantle.

Proposed new prices for 2026 and onwards (to be reviewed by Officers when appropriate):

For a stall only = 3m x 3m space

Gift / homeware stall / coffee / ice cream - £30 per day

Other food and drink - £70 per day

Charity - £20 per day

Prices would be reduced slightly, at Officers discretion, if the event is indoors, as the space is usually smaller.

The following cost to be added if they wish to hire additional equipment:

Gazebo - £20

Chair - £1.60

Table - £6.75

Electric - £5

The Council usually provide stalls and equipment free of charge for the Reach Out event, given the type of event is it and Officers will look for funding for this event if committee are happy to keep this agreement with stalls.

c) Event Procurement

Officers would like to advertise for five-year contracts (with a potential two-year extension) for first aid, production and security for the Council's events.

This is in line with what Council has approved for Christmas Lights and Floral Displays, it reduces Officer time in having to carry out procurement exercises each year and also means the Council gets a better cost which is fixed for five years, instead of the usual inflation increases.

3. BUDGET IMPLICATIONS:

Committee to consider budget setting for 2026-2027.