

KESWICK TOWN COUNCIL
SEVEN PRINCIPLES OF PUBLIC LIFE
Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty – Leadership

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

13th June 2024

A meeting of Keswick Town Council will be held in the Council Chamber, Town Hall, Keswick on **Thursday 20th June 2024 at 7.00 p.m.**

Yours sincerely



Vivien Little
Town Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To authorise the Chair to sign as a correct record the minutes of the Town Council meeting held Thursday 16th May 2024 (page 1-6).
- 3. Resignation of Councillor**
The Clerk will give an update following the resignation of Councillor Adam Paxon on 21 May 2024.
- 4. Requests for Dispensations**
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 5. Declarations of Interests**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Members are reminded that, in accordance with the 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).

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 Clerk at least 24 hours in advance of the meeting.
- 6. Police Report**
To receive the report of the Allerdale Rural Neighbourhood Policing Team.

- 7. Matters to be received from the Public**
Such matters may be received throughout the meeting, however items raised should not be discussed for longer than ten minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.
- 8. Community Partnership Proposal**
To receive a report regarding a proposal by Revd Charles Hope, regarding setting up a Community Partnership in Keswick (report to follow).
RECOMMENDATION that Keswick Town Council fully support the ideas of a Keswick Community Partnership, and work fully with the proposed partnership to ensure progression.
- 9. Matters to be raised by Councillors**
An opportunity for Councillors to raise any **unforeseen** matters, with the consent of the Chair, which do not require a decision – items raised should not be discussed for longer than 10 minutes.
- 10. Applications for Development**
 - i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority (Planning Group report to be circulated prior to the meeting).
 - ii) To receive an update on National Park planning decisions.
- 11. Mayor's Engagements**
To receive details of the Mayor's engagements and meeting attendance for the period 9th May 2024 – 13th June 2024.
- 12. Internal Auditor's Report for Year Ending 31 March 2024**
To receive the report of the Internal Auditor for the year ending 31 March 2024.
- 13. Annual Governance and Accountability Return (AGAR) – Section 1**
To approve and authorise the Chair to sign Section 1 – Annual Governance Statement 2023-24 – of the AGAR.
- 14. Annual Governance and Accountability Return (AGAR) – Section 2**
To approve and authorise the Chair to sign Section 2 – Accounting Statements 2023-24 – of the AGAR.
- 15. Annual Accounts**
To approve and authorise the Chair to sign the statement for accounts for the year ending 31 March 2024.
- 16. Details for the Arrangements for the Exercise of Public Rights**
To confirm that the period for the exercise of public rights will begin on Monday 24 June 2024 and conclude on Friday 2 August 2024.
- 17. Payment of Accounts**
To confirm the payment of accounts for June 2024 as approved by the Inspection Committee (to be circulated prior to the meeting):
 - i) For the Town Council
 - ii) For the Parks' Trusts
- 18. Reports from Ward Representatives**
To receive reports from the following representatives:
 - i) Lake District National Park Authority North Distinctive Area Parishes Representative (no report submitted).
- 19. Clerk's Report**
To receive the Clerk's report.
- 20. Correspondence**
To discuss correspondence received from a member of the public

21. Minutes

- i) To receive for information the notes of the Keswick Ministries Town Liaison Forum from Thursday 16 May 2024.

Prior to consideration of the following business, the Chair will move the 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’

22. Proposal for Service Contract

To receive the report of the Clerk.

23. Events

To receive a report from the Clerk.

To: All Councillors, Police, Press

**KESWICK TOWN COUNCIL
SEVEN PRINCIPLES OF PUBLIC LIFE
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Minutes of the Annual Meeting of Keswick Town Council held in the Council Chamber, Town Hall, Keswick on Thursday 16th May 2024 at 7.00 p.m.

Present:

Chair
Councillor Louise Dunn

Councillors

Steve Harwood
Denstone Kemp
Jean Murray
Lorraine Taylor

Claire Houghton
Sally Lansbury
Rob Nelson

Chris Houghton
Benita Laphorn
Adam Paxon

Also present was Vivien Little (Town Clerk), Catherine Parker (Responsible Financial Officer), 1 member of the press, and members of the public.

1. Election of Chair (Town Mayor)

There being only one nomination it was **RESOLVED** that Councillor Louise Dunn be elected as the Chair (Town Mayor) for the ensuing year. Councillor Dunn made the statutory Declaration of Acceptance of Office.

2. Election of Deputy Chair (Deputy Mayor)

There being only one nomination it was **RESOLVED** that Councillor Rob Nelson be elected as Deputy Chair (Deputy Mayor) for the ensuing year. Councillor Nelson made a Declaration of Acceptance of Office.

3. Apologies

No apologies for absence were received.

4. Minutes

RESOLVED that the Chair be authorised to sign as a correct record the minutes of the Town Council meeting held on 18th April 2024 (pages 54-58).

5. Requests for Dispensations

The Clerk reported that no requests for dispensations had been received.

6. Declarations of Interests

No declarations of interest were made at this meeting.

7. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team. Inspector Aiston was in attendance, and answered questions from Councillors on a number of issues, including crime rates (which were considered low for Keswick), engagement within the town, what can be done regarding protestors, and traffic flow management through Borrowdale.

8. Matters to be received from the Public

A member of the public wished to speak regarding agenda item 20. He had put an request into Cumberland Council for more information regarding any plans for updating the Howrah's path, and had apparently received the information that it was in 'good condition'. It was acknowledged that it would take a lot of money to fix.

9. Matters to be raised by Councillors

Councillor Paxon stood up to apologise for his attendance, which had been poor because of long work hours, and announced that after careful consideration he intended to resign his position from the Council to ensure that someone who could commit the time represented the people of Keswick.

Councillors expressed their sadness at Councillor Paxon's decision to resign, and proposed a vote of thanks to him, for his service to the town, and especially the parks.

Councillors Laphorn reported that a suggestion that Keswick Community Housing Trust had made to the local MP, Trudy Harrison has been adopted by Homes England, and is benefiting houses in England and Wales, and that Town and Parish Council should continue to be advocates for the community.

10. Request for financial support in relation to Keswick to Ullswater bus service.

RECEIVED the report of the Clerk. Gary Lovatt, Chair of Keswick Tourism Association, was in attendance to speak regarding the request which had been made for a pledge for support.

RESOLVED that the Town Council agree to put forward a pledge for funding to a maximum of £100, with any monies required to be taken from contingency (Action – Clerk).

11. Applications for Development

i) **RESOLVED** that the following observations be submitted to the Lake District National Park Authority (Action - RFO):

Plan Ref.	Description, Location, Comments Recommendation
7/2024/2041	Alterations and conversion of existing garage to form additional habitable space 9, Ratcliffe Place, Keswick, CA12 4DZ <i>Object - we would support the basis of the alterations proposed but we object to the harsh contrast of black timber cladding against the existing white render finish to walls at the rear in this conservation area. Whilst modern designs may be acceptable in certain situations we do not consider it to be appropriate in this particular case which appears to be at odds with the recently adopted Lake District Design Code</i> OBJECT <i>(Observations submitted under delegated powers 30/04/24)</i>
7/2024/2077	Change of use to short term holiday let - Certificate of Lawfulness of Existing Use or Development The Studio, land to rear of 35 Station Road, Keswick, CA12 4NB <i>No comments required</i>
7/2024/2085	Replacement of illuminated fascia sign with new individual raised illuminated letters Co-Operative Insurance Society Ltd, James Court, Main Street, Keswick, Cumbria, CA12 5EF <i>No comments made</i> SUPPORT
7/2024/2092	Extensions & alterations 8, Brandlehow Crescent, Keswick, Cumbria, CA12 4JE <i>No comments made</i> SUPPORT

ii) **RECEIVED** an update on National Park planning decisions.

12. Mayors Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 12 April – 15 May 2024.

13. Annual Review of Standing Orders

RESOLVED that the amendments to the Standing Orders be agreed as presented.

14. Standing Committee and Working Group Members*i)* Staffing Committee

RESOLVED that the Staffing Committee comprises Councillor Dunn (Mayor, Ex-Officio), Councillor Murray (Trust Chair, Ex-Officio), Councillor Chris Houghton (Trust Vice-Chair, Ex-Officio), Councillors Claire Houghton and Taylor.

ii) Events Committee

RESOLVED that the Events Committee comprises Councillor Dunn ((Mayor, Ex-Officio), Councillors Harwood, Claire Houghton, Lansbury and Nelson.

iii) Planning Group

RESOLVED that Councillors be appointed to the Planning Group were Councillors Harwood, Chris Houghton and Taylor.

iv) Visitor Management Working Group

RESOLVED that Councillors be appointed to the Visitor Management Working Group were Councillors Claire Houghton and Lansbury.

v) Housing Working Group

RESOLVED that Councillors be appointed to the Planning Group were Councillors Harwood, Chris Houghton and Taylor.

vi) Further **RESOLVED** that members of the public be sought for Working Groups in order to gain external expertise.

15. Outside Bodies & Liaison Meetings

RESOLVED that the following Councillors be appointed as representatives on outside bodies and to attend liaison meetings

The Battersby Charity	Councillor Harwood
Keswick in Bloom	Councillor Laphorn
Keswick Community Emergency Recovery Partnership	Councillor Lansbury
Keswick Tourism Association	Councillor Chris Houghton
Keswick Youth Centre	Councillor Taylor
Keswick Fair Trade Committee	Councillor Claire Houghton
Keswick Flood Action Group	Councillor Dunn Councillor Chris Houghton
Keswick Convention Town Liaison Group	Councillor Nelson
Liaison Meetings (CALC, Lake District Partnership Parish Forum etc)	Councillor Taylor

Threlkeld Housing Association

Councillor Kemp

Sustainable Keswick

Councillor Lansbury
Councillor Taylor

16. Chairman's Allowance

RESOLVED that the Chairman's allowance in pursuance of Section 15 (5) of the Local Government Act 1972 be set as £2,000 as per the budget provision made with the normal payment arrangements to apply (Action – RFO)

17. Schedule of Meetings 2024/25

RESOLVED that the date and times of ordinary meetings of the Council for the ensuing year be fixed as follows:

SCHEDULE OF MEETINGS 2024

20th JUNE	TOWN COUNCIL MEETING 7PM
11th JULY	CHARITABLE TRUST MEETING 7PM
18th JULY	TOWN COUNCIL MEETING 7PM
15th AUGUST	TOWN COUNCIL MEETING 7PM
12th SEPTEMBER	CHARITABLE TRUST MEETING 7PM
19th SEPTEMBER	TOWN COUNCIL MEETING 7PM
17th OCTOBER	TOWN COUNCIL MEETING 7PM
14th NOVEMBER	CHARITABLE TRUST MEETING 7PM
21st NOVEMBER	TOWN COUNCIL MEETING 7PM
12th DECEMBER	TOWN COUNCIL MEETING 7PM

SCHEDULE OF MEETINGS 2025

9th JANUARY	CHARITABLE TRUST MEETING 7PM
16th JANUARY	TOWN COUNCIL MEETING 7PM
20th FEBRUARY	TOWN COUNCIL MEETING 7PM
13th MARCH	CHARITABLE TRUST MEETING 7PM
20th MARCH	TOWN COUNCIL MEETING 7PM
17th APRIL	ANNUAL PARISH 6.00PM TOWN COUNCIL MEETING 7PM
15th MAY	ANNUAL COUNCIL MEETING 7PM
22nd MAY	ANNUAL TRUST MEETING 7PM

18. Schedule of Charges

Consideration was given to the report of the Responsible Financial Officer.

RESOLVED that all charges remain as they are for 2024/25.

19. Town Council Insurance Renewal/Review

Consideration was given to the report from the Responsible Financial Officer.

RESOLVED that;

- i) The report of the Responsible Financial Officer be received; and
- ii) The RFO to request that Debt Recovery and Contract Disputes cover be added to the cover for 2024/25 (Action – RFO).

20. Clerk's Report

RECEIVED the report from the Clerk.

RESOLVED that Councillor Harwood use his contact at Cumberland Council to try and get in touch with the Road Engineers and try and find out what technical solution could be sought; and

The Clerk and Mayor write to the Lake District Foundation, Fix the Fells, Cumberland, Friends of the Lake District and Above Derwent Parish Council in order to try and find a flood resilient solution for the long term. (Action – Clerk and Councillor Dunn).

21. Payment of Accounts

RESOLVED that the accounts for May 2024 as approved by the Inspection Committee be authorised for payment for

- i) The Town Council, vouchers 13- 42, amounting to £73, 806.37 (seventy three thousand eight hundred and six pounds and thirty seven pence)
- ii) The Trusts, vouchers HP10 – FP22, amounting to £59, 399.24 (fifty nine thousand, three hundred and ninety nine pounds and twenty four pence) (Action – RFO).

22. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Cumberland Council – Councillor Campbell-Savours informed Councillors about the work of the Keswick Transport Study, and how the various workstreams were not necessarily progressing, especially in relation to the Back Streets track. He requested that if anyone felt strongly about the lack of progress to send any comment to Councillor Campbell-Savours. (Action – Clerk to send Councillors a copy of the non-technical summary and report to the Keswick Transport Study).
- ii) Lake District National Park Authority North Distinctive Area Parishes Representative - **RECEIVED** the report of the LDNPA North Distinctive Area Parishes Representative.

23. Correspondence

RECEIVED for information a letter from the Lake District National Park Authority.

RESOLVED that Councillor Dunn draft a letter to the Chair of the Lake District National Park Authority, inviting them to a meeting to discuss matters on the letter (Action – Councillor Dunn and Clerk).

24. Policies for adoption

RESOLVED that the Health and Safety Statement be approved (Action – Clerk).

25. Meeting attendance for 2024/25

RECEIVED the report of the Clerk.

The meeting closed at 9.05 p.m.

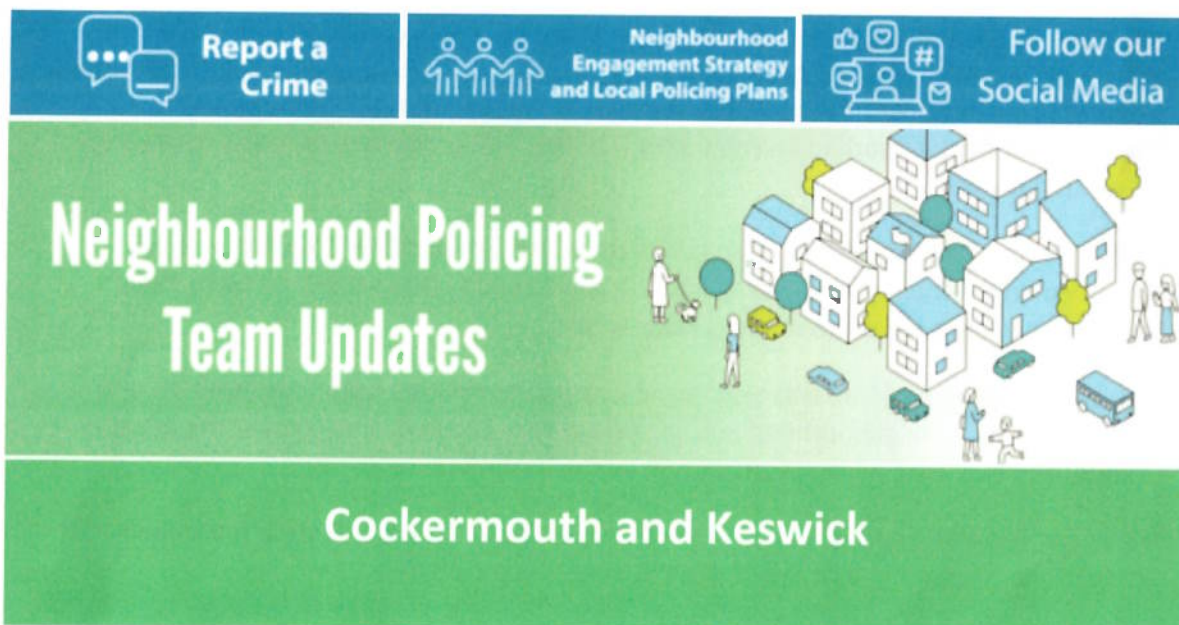
Chair

Date

Ania Mlynczak

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 15 May 2024 16:03
To: Ania Mlynczak
Subject: April & May 2024 - Cockerthmouth and Keswick

[View in browser](#)



In this months newsletter you will see we have listed the upcoming police desks being held at Keswick library by PCSO Megan Jones.

We also cover the results from the Police and Communities Together (PACT) survey for Cockerthmouth below and the issues that you have raised to us.

You can find out upcoming meetings, who your local officers are and our priorities here - [Your area | Cumbria Police](#)



Inspector Pete Aiston

Police desks

PCSO Megan Jones is holding the following police desks at Keswick Library

- Wednesday 12th June 10am-11am
- Tuesday 23rd July 2pm-3pm
- Tuesday 20th August 2-3pm

- Wednesday 25th September 10am-11am
- Tuesday 8th October 10am-11am
- Tuesday 12th November 10am-11am

PACT (Police And Communities Together) survey results - Cockermouth

We recently conducted a recent survey in relation to the Cockermouth area.

The data has been analysed and several issues have been identified.

Residents in Great Broughton and Broughton Moor have reported road safety issues in their area. We have recently been conducting speed checks in the area and have identified areas of further concern. These will be raised with our partners in the Cumberland Highways for further work to be conducted. Officers will continue to address road safety issues in the area.

Residents of Cockermouth have also raised issues with road safety. These have been identified on the main roads leading into the town centre. Officers will be conducting speed checks on these roads in the coming weeks.

Anti-social Behaviour (ASB) was also raised as a concern within both Cockermouth and Broughton areas. Neighbourhood policing officers are regularly patrolling these areas to identify and deal with perpetrators of ASB and will continue to do so.

If you are experiencing any issues with ASB, please make sure this is reported to police to enable us to respond and deal with such incidents appropriately.

Our local officers will continue to address these issues and respond to crime and disorder in your area and encourage the local community to continue to report any incidents.

We will be conducting a further survey in three months time.

Please continue to report any incidents of crime or anti-social behaviour.

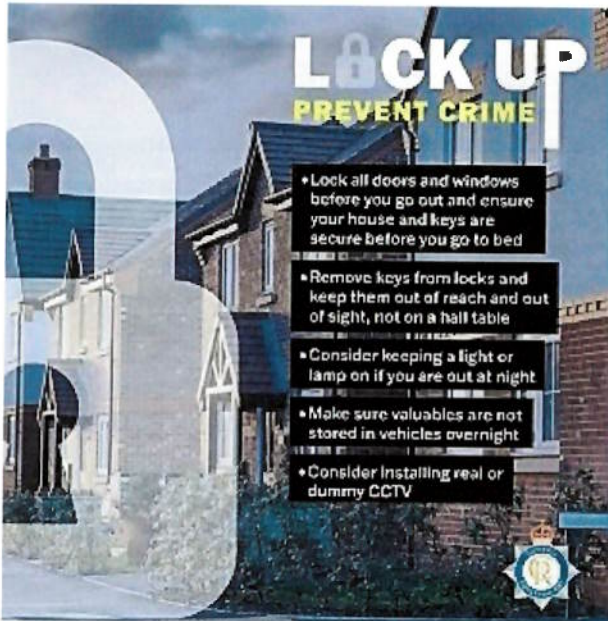
You can report online at <https://orlo.uk/IVvtT>

Our online live chat function is a new service giving you an alternative way to communicate with a Police officer in real time.

If a crime is in progress always call 999.

You can also phone 101.

Alternatively, you can contact Crimestoppers anonymously on 0800 555 111.



Got information?

- Report online at <https://orlo.uk/AI31m>
- Phone 101
- Dial 999 in an emergency
- You can contact Crimestoppers anonymously on 0800 555 111

Knife Crime Awareness week

On Monday 13 May, in support of a national week-long knife crime campaign PCSO Clare Parker visited All Saints School in Cockermouth to deliver a talk on Knife Crime to some of the students.

PCSO Parker the following day visited Cockermouth school to conduct a further two talks to the year 7 and 8 students.

Officers will also be carrying out test purchasing operation as part of the week long campaign.

The students had lots of questions to ask and learnt about the consequences of carry knives.

Delivering these really important topics gives the students the opportunity to become more aware.

Lets stop Knife Crime.

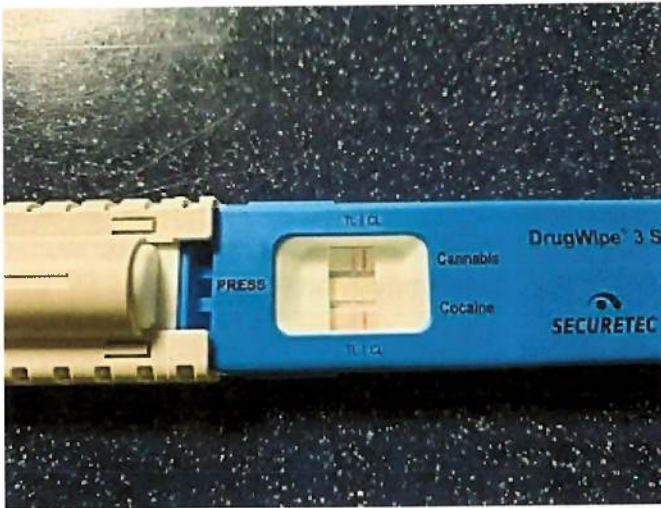
Raising awareness and educating young people can help to reduce knife crime.

You can read more about the week-long campaign here - [Op Sceptre: Officers visiting schools to educate young on dangers of knives - Cumbria Constabulary](#)

Proactive stop search leads to arrest

On 10 May, PC Shona Pattinson has been on patrol in Cockermouth.

A 38-year-old man from Cockermouth was searched under the misuse of drugs act, and a quantity of drugs have now been taken off the streets. The man is now under investigation.



Man arrested

On 2 May, PC Shona Pattinson and PC Dawn Lowerson arrested a man on suspicion of driving a vehicle whilst a proportion of a specified controlled drug above the specified limit.

He remains under investigation.

His vehicle was seized, as there was no insurance, no tax and no MOT.

Coffee morning visit

PCSO Clare Parker joined some of the residents at Victoria Court for their coffee morning meet up on 1 May.

One of the attendees brought their guitar along, everyone enjoyed a lovely sing along. It was nice to have a chat and a catch up.

Thank you for making me feel so welcome.



Evening patrols in Silloth and Aspatria

On 27 April, we carried out targeted patrols in the Silloth and Aspatria areas.

The targeted patrols have resulted in the following:

- One male arrested for a domestic related offence.
- One male arrested for driving over the prescribed limit for cocaine along with being reported for possessing a class A drug and driving without correct insurance.

Numerous vehicles were stopped and persons spoken to regarding document offences and vehicle defects. Persons were dealt with via words of advice and tickets issued where deemed necessary.

A number of breath tests and drug wipe procedures were also conducted throughout the shift, in which thankfully only one person was arrested as per the above.



School pick up and drop off

As you all know drop-off and pick-up times at schools are busy and we continue to receive concerns in relation to parking at schools in the Allerdale area.

Officers where possible are conducting patrols in the area of the schools around the busy times and are liaising with staff at the schools in relation to the issues.

Parking restrictions outside schools are there to keep you and your children safe. Parking inconsiderately can put people in danger and you also risk being fined.

When dropping off or picking up children at schools, you should do the following,

- Allow yourself plenty of time as the area is likely to be busy
- Do not park on yellow zig zag lines
- If you decide to park further away, please be considerate of local residents and avoid blocking driveways or accessways.



Farm visits and crime prevention advice

On 8 May, PCSO Megan Jones has been on patrol in Borrowdale and Buttermere areas. Visiting farms and speaking about rural crime and engaging with the rural community. She also spoke with visitors to the area about not leaving valuables in their vehicles and parking considerately.

Make sure you are following the Rural Crime Team on Facebook [here](#) for where the team highlight issues, incidents and advice to keep our rural communities safe.



As parents or carers, you may be used to seeing changes in behaviour in children as they develop different interests, become more mature or form new friendship groups.

This is often a perfectly normal sign of kids growing up.

But sometimes a change in behaviour can be a sign that something isn't right in a child's life. **Read more here** - [Do you know the signs if your child is being exploited?? | Cumbria Police](#)

StreetSafe is a service that allows you to report safety concerns in public places without giving us your name.

This includes issues like poorly lit streets, abandoned buildings, or vandalism, as well as instances where you feel unsafe due to someone following or verbally abusing you.

Report an issue here: [StreetSafe | Cumbria Police](#)



Join Us!

Have you ever thought about being a police officer, special constable, PCSO or staff member?

Could you be make a real difference to people in Cumbria and help keep them safe?

Recruitment is open now. We are looking for enthusiastic and dedicated people to apply now to join our teams.



For more information on the role of a police officer and the numerous entry routes, please visit www.cumbria.police.uk/careers.

Independent Advisory Group (IAG) Cumbria Police

Cumbria Constabulary are now recruiting for Independent Advisory Group (IAG) members from all communities that live and work within Cumbria. This is an exciting opportunity to contribute towards improving policing and wider service delivery throughout Cumbria.



This is a voluntary role and we welcome applications from all members of communities within Cumbria to contribute to providing, constructive and impartial advice that will enhance our service delivery.

To apply fill out the form here: [Apply to join an Independent Advisory Group \(IAG\) | Cumbria Police](#)

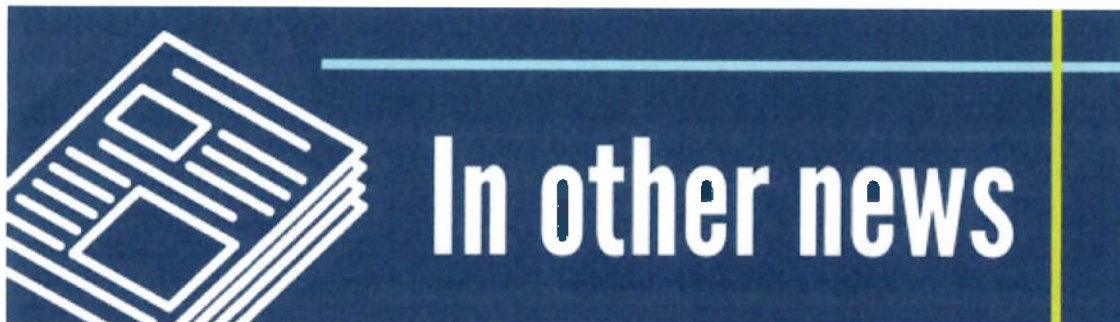
Your local officers

Want to know who your local officers are?

Simply go to our website - www.cumbria.police.uk

Scroll down the home page and you can browse different areas to see who your local team are - or enter your postcode.

Not only will you be able to find out who your named local officers and PCSOs are, you will also be able to view our local policing priorities and details of any meetings or events we will be attending.



Operation Checkpoint: Vehicles stops, searches and an arrest

An operation which sees police forces working together to prevent and target rural crime was held last week.

Operation Checkpoint was held on Wednesday 1 May as part of a wider week of action targeting rural crime.

The operation seen officers from Cumbria, Northumbria, Durham, Cleveland, North Yorkshire and Police Scotland proactively stopping vehicles and carrying out routine checks.

Officers in Cumbria assisted from multiple departments including the Rural Crime Team, Roads Policing Unit, Roads Crime Unit, Dog Unit, Neighbourhood Policing Teams, Response officers, Special Constabulary and Intelligence.

The operation was also support by eleven Rural Crime Volunteers supporting the eastern border

In Cumbria officers stopped 68 vehicles, which resulted in:

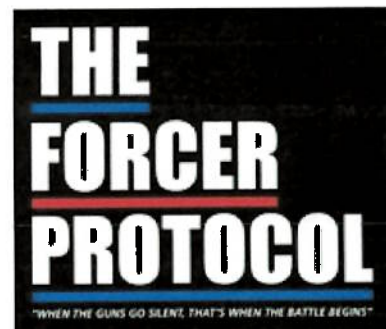
- Nine vehicle searches
- Two vehicles seized
- Seven people searched
- Two traffic offence reports submitted
- Two property seizures
- A 41-year-old man from Worchester was arrested on suspicion of driving a motor vehicle with a proportion of a specified controlled drug above the specified limit. He was released on bail.

Read more [here](#).

Cumbria Constabulary adopt the Forcer Protocol

Cumbria Constabulary is pleased to announce that the force is adopting a ground-breaking initiative which aims to prevent missing veterans coming to harm.

The Forcer Protocol is a tool used by the police to ensure key information is available to them when they are searching for service veterans who are lost or have gone missing when they return home.



The protocol gives police access to veterans' details such as any key vulnerabilities or any known-risk factors, and where they have been found if they went missing before.

Veterans or their families have to give consent to those details being shared first.

The protocol has been developed by founder Claire Lilly and is named after her former husband Alan Forcer, who joined the military aged 16 and served in Northern Ireland and Kosovo. Alan took his own life after going missing in May 2020. **Read more [here](#).**

More than 80 drink and drug drivers arrested in April 'Fatal Four' operation

Cumbria Police joined a national road safety campaign which took place throughout April, targeting the 'Fatal Four' traffic offences which are so commonly a factor in serious and deadly road traffic collisions.

Speeding, using a mobile phone at the wheel, not wearing a seatbelt and driving under the influence of drink and/or drugs make up the Fatal Four.

Officers, including from the county's dedicated Roads Policing Unit (RPU), target these offences 365 days a year, including through use of statistics and analytics which identify hotspot locations for KSI (killed and serious injury) collisions in the county.

Highlights of the April operation include:

- 89 drivers arrested for being over the limit
 - 57 for drug driving
 - 32 for drink driving
- 30 Traffic Offence Reports for using mobile phone whilst driving
- 14 for seat belt offences
- 2,672 speeding offences (via the Safety Camera Van and police officers)

Read more [here](#).



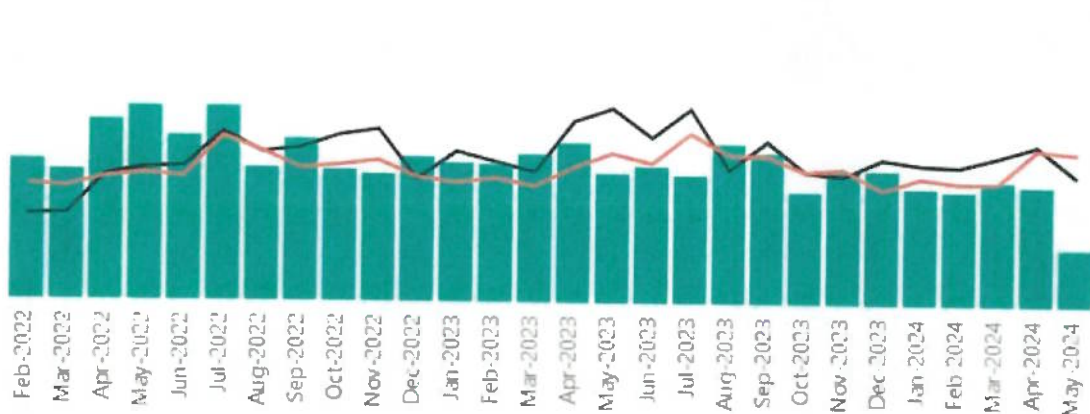
Crime Figures

Further information can be found on [Police.Uk](#)
Click here to visit the website

Please note the data contained on Police.uk is not live time

OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	8	19	-11	-57.9%
Burglary	3	1	2	200.0%
Drug offences	3	1	2	200.0%
Miscellaneous Crimes Against Society	1	1	0	0.0%
Possession of weapons offences	0	1	-1	-100.0%
Public order offences	8	14	-6	-42.9%
Robbery	0	0	0	0.0%
Sexual offences	7	7	0	0.0%
Theft offences	16	17	-1	-5.9%
Vehicle Offences	1	1	0	0.0%
Violence against the person	35	48	-13	-27.1%
Total	82	110	-28	-25.5%

● Month Total ● Previous Year ● Average Previous 3 Years



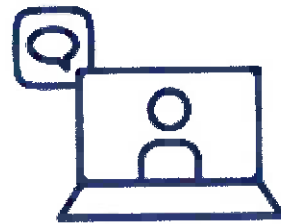
Please report any incidents of crime or anti-social behaviour to us, to help us keep Cumbria safe.

If a crime is in progress always call 999.

You can report online at
<https://www.cumbria.police.uk/report-it>

Our online Live Chat function is a new service giving you an alternative way to communicate with a Police Officer in real time. [More here.](#)

You can also phone on 101.
Alternatively you can contact Crimestoppers, anonymously, on 0800 555 111.



**Stay Connected -
Sign up to our other
area newsletters**



Please consider taking two minutes to let us know what you think of your local area newsletter.



Your feedback helps us to ensure we are providing information that you find useful and interesting about policing in your area.





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Planning Applications received between 10/05/2024 - 13/06/2024

Plan ref	Reply by	Location	Description of Proposed Development
T/2024/0096	N/A	Beetholm, Southey Hill, Keswick, CA12 5ND	Fell 1x Chestnut tree - 5 day notice
7/2024/2098	N/A	Denton House, Penrith Road, Keswick, CA12 4JW	Approval of details reserved by condition no. 3 (construction environmental management plan) on planning permission 7/2023/2199 (proposed extension to detached annexed building to provide self-catering kitchen and dining and additional shower-facilities.
7/2024/2099	01-Jul-24	12, Crosthwaite Gardens, Keswick, CA12 5QF	Ground floor extension to rear, first floor extension including raising ridge height, demolition of existing garage & porch with replacement garage, solar panels included to rear of dwelling of garage roof
7/2024/2102	12-Jun-24	Greta Lodge, Southey Hill, Keswick, CA12 5ND	Replacement of existing timber sash and casement windows with uPVC windows in 'heritage' Georgina styles reproducing the appearance of the existing windows in keeping with the setting in Keswick Conservation Area
7/2024/2115	11-Jul-24	26, Wordsworth Street, Keswick, CA12 4BZ	Single storey rear extension, external alterations and installation of glazed canopy to rear
<p>NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing, or by email to: townclerk@keswicktowncouncil.gov.uk prior to the meeting regarding any of the planning applications on this sheet.</p>			

Decisions Received from LDNPA

Planning Decisions Received between 10/05/2024 & 13/06/2024

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2024/2044	February-24	21, Manesty View, Keswick	CA12 4JF	Two-storey extensions, alterations to roof, raised patio and privacy screening - variation of condition 2 (plans) of planning permission 7/2023/2057 to amend design of front elevation first floor central window.	OBJECT	GRANTED		
7/2024/2041	March-24	9, Ratcliffe Place, Keswick,	CA12 4DZ	Alterations and conversion of existing garage to form additional habitable space	OBJECT	GRANTED		
7/2024/2049	February-24	Town Head House, 25 St Johns Street, Keswick	CA12 5AE	Proposed glass infill extension to connect existing house and outbuildings and internal alterations to outbuildings	OBJECT	REFUSED		
7/2024/2054	Mar-24	25, Rose Terrace, Keswick	CA12 4HD	Small kitchen extension 1.74m x 1.84m	SUPPORT	GRANTED		
7/2024/2059	Mar-24	37, Eskin Street, Keswick	CA12 4DG	Change of use from a guest house to a flexible use as a) a guest house with owner's accommodation or b) holiday letting accommodation c) a dwellinghouse to be used as an only or principal home	SUPPORT/OBJECT	GRANTED		
7/2024/2064	Mar-24	Westcombe, Manor Brow, Keswick	CA12 4AP	Demolition of existing conservatory, garage and carport. Construction of new sunroom, office, utility and porch	SUPPORT	GRANTED		
7/2024/2077	April-24	The Studio, land to rear of 35 Station Road, Keswick	CA12 4NB	Change of use to short term holiday let	No comments required	Certificate of Lawfulness Granted		

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 20TH JUNE 2024

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 16th May 2024 – 13th June 2024

Friday 17 May	Attended official opening of Keswick Mountain Festival
Thursday 23 May	Chaired Staffing Committee meeting at KTC
Saturday 1 June	Attended the Keswick Amateur Operatic Society (KAOS) production of 'The Sound of Music', held at the Theatre by the Lake
Wednesday 5 June	Attended meeting with Julia Aglionby (Lib Dem Candidate for local MP in general election) to discuss the closure of Keswick Pool and efforts being made to re-open it
Thursday 6 June	Attended the Keswick commemoration event for the 80th Anniversary of DDay

TOWN AND PARISH COUNCIL INTERNAL AUDIT TESTING

KESWICK TOWN COUNCIL

INTERNAL AUDIT REPORT

RFO: CATHERINE PARKER

AUDIT: 10th – 11th JUNE 2024

YEAR ENDING: 31st MARCH 2024

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
PROPER BOOKKEEPING	Is the cashbook maintained and up to date?	The Council operates the SAGE accounting system and transactions are updated on a regular basis – payments are normally made by internet banking which can only be processed by a file transfer from the SAGE system.	
	Is the cashbook arithmetically correct?	Yes	
	Is the cashbook regularly balanced?	The SAGE system is double entry and self-balancing.	
A) STANDING ORDERS AND FINANCIAL REGULATIONS ADOPTED AND APPLIED; AND B) PAYMENTS CONTROLS	Has the council formally adopted standing orders and financial regulations?	Yes – Financial Regulations and Standing Orders were reviewed at the April and May 2023 meetings respectively.	

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
	Has a Responsible financial officer been appointed with specific duties?	Yes – Catherine Parker. A comprehensive job description for her role has been drawn up.	
	Have items or services above the de minimus amount been competitively purchased?	Standing Orders require quotations to be sought for expenditure between £5,000 and £25,000 and 3 estimates to be sought for items between £2,000 and £5,000.	
	Are payments in the cashbook supported by invoices, authorised and minuted?	Yes – comprehensive schedules are presented to the Council each month, for both the Town Council and the Trust accounts.	
	Has VAT on payments been identified, recorded and reclaimed?	Yes – reports from SAGE for all accounts are used to complete the online return to HMRC. These include VAT from the Trust accounts so VAT on income is also recorded and paid over.	
	Is s137 expenditure separately recorded and within statutory limits?	Grants totalling £19,146 to 12 organisations are recorded separately in the accounts.	
RISK MANAGEMENT ARRANGEMENTS	Does a review of the minutes identify any unusual financial activity?	No unusual activity seen.	

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
	<p>Do minutes record the council carrying out an annual risk assessment?</p>	<p>A comprehensive Risk Management Assessment was prepared and adopted at the 15th February 2024 meeting of the Town Council.</p> <p>Separate inspections of play and other equipment are undertaken by Zurich and RoSPA but are the responsibility of the two Trusts. More regular inspection sheets are in place for use by staff for MUGA, play equipment, vehicles and general open spaces.</p> <p>In addition the Council is considering entering into a 5 year contract with Worknest to manage Human Resources and Health & Safety issues on it's behalf.</p>	
<p>Is insurance cover appropriate and adequate?</p>	<p>A comprehensive policy was in place with Zurich for the year ended 13th May 2024 at a premium cost of £13,462. This includes property of the two Trusts. Cover includes Public Liability £15m, Employers liability £10m, Fidelity Guarantee £1m, Hirers' Liability £2m, Libel & Slander £250k, Money £250k, Legal Expenses £200k. Also cover for vehicles that are recharged to Hope Park Trust.</p>		
<p>Are internal financial controls documented and regularly reviewed?</p>	<p>These are detailed in Financial Regulations. In addition copy bank reconciliations are sent to the Clerk and a nominated Councillor each month. The annual review of the Effectiveness of Internal Financial Controls was approved by the Council at the March 2024 meeting.</p>		

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
BUDGETARY CONTROLS	Has the council prepared an annual budget in support of its precept?	Yes – a detailed budget for 2024/25 was considered at the 18 th January 2024 meeting and a precept of £349,627 was set, compared to one of £328,245 for 2023/24 – an increase of 6.5%.	
Is actual expenditure against the budget regularly reported to the council?	Yes – reports prepared and presented to Council quarterly at April, July, October and January meetings.		
Are there any significant unexplained variances from budget?	No significant variances.		
Are reserves adequate or excessive?	<p>The Town Council has year end reserves that are 90% of its annual expenditure. The following earmarked reserves and funds totalling £23,600 have been agreed:</p> <ul style="list-style-type: none"> • Local Housing £200 • Elections £5,000 • Office & Council Chamber £2,000 • Equipment £3,000 • Professional advice £4,000 • CCTV - PCC £6,400 • War memorial £3,000 <p>In addition reserves are earmarked for the War Memorial Fund (£869) and the Events Fund (£35,615).</p>		

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
INCOME CONTROLS	Is income properly recorded and promptly banked?	<p>Yes – at the May 2023 meeting the Schedule of Charges was agreed with no changes.</p> <p>The Council also received rent from Allerdale Borough Council for Walker Park but there is only an informal agreement in place for this. There were plans to produce a formal lease but this will now have to be taken up with the Cumberland Council.</p>	
	Does the precept recorded agree to the Council Tax authority's notification?	Yes – the precept was received in two instalments in line with notifications received from Cumberland Council and the Statement of Precept.	
	Are security controls over cash and near-cash adequate and effective?	Yes – very little cash income, but the Council has a safe and most income is banked on receipt.	
PETTY CASH PROCEDURES	Is all petty cash spent recorded and supported by VAT invoices/receipts?	The petty cash account was closed during the year following the closure of the local branch of Barclays Bank.	
	Is petty cash expenditure reported to each council meeting?	Not applicable	
	Is petty cash reimbursement carried out regularly?	Not applicable	

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
PAYROLL CONTROLS	Do all employees have contracts of employment with clear terms and conditions?	Yes	
	Do salaries paid agree with those approved by the council?	Yes. Any changes are communicated to the payroll provider.	
	Are other payments to employees reasonable and approved by the council?	No other payments to staff seen with the exception of expenses reimbursements.	
	Have PAYE/NIC been properly operated by the council as an employer?	Payroll operated during the year by Cumbria Payroll Services Ltd.	
ASSET CONTROLS	Does the council maintain a register of all material assets owned or in its care?	Yes – on a spreadsheet. This was considered at the April 2024 meeting with a total value at 31 st March 2024 of £71,219. This is mainly office equipment, CCTV cameras and chains of office as all play equipment as property in Parks are covered by Trust accounts. Chains of office covered in a members home provided they take reasonable precautions and inform their own insurers. (email from Zurich dated 15-02-2018 seen).	

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
	<p>Are the assets and Investments registers up to date?</p> <p>Do asset insurance valuations agree with those in the asset register?</p>	<p>Yes – includes the addition of a number of items during the year such as office desks and chairs and office blinds. Disposals include similar items.</p> <p>Yes.</p>	
BANK RECONCILIATION	<p>Is there a bank reconciliation for each account?</p> <p>Is a bank reconciliation carried out regularly and in a timely fashion?</p> <p>Are there any unexplained balancing entries in any reconciliation?</p>	<p>Yes.</p> <p>Yes – on receipt of bank statements.</p> <p>No.</p>	
	<p>Is the value of investments held summarised on the reconciliation?</p>	<p>Yes.</p>	
YEAR-END PROCEDURES	<p>Are year end accounts prepared on the correct accounting basis (Receipts and Payments or Income and Expenditure)?</p>	<p>Accounts are produced on an Income and Expenditure basis by Frances Clark ACA of Keswick Accountants.</p>	

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
	Do accounts agree with the cashbook?	Yes – reconciliation seen.	
	Is there an audit trail from underlying financial records to the accounts?	Yes – clear working papers prepared by a local accountant seen.	
	Where appropriate, have debtors and creditors been properly recorded?	Yes – details seen.	
OTHER ISSUES	Is the Council registered with the Information Commissioner?	Yes – registration number Z9451946 expiring 25 th April 2025.	
	What arrangements does the Council have for the back up of computer files?	Cloud backup with One Drive and Microsoft 365.	
	Does the Council have responsibility for any Trust Funds? If so, are they independently examined?	The Town Councillors are trustees of the Townfield, Hope Park and Fitz Park Charitable Trusts (registered charity numbers 520295, 503465 and 520327 respectively). The trust accounts are administered by the Council and maintained on the SAGE system and a considerable number of recharges for payroll and administration are made between the various accounts. In addition the Council recovers VAT on behalf of expenditure incurred by the Trusts.	

INTERNAL CONTROL	RECOMMENDED TESTING	FINDINGS	RECOMMENDATIONS
		<p>Both the Hope and Fitz Park accounts are independently examined by Frances Clark ACA of Keswick Accountants and the accounts for the year ended 31st March 2023 were reviewed.</p>	

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

KESWICK TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Agreed		Yes* means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

www.keswicktowncouncil.gov.uk

ALSO AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2023/24 for

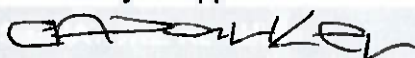
KESWICK TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	253,867	231,004	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	307,054	328,245	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	40,762	43,614	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	65,094	67,451	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	305,585	306,971	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	231,004	228,442	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	238,714	217,620	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	67,643	71,219	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0		The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)	✓			The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)	✓			The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date 13/06/2024

I confirm that these Accounting Statements were approved by this authority on this date:

20/06/2024

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

KESWICK TOWN COUNCIL

**STATEMENT OF ACCOUNTS FOR
THE YEAR ENDED
31 MARCH 2024**

Vivien Little
Council Offices
50 Main Street
Keswick
Cumbria
CA12 5JS

Keswick Town Council
Annual Statement of Accounts
Year Ended 31 March 2024

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Keswick Town Council
General Fund
Income and Expenditure Accounts
Year Ended 31 March 2024

		Year Ended 31 March 2024	Year Ended 31 March 2023
General Income			
Precept (including local council tax support grant)		328,245	307,055
Fitz Park Grant from Allerdale Borough Council		20,000	20,000
Bank Interest - Business Premium Account		42	23
Bank Interest - CCLA		2,554	-
Bank Interest - Unity		936	-
Walker Park Rents		14,130	14,130
Battersby Charity - CCTV Cameras Moot Hall		-	-
K2T Toilets Contribution		539	1,000
Christmas Lights Contribution		2,020	200
Memorial Seat Donation		-	742
Allotment Income		603	597
Total General Income		369,069	343,747
Expenditure			
Administration, Salaries, NIC, SA & Costs	Page 2	84,717	80,053
Grants Paid	Page 3	19,146	18,000
Christmas Lighting		30,914	36,429
Town Floral Displays		507	578
Town Mayor's Allowance		2,000	2,000
Contingency	Page 4	4,000	5,000
War Memorial	Page 4	1,523	1,495
Townfield Grant		2,803	800
Open Spaces		1,000	1,000
Grant to Fitz Park Trust		193,574	180,267
K2T Toilets Contribution		1,829	1,240
Memorial Seat Expenditure		392	110
CCTV Maintenance - Moot Hall		3,600	3,000
Audit Fee		2,065	1,865
Advertising		207	206
Town Events / Celebrations		6,923	13,614
Allotment Expenses		204	496
Annual Parish Meeting		2,434	367
General Reserves Expenditure		-	14,489
Total General Expenditure		357,838	361,009
General Income less Expenditure		11,231	(17,262)
Reserves Brought Forward		165,481	179,481
Transfers (to)/from Funds		(8,756)	3,261
General Fund Reserves Carry Forward		167,956	165,481

Keswick Town Council
General Administration Costs
Year Ended 31 March 2024

	Year Ended 31 March 2024	Year Ended 31 March 2023
Income		
Photocopying	1	15
Council Chamber Hire	240	30
Total Income	<u>241</u>	<u>45</u>
Expenditure		
Salaries, National insurance and Pension	112,421	108,493
Pension to Former Employee	1,566	1,093
Staff Expenses	167	178
Payroll Outsource Costs	428	316
Rent	7,100	7,100
Building Service Costs	7,820	6,870
Insurance	890	861
Repairs	646	15
Subscriptions	1,069	940
Stationery and Printing	686	869
Postage	320	432
Photocopier Lease and Charges	1,653	1,719
Computer Maintenance	3,353	2,518
Website and Internet Costs	1,161	609
Telephone	1,195	456
Health and Safety	15	30
Office Equipment and Fittings	120	200
Council Chamber Expenditure	28	29
Conferences / Training	800	740
Total Expenditure	<u>141,438</u>	<u>133,468</u>
Net Expenditure	141,197	133,423
Allocated to:		
General Fund 60%	60% 84,717	80,053
Hope Park 20%	20% 28,239	26,685
Fitz Park 20 %	20% 28,239	26,685
	<u>141,197</u>	<u>133,423</u>

Keswick Town Council
Grants and S137 Payments
Year Ended 31 March 2024

	Year Ended 31 March 2024	Year Ended 31 March 2023
Grants		
Theatre by The Lake Youth Work	2,000	2,500
1st Keswick Scout Group	2,000	1,500
Keswick Community Emergency Recovery Partnership	5,825	5,825
Keswick Youth Centre Services	3,605	1,667
Great North Air Ambulance	-	1,000
Keswick in Bloom	2,750	-
Citizens Advice Allerdale	500	500
Two's Company	-	500
Rotary Club Winter Warmth	(638)	800
St Herberts School	1,391	600
Keswick St John PCC	-	2,454
Keswick Swifts	250	-
Keswick and District First Responders	-	120
Grant Underspend	563	534
Crosthwaite Church	325	-
Keswick Cricket Club	500	-
Threlkeld Housing	75	-
Total Grants Other Powers	19,146	18,000

**Keswick Town Council
War Memorial and Contingency Spending
Year Ended 31 March 2024**

WAR MEMORIAL

	Year Ended 31 March 2024	Year Ended 31 March 2023
Income		
Grant from Keswick Town Council	1,523	1,495
Interest	10	5
Total Income	<u>1,533</u>	<u>1,500</u>
Expenditure		
Insurance	723	695
Maintenance and Floral Displays	800	800
Total Expenditure	<u>1,523</u>	<u>1,495</u>
Surplus / (Deficit)	10	5
Balance brought forward	859	854
Total Fund Balance	<u>869</u>	<u>859</u>

CONTINGENCY SPENDING

	Year Ended 31 March 2024	Year Ended 31 March 2023
Contingency Spending		
Hedgehog Highway	-	158
K2T Toilets	-	3,969
PCC CCTV Charge	-	478
Christmas Card Sponsorship	350	300
Busker sign	-	95
RDC Support Renewal	213	-
Post Box to Heaven	270	-
Professional Fees - merging Townsfield	2,600	-
Professional Fees - DofE & Walker Park	567	-
	<u>4,000</u>	<u>5,000</u>

Keswick Town Council
Keswick Town Council Events Fund & Christmas Lights Fund
Year Ended 31 March 2024

EVENTS FUND

	31 March 2024	31 March 2023
Income		
Other Events Income	2,538	4,024
Total Income	<u>2,538</u>	<u>4,024</u>
Expenditure		
Events Coordinator	-	-
Events Fund Expenditure	5,909	-
Total Expenditure	<u>5,909</u>	<u>-</u>
Surplus / (Deficit)	(3,371)	4,024
Balance brought forward	38,255	35,445
Transfer to General Reserves to cover cost of lights	(1,960)	(4,080)
Transfer from General Reserves of underspend	2,691	2,866
Total Fund Balance	<u>35,615</u>	<u>38,255</u>

CHRISTMAS LIGHTS FUND

	Year Ended 31 March 2024	Year Ended 31 March 2023
Income		
Total Income	<u>-</u>	<u>-</u>
Expenditure	2,553	-
Total Expenditure	<u>2,553</u>	<u>-</u>
Surplus / (Deficit)	(2,553)	-
Balance brought forward	2,955	5,002
Transfer to General Reserves to cover cost of lights		(2,047)
Total Fund Balance	<u>402</u>	<u>2,955</u>

**Keswick Town Council
Earmarked Funds
Year Ended 31 March 2024**

Earmarked Funds

	Year Ended 31 March 2024	Year Ended 31 March 2023
Income		
Total Income	-	-
Expenditure		
Total Expenditure	7,881	9,629
Surplus / (Deficit)	(7,881)	(9,629)
Balance brought forward	23,456	33,085
Transfer (to) from General Reserves of Earmarked	8,025	
Total Fund Balance	<u>23,600</u>	<u>23,456</u>
<u>Earmarked Funds Breakdown</u>		
Local Housing	200	3,200
Elections	5,000	-
Office and Council Chamber	2,000	4,371
Equipment	3,000	2,891
Professional Advice	4,000	3,594
War Memorial	3,000	3,000
CCTV - PCC	6,400	6,400
Total Earmarked Funds	<u>23,600</u>	<u>23,456</u>

**Keswick Town Council
Balance Sheet
31 March 2024**

	31 March 2024	31 March 2023
Current Assets		
Debtors	160	18
Prepayments	1,607	1,206
VAT	21,365	8,694
Hope Park Loan Account	30,327	29,632
Town Council Current and Saver Accounts	15,992	237,804
CCLA Public Sector Deposit Fund	100,000	-
KTC Unity Trust	100,936	-
War Memorial Account	870	859
Barclay Card	(178)	-
Petty Cash	-	50
Total Current Assets	271,079	278,263
Current Liabilities		
Creditors	8,067	9,153
Accruals	7,250	10,826
Salary Control Account	-	103
Fitz Park Loan Account	25,720	25,576
Townsfield	1,600	1,600
Total Current Liabilities	42,637	47,258
Net Current Assets	228,442	231,005
Represented By		
Town Council General Reserve	Page 1 167,956	165,480
War Memorial Fund	Page 4 869	859
Events Fund	Page 5 35,615	38,255
Christmas Lights	Page 5 402	2,955
Earmarked Funds	Page 6 23,600	23,456
	228,442	231,005

The above statement represents fairly the financial position of the authority as at 31 March 2024 and reflects its income and expenditure during the year.

Approved By Council

Minute Ref _____

Date _____

Chairman _____

Town Clerk _____

Keswick Town Council
Supporting Statements to the Accounts
Year Ended 31 March 2024

1) Assets

During the year the following assets were purchased at the cost shown:-

	£
Essentials Mini Fridge	120
Ergonomic Office Chair	549
Ergonomic Office Chair	549
Electric sit stand desk	725
Kardo dual monitor arm	198
Q connect felt frame noticeboard	63
Q connect felt frame noticeboard	74
First single desk with 3 drawer pedestal	335
Circular white radial leg table 1200mm	228
Teknik 1500Blk black fabric chairs	460
Jemini 2door storage cupboard	470
Floor standing screen	149
Office blinds x 5	442
	<u>4,362</u>

The cost of these are included in the accounts as follows

Office Equipment	120
Earmarked Reserves	3600
Accruals	200
Repairs & Upgrades	442
	<u>4,362</u>

During the year the following assets were disposed of:-

	£
White Roller Blind for Office door	12
Desk	251
Chairs	76
Fridge	92
Blinds	114
Chairs x 3	241
	<u>786</u>

At 31 March 2024 the following assets (at cost price) were held:-

	£
Office Equipment	5,338
Office Furniture	7,721
Council Chamber Furniture	2,255
Other Fixed Assets	23,998
Mayoral Chains of Office	31,500
Deputy Mayors Chains of Office	407
	<u>71,219</u>

Community Assets	£
War Memorial - nominal value	1

Keswick Town Council
Supporting Statements to the Accounts
Year Ended 31 March 2024

2) Borrowings

As at the close of business on 31 March 2024 the Council had no loans outstanding.

3) Leases

At the end of the year the following lease was in operation

Lessor	Purpose	Annual Payable £	Year of Expiry
BNP Paribas Supplier Apogee - Agreement No: A1B51691	Photocopier	547	2025

4) Tenancies

Council as Landlord		Rent pa £
Tenant	Property	
Allerdale Borough Council	Walker Park	14,130

Council as Tenant		Rent pa £
Landlord	Property	
Cumberland Council	Council Chambers and Offices	7,100

6) Agency Work

During the year the Council did not undertake any agency work

7) Pensions

For the year of accounts the Council's contributions were 20.6% of employees pensionsable pay. This scheme is administered by Cumbria County Council.

Approved By Council

Minute Ref _____ Date _____

Chairman _____

Town Clerk _____

KESWICK TOWN COUNCIL

NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

NOTICE

1. Date of announcement Friday 21 June 2024

2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.

Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2023, these documents will be available on reasonable notice by application to:

Catherine Parker, Responsible Finance Officer
Keswick Town Council, 50 Main Street, Keswick, CA12 5JS
Telephone Number: 017687 73607 (Monday to Thursday)
Email address: finance@keswicktowncouncil.gov.uk

commencing on Monday 24 June 2024and ending on Friday 2 August 2024

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:

Moore (Ref AP/HD)
Rutland House
Minerva Business Park
Lynch Wood
Peterborough
PE2 6PZ



MOORE

5. This announcement is made by Catherine Parker – Responsible Finance Officer

LOCAL AUTHORITY ACCOUNTS: A SUMMARY OF YOUR RIGHTS

Please note that this summary applies to all relevant smaller authorities, including local councils, internal drainage boards and 'other' smaller authorities.

The basic position

By law, any interested person has the right to inspect the accounting records of smaller authorities. If you are a local government elector or registered to vote in the local councils' elections, then you are able to ask questions about the accounts and object to them.

The right to inspect the accounting records

When your council has finalised its accounts for the previous financial year, they must advertise that they are available for people to inspect. You must then provide the council with reasonable notice of your intentions. Following this, by arrangement you will then have 30 working days to inspect and make copies of the accounting records and supporting documents. You may be required to pay a copying charge.

The right to ask the auditor questions about the accounting records

If you have any questions regarding the accounting records, you should first ask your smaller authority. This must be done during the 30-day period for the exercise of public rights. You may also ask the appointed auditor questions about an item in the accounting records. However, the auditor can only answer 'what' questions, not 'why' questions so is limited with their response. To avoid any confusion, it is advised that you put your questions in writing.

The right to make objections

Should you view something as unlawful or believe there are matters of wider concern in the accounts, you may wish to object. If you are a local government elector, you have the right to ask the external auditor to apply to the courts for a declaration that an item is contrary to the law and should be reported as a matter of public interest. This must be done by telling the appointed auditor which specific item in the accounts you object to and why you believe it to be unlawful or think a public interest report should be made about it. You must provide clear evidence to support your objection, and this should be done in writing and the copied to the council.

You should not use the 'right to object' to make a personal complaint or claim against your smaller authority. Complaints of this nature should be taken to your local Citizens' Advice Bureau, local Law Centre or to your solicitor.

A final word

Smaller authorities, and so local taxpayers, meet the costs of dealing with questions and objections. In deciding whether to take your objection forward, the auditor must consider the cost that will be involved. They will only continue with the objection if it is in the public interest to do so. If you appeal to the courts against an auditor's decision, you may have to pay for the action yourself.

KESWICK TOWN COUNCIL

20 JUNE 2024

Clerk's Report

War Memorial

As Councillors will recently have seen, we have recently undertaken a cleaning of the War Memorial, which has made it look a lot better. This was undertaken as in preparation for the D-Day commemorations.

While undertaking the work, the company noticed that there were cracked and damaged areas on the memorial, and, upon request, have sent in a quotation for the work.

The repairs where stone is missing would be in Conservation colour matched lime based repair mortar (we have 100 colours to match to), where stones are cracked we would attempt to re-glue. The missing slate to the base to be provided by yourselves for us to fit.

*The above items for **£912.50***

*If you want the memorial and slate base re-pointed this would be on time and materials but I estimate this would be approx. **£400***

Given this is a specialist service (the War Memorial itself is listed, and therefore work can only be undertaken by certain companies), I would recommend that this quotation is accepted. We have £3000 in earmarked reserves for the War Memorial, so I recommend that we go ahead and use those funds to pay for this work.

Vivien Little

11 June 2024

KESWICK TOWN COUNCIL
20 JUNE 2024

CORRESPONDENCE

We have received the following correspondence from a member of the public, regarding multibank ATMS, which have started to appear in areas where there are no longer any banks open.

Can you add this to the agenda to ask that the Council encourage the company to install one of these in Keswick.

<https://www.thetimes.co.uk/article/71c88ede-db8d-41b3-bab2-943d8f70a8e6?shareToken=a16c561ab3bab6655851f444beb45cca>

The article linked is no longer available, however I have found a similar one from another newspaper. These ATMs are designed to be able to take free cash deposits as well as the services of a normal cashpoint, which is a function which is no longer available easily outside of the Post Office in Keswick.

I agree that this is a good idea, and one that the Town Council should be supporting, and recommend that Council agree to contacting the company who is providing this service to consider Keswick as a venue for one of these ATMs.

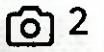
Vivien Little
13 June 2024

Money

Multi-bank 'super ATMs' are being trialled across the UK

They will enable free cash deposits to customers

Vicky Shaw • Tuesday 04 June 2024 11:19



Deposit machines are among the solutions being trialled by Cash Access UK to improve deposit services



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'Super-ATMs' are set to be launched across the UK to allow users to make deposits with multiple banks.

The first machine is up and running in Atherstone in Warwickshire and further ATMs will also be trialled, according to Cash Access UK, an organisation set up to help plug gaps in cash access.

The machines will offer access to cash services such as withdrawals and balance inquiries. They will also enable free cash deposits to customers of **Bank of Scotland, Barclays, Halifax, Lloyds, NatWest**, Royal Bank of Scotland and Ulster Bank.

More banks are expected to be added soon, according to Cash Access UK, a not-for-profit company owned and funded by major banks.

The machines are connected to the Link ATM network and have been set up in

RECOMMENDED



Kate Middleton gives comeback update as William reveals Harry Potter scar



Diver thought he found a large bit of wood on the sea bed – turns out its far rarer



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The Eldery folks say it's like having a new pair of knees!

Sponsored | The Healthy Tips

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Deposit machines are among the solutions being trialled by Cash Access UK to improve deposit services.

Cash Access UK chief executive Gareth Oakley said: “Access to deposit-taking ATMs is vital for cash-reliant UK consumers struggling to access basic banking services and it’s just as important that businesses who accept cash can bank it too.”

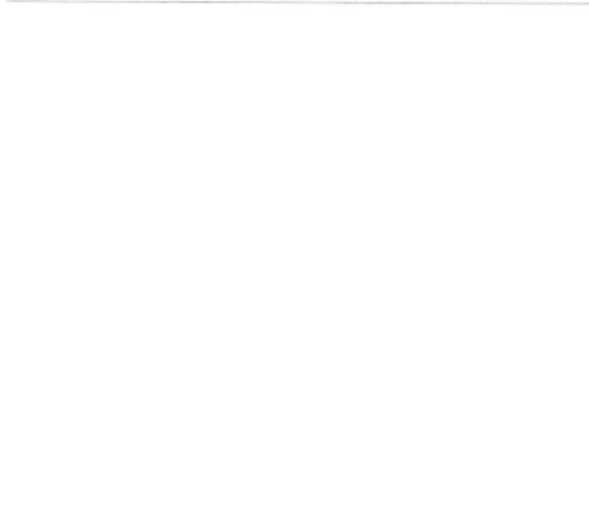


An initiative which allows people to use a single ATM to make deposits with multiple banks is being trialled (Gareth Fuller/PA) (PA Archive)

National chairman of the Federation of Small Businesses (FSB) Martin McTague said: “The decline of the bank branch network has left many without vital services, in particular the ability for small business owners to deposit takings for the day safely without shutting the small business early or travelling for miles.

“The ability to deposit in a super-ATM that works for multiple banks is an important innovation and could make a real difference alongside the accelerated rollout of banking hubs and maintenance of Post Office counters.”

It comes as the number of cash withdrawals from Nationwide Building Society's network of **ATMs** climbed for the second year in a row, following more than a decade of declines.



Some 31.36 million cash withdrawals were made from its network of more than 1,200 **ATMs** last year – up from 30.21 million in 2022 – Nationwide said.

RECOMMENDED



Ryanair flies British couple to wrong country after 'unbelievable' airport mistake



Doctors issue urgent warning to anyone who drinks energy drinks



This New Heating Breakthrough Is Taking The UK By Storm!

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It marked the second annual increase in a row, with 2022 having seen the first rise in cash withdrawals for 13 years, according to the Society's data.

Before 2022, cash withdrawal volumes from Nationwide ATMs had been declining. Withdrawals dipped sharply around the start of the coronavirus pandemic.



Keswick Ministries

HEARING BECOMING SERVING

Notes of Town Liaison Forum held on Thursday 16th May 2024

<p>Attendees: Vivien Little – Town Clerk Charles Hope – Vicar, St John’s Mark Ellis – Keswick Ministries Simon Overend – Keswick Ministries Isak Nilsson – Keswick Ministries Matt Holden – Keswick Ministries</p>	<p>Apologies: Vanessa Metcalfe – KTA Jim Walker – Cumbria Tourism Peter Aiston – Cumbria Police Jane Affleck – Keswick Museum</p>
---	--

1. Welcome & apologies:
 Matt Holden attending for the first time. Heads up KM’s kids and youth ministry.

2. Notes from February meeting – no matters arising.

3. Situation report and updates from forum representatives:
 - i. Vivian (Town Council) –
 Louise Dunn to be elected mayor at this evening's town council meeting.
 Forthcoming events include D Day commemoration on 6 June; Mid-summer festival 22/23 June;
 Keswick Games 18 August; lights switch-on in November.
 Investigating nuisance holiday lets – larger self-catering properties formerly BnB’s attracting
 guests who behave inappropriately – noise and litter.
 Cumberland to introduce Public Space Protection Order that would cover the marketplace.
 Vivien to advise when in place.
 No further news on Cumberland’s plans for the Town Hall.

 - ii. Charles (CTiK & St Johns) -
 CTiK AGM 5 June. Planning to organise husting once general election announced.
 Exploring Community Partnerships as a means of serving community interests across
 organisations in the most efficient and effective way.

4. Update from KM:
 See over for info as shared at KTA’s invited organisations meeting on Monday.
 Isak to be visiting businesses over next few weeks to update Enjoy Keswick website; also looking to
 integrate with KTA website. Isak and family moving back to Sweeden in June.
 Charles mentioned the option of using St John’s in 2025 as the place where the Convention started.
 Also mentioned parking challenges and the option of the farmer’s field opposite Keswick School that
 could be a temporary car park under the 28-day rule.
 Next week KM are running a leadership and coaching event which is bringing people to Keswick.

5. Future meeting dates:

September	Thursday 12th
December	Thursday 12 th

NOTES FOR KTA AND TLF MAY 2024

CONVENTION 2024 UPDATE

- Dates: 13th July - 2nd August
- School holidays - Only overlapping with 1 full week of UK school holidays this year. Most UK schools break up mid-week during the 2nd week of Convention
- Expected attendees
 - o Around 8,000 adults across 3 weeks
 - o 2,500 children and youth - 3-18 years. Also 19-24s programme.
- Some key speakers
 - o Tim Farron MP for Westmorland and Lonsdale - speaking in Week 1 on politics
 - o Dr Graham Daniels (Director of Cambridge United FC) in Week 3 - Speaking on the life of Eric Liddel in honour of the centenary of the Paris games in 1924.
 - o Dave Gobbet in Week 2 running a seminar on how we care for the environment from a Christian perspective.

CHALLENGES AND OPPORTUNITIES

- Increasing number of families and children attending the event
 - o More volunteers joining us each year to help the event happen - 680 this year compared to 603 in 2023
 - o The PF is a great new site for this - integrated and safe space for visitors, better for the town and our neighbours, safer for this scale of event.

FUTURE PLANS

- 150-year anniversary of the ministry in 2025 - Starting to plan how to mark the anniversary.
- The Pencil Factory is now attracting an increasing number of local and national organisations and events - bringing more and more visitors to the town at all times of year.
 - o To oversee the running of our facilities throughout the year, we have recruited a new Director of Business Operations starting part-time in June, fulltime from 13th July and that start of the Convention.