

**FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS**

Minutes of the Annual Meeting of Charitable Trusts listed below held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick Thursday 23<sup>rd</sup> May 2024 at 7.00 pm.

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Present:

Chair  
Councillor Jean Murray

Councillors		
Louise Dunn	Chris Houghton	Claire Houghton
Steve Harwood	Denstone Kemp	Sally Lansbury
Rob Nelson	Lorraine Taylor	

Also presented were Vivien Little (Trust Clerk), Catherine Parker (Finance Officer), and Christine Fawcett (Parks Manager).

**1. Election of Chair**

There being only one nomination it was **RESOLVED** that Councillor Murray be elected as Chair for the ensuing year.

**2. Election of Vice Chair**

There being only one nomination it was **RESOLVED** that Councillor Chris Houghton be elected as Vice Chair for the ensuing year

**3. Apologies**

Apologies for absence were received from Councillors Laphorn and Parsons.

**4. Minutes**

**RESOLVED** that the Chair be authorised to sign the Minutes of the meeting held on 14<sup>th</sup> March 2024 (pages 15-16).

**5. Declarations of Interests**

No declarations of interest were made at this meeting.

**6. Chair's Report**

**RECEIVED** the Chair's Report.

**7. Parks Manager's Report**

**RECEIVED** the report of the Parks Manager. The Parks Manager reported that with the weather, some of the games had to be temporarily suspended. Councillor Lansbury gave information about the Rebuild Centre in Carlisle, which takes unused building materials, and passes them back to worthy causes at low cost, which may be of help to the parks.

**8. Clerk's Report**

**RECEIVED** the report of the Trust Clerk.

**9. BioBlitz – Elizabeths Woodland**

**RECEIVED** the report of Councillor Lansbury. Councillor Lansbury informed Trustees that there would be a Bioblitz event on Monday 10<sup>th</sup> June at 3.30pm, using an app to take pictures to find out exactly what there was in Elizabeth's Woodland. She encouraged all Trustees to take part in this during Big Green Week.

**10. Developments at Upper Fitz Park**

**RECEIVED** a verbal update from Councillor Harwood. The building was progressing well, with an estimated completion date of end of June, and was still on budget. Planning permission for the kiosk works had been granted, and Councillor Harwood was awaiting information so that it could start to be costed up.

**11. Budget Comparisons**

**RECEIVED** budget comparisons for the fourth quarter.

**12. Assets Register**

**RESOLVED** To approve and adopt the updated Assets Registers for Hope and Fitz Parks.

**13. Review of Hire Charges**

**RESOLVED** that the fee for use of the parks be set as £750+VAT per day (with a charge of £125 +VAT applying for set up/take down days) OR £1.50 plus VAT per competitor, whichever is greater (Action – RFO).

**14. Requests for use of the Parks**

Consideration was given to the requests to use the Parks.

**RESOLVED** that:

- i) 13 Valleys Ultra be granted exclusive use of Crosthwaite Road Car Park from 4pm on Friday 27 September to 3pm on Sunday 29 September, at a charge of £1000, to include a bond of £500 and request that a portaloos be put onsite as well (Action – Clerk and RFO);
- ii) The request from Hospice at Home to use Crosthwaite Road Car Park until 2am on Friday 21<sup>st</sup> June be ratified; and
- iii) The request from Lakeland Festival of Light to use Fitz Park on Saturday 17<sup>th</sup> August be agreed (Action – Clerk).

**Prior to the following business the Chairman moved the following resolution:**

*‘That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.’*

**15. Legal Matters**

**RECEIVED** a report from the Clerk.

**16. Staffing Matters**

**RECEIVED** a report from the Clerk.

**RESOLVED** that a new permanent Gardener/Grounds Maintenance Operative be employed on a 30 hour per week basis, to come from underspends in Hope and Fitz Park budgets from the 2024/25 year. (Action – Clerk)

The meeting closed at 7.21 pm.

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Chair

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Date