

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

14th November 2024

Dear Councillor

You are summoned to attend a meeting of Keswick Town Council to be held at on Thursday 21st November 2024 at the Council Chamber, Town Hall, Keswick at **7.00 pm**.

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 on the 17th October 2024 (pages 18-20).
- 3. Co-option of a Councillor**
 - i) To receive a presentation from co-option applicants giving the reasons they would like to be a Town Councillor and what they feel they can offer to the community.
 - ii) To select a candidate to fill the vacancy in the East Ward.
 - iii) To receive the Declaration of Acceptance of Office.
- 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 Interest**
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 10 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. Matters to be raised by Councillors

An opportunity for Councillors to raise any **unforeseen** matters which are not on the agenda, with the consent of the Chair, and which do not require a decision – items raised should not be discussed for longer than 10 minutes.

9. Reports from Representatives on Outside Bodies

To receive a report from the following representatives:

- i) Keswick Youth Centre – Council representative Councillor Taylor.

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 comments to be circulated prior to the meeting).
- ii) To receive update on National Park planning decisions.

11. Mayor's Report

To receive details of the Mayor's engagements and meeting attendance for the period 11th October – 14th November 2024.

12. Reports from Ward Representatives

To receive reports from the following representatives:

- i) Cumberland Council
- ii) LDNPA North Distinctive Area Parishes Representative

13. Clerk's Report

To consider the report of the Clerk.

14. Payment of Accounts

To confirm the payment of accounts for November 2024 as approved by the Inspection Committee (to be circulated at the meeting):

- i. For the Town Council
- ii. For the Trusts

15. Policy for adoption

To adopt the Menopause Policy.

16. Consultation Response

To consider the Town Council's response to the Government consultation on enabling remote attendance and proxy voting at meetings.

17. Staffing Committee Minutes

To receive for information the minutes of the Staffing Committee meeting held on 1 November 2024 (page 2).

18. Written Notice of Special Resolution

To receive a Written Notice of Special Resolution, at the request of Councillors Harwood, Dunn and Peat. 'That the Town Council resolves to rescind the resolution in Minute No. 104 i.e. 'that Company B be awarded the contract for supplying a photocopier/scanner to the Town Hall office for a period of five years'

Prior to the following business the Chair will move 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'

19. Photocopier Contract

To consider the report of the Responsible Financial Officer.

To: All Councillors
Police
Press

**KESWICK TOWN COUNCIL
SEVEN PRINCIPLES OF PUBLIC LIFE**

Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty – Leadership

Minutes of the meeting of Keswick Town Council held at the Council Chamber, Town Hall, Keswick on Thursday 17th October 2024 at 7.00 pm.

Present:

Chair
Councillor Louise Dunn

Councillors

Steve Harwood
Benita Laphorn
Claire Peat

Claire Houghton
Jean Murray
Lorraine Taylor

Denstone Kemp
Rob Nelson

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

91. Apologies

Apologies for absence were received from Councillor Chris Houghton. His apologies were noted and accepted by Councillors.

92. Minutes

RESOLVED that the Chair be authorised to sign as a correct record the minutes of the Town Council meetings held on the 19th September 2024 (pages 14-17).

93. Requests for Dispensations

The Clerk reported that there were no requests for dispensations made at this meeting.

94. Declarations of Interests

No declarations of interest were made at this meeting.

Councillor Kemp arrived at 7.04pm

95. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team. Inspector Aiston was in attendance at this meeting, and answered questions on communication, anti-social behaviour, and Operation Firecracker in the lead up to Halloween and Bonfire Night. Inspector Aiston confirmed that the Police were working on a strategy to better communicate with Town and Parish Councils.

96. Matters to be received from the Public

No matters were received by the public at this meeting.

97. Matters to be raised by Councillors

Councillor Dunn reported that following discussions about Brephos attendance in Keswick at last month's Town Council meeting, she was discussing the matter with Keswick Ministries in an attempt to find a solution moving forward.

The Clerk reported that Cumberland Council had informed her that there had been no election called for the vacancy on the Town Council, and that an advertisement for co-option would go out as soon as practicable.

98. 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
T/2024/0162	T - 1 - Silver Birch tree - fell to ground level. Root plate and stem damaging retaining wall and tree growing through multiple telephone/fibre wires. 21, Stanger Street, Keswick, Cumbria, CA12 5JU <i>No comments made</i> SUPPORT
7/2024/2184	Alterations and extensions to single storey dwelling, with rear single storey extension and new first floor extension Mossgeil, Rogerfield, Keswick, CA12 4BW <i>No comments made</i> SUPPORT
7/2024/2202	Demolition and reinstatement of ground floor extension of smaller footprint. Change of use of guest house to permanent occupancy dwelling or a short term self-catering holiday let 14, Eskin Street, Keswick, CA12 4DQ <i>Support in principle the new single storey extension in preference to the previous two storey extension which was refused permission. We also support the Change of Use to a permanent occupancy dwelling. We object to the option proposed of a short term self catering holiday let unless on -site management is maintained at all times. It is unclear from the plans submitted how this alternative option is intended to work in conjunction with the owner's accommodation</i> SUPPORT/OBJECT

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

99. Mayor's Report

RECEIVED a report from the Mayor covering the period 9th August 2024 – 10th October 2024.

100. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Cumberland Council – no current representative
ii) Lake District National Park Authority North Distinctive Area Parishes' Representative.
RECEIVED the report of the LDNPA North Distinctive Area Parishes Representative.

101. Quarterly Budgets

RECEIVED the quarterly budget comparisons.

102. Reports from Representatives on Outside Bodies

RECEIVED a report from the following representatives:

- i) Keswick Community Emergency Recovery Partnership.
ii) Minutes of the Keswick Ministries Town Liaison Forum held on Thursday 12 September 2024.

103. Payment of Accounts

RESOLVED that the accounts for October 2024 as approved by the Inspection Committee be authorised for payments (Action - RFO).

- i) For the Town Council, vouchers 138-153, amounting to £27,524.85 (twenty seven thousand, five hundred and twenty four pounds and eighty five pence)

- ii) For the Trusts, vouchers HP103 – FP107, amounting to £47,601.77 (forty seven thousand, six hundred and one pounds and seventy seven pence)

104. Photocopier Contract

RECEIVED a report from the Responsible Financial Officer.

RESOLVED that Company B be awarded the contract for supplying a photocopier/scanner to the Town Hall office for a period of five years (Action – Clerk and RFO).

105. Reserves and Investment Policy

RESOLVED that the Reserves and Investment Policy be approved.

106. Events Committee minutes

RECEIVED for information the minutes of the Events Committee meeting held on 16 August 2024 (page 4).

Prior to the following business the Chair 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’

107. Clerk’s Report

Consideration was given to the report of the Clerk.

RESOLVED that the recommendations in the report be agreed in principle (Action – Clerk).

The meeting closed at 8.05 p.m.

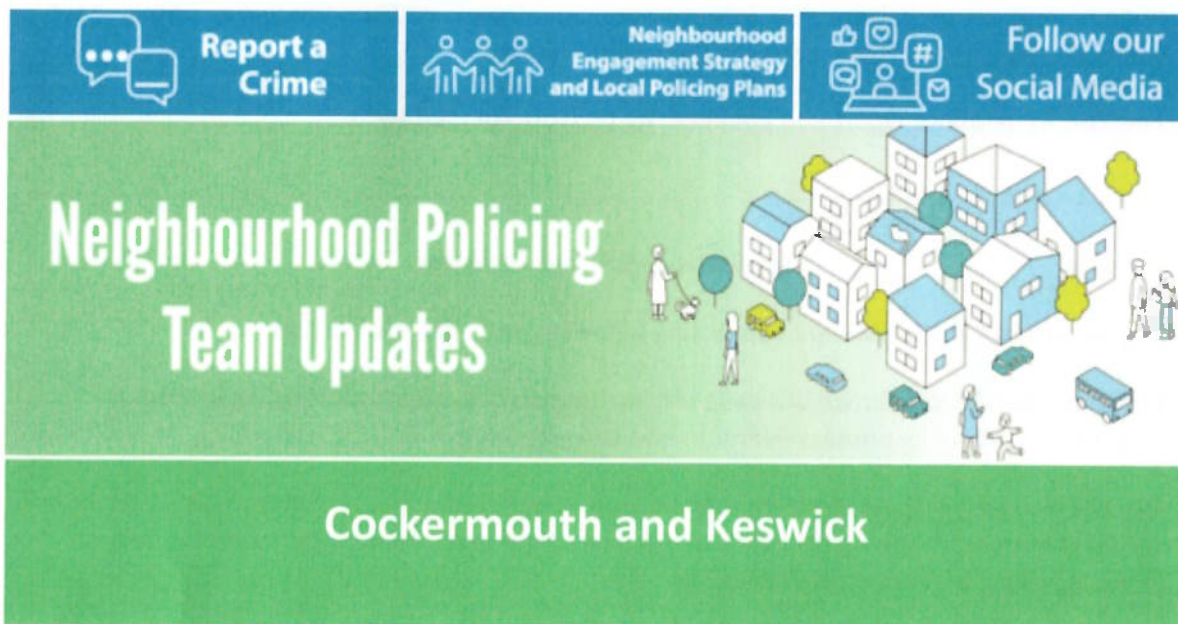
Chair

Date

Ania Mlynczak

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 14 October 2024 14:01
To: Ania Mlynczak
Subject: September & October 2024 - Cockermouth and Keswick

[View in browser](#)



In this months newsletter you read about some of the things we have been doing this month and see an update on Operation Enhance.

Three months into the operation, more than 720 hours of additional patrols have been undertaken – including 240 hours in September alone.

Inspector Pete Aiston

Operation Enhance

Three months in and Operation Enhance has so far resulted in 12 arrests, 32 stop and searches and 105 intel submissions from the public – in West Cumbria alone.

Op Enhance sees extra police patrols in areas identified as hotspots for anti-social behaviour and/or serious violence across the county.



The operation has been made possible thanks to £1 million of extra funding secured by Cumbria's Police, Fire and Crime Commissioner from the Government's Hotspot Response Fund to target anti-social behaviour (ASB) and serious violence in hotspot areas across the county.

The operation sees extra patrols in 18 areas identified by statistical analysis as the county's hotspot areas of anti-social behaviour and serious violence.

As part of the operation, the public is encouraged to report antisocial behaviour by visiting the constabulary's website <https://orlo.uk/hcXLI>

In an emergency always call 999. Information and intelligence from the public is vital so we can work together to tackle issues in their communities.

Find out more about Operation Enhance: <https://orlo.uk/gGDiw>

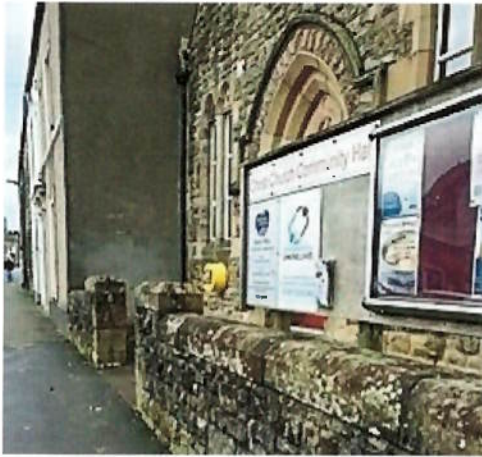
Safer Business Week of Action

This week (14 - 20 Oct) we are supporting Safer Business Week of Action.

On Thursday 17 October we will have officers on patrol in Keswick engaging with local businesses, providing crime prevention and security advice.

We will also be speaking to businesses about joining Schemelink, which is a central point for local businesses, police and partners to share data and communicate with the aim of reducing crime and anti-social behaviour.





Visit to community group

On Tuesday 8 October PCSO Clare Parker popped into the Art Group at the Christ Church Community Hall, South Street, Cockermouth.

It was lovely to have a chat with the people and the craft work looked really amazing.

Keeping our Community Creative, Active and Engaged.

Patrol and school visit

On Monday 7 October, PCSO Megan Jones has been on patrol in Keswick.

She also attended St Herbert's school and spoke to the whole school about staying safe during the winter months.

This included Halloween and Bonfire night safety.

Checkout our advice below.

Unfortunately, we see a rise in anti-social behaviour at this time of the year, and we are encouraging parents to speak to children about the effect that their behaviour can have on others, and that some people may find this the year difficult.

They also risk involving themselves in criminality.





County Lines talk

On the morning of Monday 7 October, PCSO Clare Parker visited All Saints school, Cockermouth to talk to the year five and six students about County Lines.

A really important topic that covers how gangs can exploit children to move drugs.

County lines is the name given to drug dealing where organised criminal groups (OCGs) use phone lines to move and supply drugs, usually from cities into smaller towns and rural areas.

They exploit vulnerable people, including children and those with mental health or addiction issues, by recruiting them to distribute the drugs. This is often referred to as 'drug running'. Criminals may also use a vulnerable person's home as their base of operations. This is known as 'cuckooing'.

Signs to look out for

There are several signs to look out for that may indicate someone is involved in county lines:

- repeatedly going missing from school or home and being found in other areas
- having money, new clothes or electronic devices and they can't explain how they paid for them
- getting high numbers of texts or phone calls, being secretive about who they're speaking to
- decline in school or work performance
- significant changes in emotional or physical well-being

Find out more here - [County lines | Cumbria Police](#)



School talk on road safety

On 3 October, we visited Eaglesfield Paddle Church of England Primary Academy, visiting schools and raising awareness of road safety is an important part of the work we do.

The children asked some great questions and were a credit to the school. Thank you for having us!



Eaglesfield Paddle Church of England Primary Academy

6 days ago · 🌐

We have started our year with a talk on 'Road Safety' from our local PCSO - something so important with the location of our school! We were very impressed with the knowledge that children already had, as well as the questions they asked. Thank you PCSO Parker for coming in!

Allerdaie Police



Cockermouth Food Festival

On 28 September, PC Emma Fearon and PCSO Pete Nichol were in Cockermouth for the food festival on Main Street and Market Place.

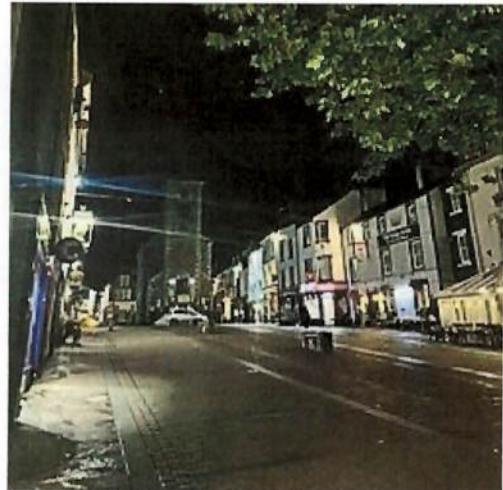
It is really busy and everyone seems to be having a great time with the food and music!!

Keswick

On 24 September, PCSO Megan Jones has been in Keswick throughout the evening.

She visited Keswick School Boarders to give a safety talk, and dropped into Keswick Youth Club too.

Patrols were also conducted around the town centre and parks.



Community Pay Back

On the afternoon of 13 September, three young people have completed a tidy up on All Saints school grounds, this was a result of them being involved in anti social behaviour on school premises.

The area was swept, the bike shelter cleaned and any rubbish has been picked up.

This session has made the youths think twice about their behaviour.

Street Safe survey

On 14 September, PCSO Clare Parker has been in the area of Fold Brow, Cockermouth.

Street Safe surveys were posted to the residents, this is in relation to some recent anti social behaviour that has been reported.

PCSO Parker will be doing more patrols in the area and providing reassurance to residents.

Street Safe surveys are an opportunity for you to raise any concerns or observations you have that impacting your area for our team to look into. If you have received one of these surveys, please let us know your thoughts by completing the form and sending it back in the accompanying return envelope.

Community reporting is vital to receive an effective Policing response and without communities passing on the information of the issues in their area, we may never become aware of it as a problem.

We wish to remind members of the public if they do not feel confident to report ASB issues via the online reporting form or directly to Police, you can also call independent charity CrimeStoppers on 0800 555 111.



You don't have to be a victim of hate crime to report it.

If you see it, report it.

If you've witnessed or been the victim of a hate crime please report it to us.

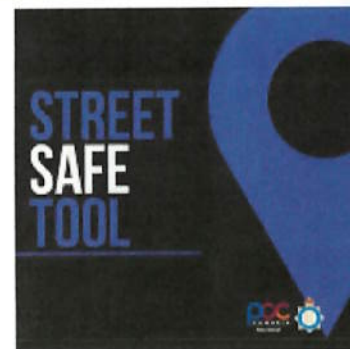
You can do this via:

- Calling 101
- Reporting online : Report a crime | Cumbria Police
- If someone's life is in danger call 999

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](#)



Upcoming community police events 🚓

📌 Cockermouth library Main Street
Cockermouth

📅 Wed 30 October 2024

🕒 1:00PM - 2:00PM

📅 Wed 27 November 2024

🕒 10:00AM - 11:00AM

📌 Keswick Library

📅 Tue 12 November 2024

🕒 10:00AM - 11:00AM

For more information, please visit our website and enter your postcode in the Your Area section.

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.



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](#)



In other news



Rural Crime Team one year on: 820k property recovered and a decrease in quadbike thefts

Cumbria's dedicated rural crime team is marking its first anniversary – following a year in which it recovered stolen property worth £820,000, cut quadbike thefts by 10 per cent and made dozens of arrests.

The policing team, which launched last autumn, has also seized 17 vehicles, searched 34 properties and executed 10 warrants in its aim to tackle crimes affecting rural areas.

The team have also supported 42 operations, such as Operation Checkpoint which seen us work with our border force to disrupt criminals targeting our county.

Their work also included engaging with our rural communities and have made over 200 visits to victims of rural crime. [Read more here.](#)

Op Enhance: Hundreds of hours of extra patrols is reducing anti-social in hotspot areas

Police officers are cutting anti-social behaviour in the county by working hundreds of extra hours on the streets of Cumbria as part of Operation Enhance – with antisocial behaviour in hotspot areas down 36.7 per cent compared to last year.

Operation Enhance sees extra police patrols in areas identified as hotspots for anti-social behaviour and/or serious violence across the county.



The operation has been made possible thanks to £1 million of extra funding secured by Cumbria's Police, Fire and Crime Commissioner from the Government's Hotspot Response Fund to target anti-social behaviour (ASB) and serious violence in hotspot areas across the county.

The operation sees extra patrols in 18 areas identified by statistical analysis as the county's hotspot areas of anti-social behaviour and serious violence. These areas include areas of Carlisle, Barrow, Workington, Whitehaven, Kendal, Penrith, Maryport, Cleator Moor, Ulverston and Bowness-on-Windermere.

The operation has so far coincided with a significant reduction in antisocial behaviour across the hotspot areas compared to the previous year whilst serious violence is down considerably in hotspot areas when compared to the rest of the county.

Three months into the operation, more than 720 hours of additional patrols have been undertaken – including 240 hours in September alone.

Over the first three months of the operation 115 stop and searches have been conducted, 309 intelligence submissions have been submitted and ASB powers have been used on 11 occasions.

In addition, the Operation Enhance officers have made a total of 33 arrests – with 11 of those arrests occurring during September. [Read more here.](#)

Police enhancing protection for victims of stalking and domestic abuse

Police in Cumbria are introducing a new way of protecting people suffering from stalking and domestic abuse.

Victims in such cases can now be given a forensic marking tool, with the aim of deterring perpetrators of such abuse and helping convict abusers if a case reaches court.

The tool is a canister containing a uniquely coded forensic marking solution supplied by DeterTech UK Ltd, known as SmartWater. This will be handed out to victims with the aim of making perpetrators think twice before carrying out offences.

The marking substance can be sprayed on the perpetrator if they approach them. [Read more here.](#)

National award for Inspector who is driven to make Cumbria's roads safer for all

The inspector in charge of Cumbria Police's Roads Policing Unit (RPU) has won a prestigious national award in recognition of his commitment to road safety in the county.

Inspector Jack Stabler won the *Innovation and Excellence* award at Wednesday evening's (9 Oct) UK Road Offender Education (UKROEd) Awards in Manchester.



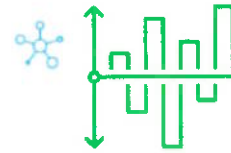
Insp Stabler was nominated for the award by Inspector Kim Brown who cited a number of innovations introduced and adopted by the Inspector which were worthy of the award.

These included Insp Stabler's instrumental role in establishing Cumbria's Roads Policing Unit, his adoption and commitment to the use of analytics in improving safety on the county's roads and his work with partner agencies as part of the county's Road Safety Partnership. [Read more here.](#)



Crime Figures

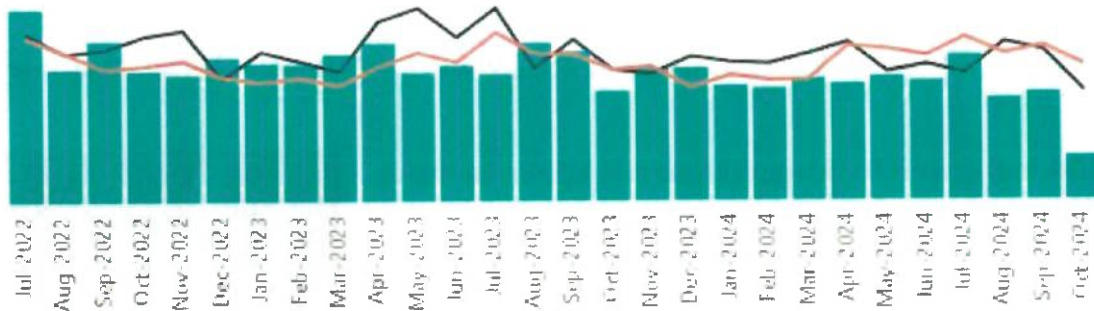
Further information can be found on [Police.Uk](https://www.police.uk)
 Click here to visit the website



Please note the data contained on [Police.uk](https://www.police.uk) is not live time

OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	5	16	-11	-68.8%
Burglary	1	2	-1	-50.0%
Drug offences	1	3	-2	-66.7%
Miscellaneous Crimes Against Society	3	2	1	50.0%
Possession of weapons offences	2	1	1	100.0%
Public order offences	13	5	8	160.0%
Robbery	0	0	0	0.0%
Sexual offences	2	5	-3	-60.0%
Theft offences	9	19	-10	-52.6%
Vehicle Offences	3	9	-6	-66.7%
Violence against the person	36	42	-6	-14.3%
Total	75	104	-29	-27.9%

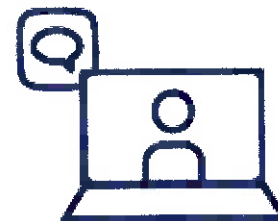
● Month Total ● Previous Year ● Average Previous 3 Years



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.](#)

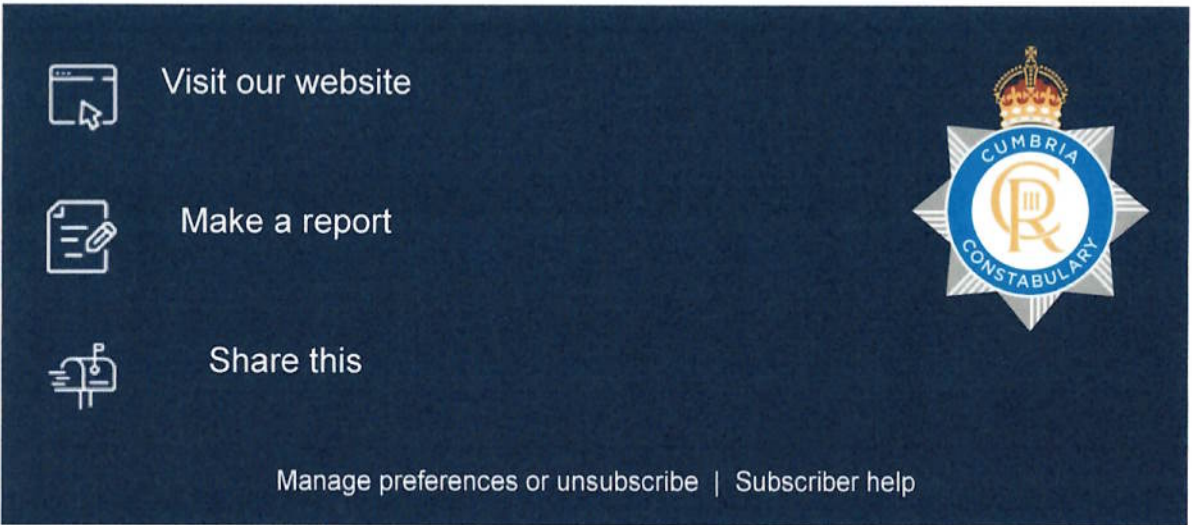
You can also phone on 101.
 Alternatively you can contact Crimestoppers, anonymously, on 0800 555 111.



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.



Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit subscriberhelp.govdelivery.com.

This service is provided to you at no charge by [Cumbria Constabulary](#).

This email was sent to office@keswicktowncouncil.gov.uk using govDelivery Communications Cloud on behalf of Cumbria Police
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Keswick Youth Centre - Report to Town Council

Keswick Youth Centre is thriving, with over 180 young members. They meet in their new home at the Rawnsley Centre holding 3 sessions a week for 3 different age groups. Tuesday has 2 sessions, firstly for Yr 6 age group then followed by Yr 7/8, with a Yr 9+ session on Thursday. A range of activities are provided and a safe place for young people in Keswick to meet up and find support if needed. The Rawnsley Centre provides a great space for a variety of uses. Its large main room has comfortable seating areas, craft areas and a games table, a smaller quieter room serves snacks and drinks with tables for quieter conversations. These sessions are run by volunteers led by Mark and Heather and a Youth Worker, Rachel, who is paid for 10 hr per week funded by a 3 year grant from the Cumbria Community Foundation, Rachel also volunteers for extra hours to cover other sessions. The Youth Club has between 12 and 15 regular volunteers, though a larger bank of volunteers are needed to ensure that there is sufficient cover to hold all the sessions, occasionally sessions are cancelled due to lack of available volunteers. Similarly they have 6 Trustees out of the full complement of 8 Trustees. At present there is no secretary for the youth club and it is an on going focus of the chair to recruit more trustees and volunteers along with succession planning for the future.

It costs £30,000 a year to run the Youth club, nearly 50% of that amount is for rent of the Rawnsley Centre. Funding comes from a variety of sources, donations from local community groups and grant application made by Trustees to larger funding bodies, this is a constant pressure for the Youth Club as they are aware that they need to look for future funding when current streams come to an end.

The Youth Club owns the land where the original Old Mill youth club building stood, in the future it is hoped that they can re-build a purpose built Youth Club with additional housing making the Youth Club financially sustainable. Planning permission was granted for an interim car parking facility on the land to generate much needed income for the club. A reputable company has been selected to run the car park on their behalf which includes ground works and parking meters for a fully functioning carpark. Work was due to start soon and the car park ready for March 2025.

With so many Youth Clubs closing in the UK, Keswick is fortunate that there are a group of people in the town committed to providing a safe place for our young people to meet up, and their hard work is to be commended.

Lorraine Taylor

Planning Applications received between 11/10/2024 - 14/11/2024			
Plan ref	Reply by	Location	Description of Proposed Development
T/2024/0176	13/11/2024 -ext requested	3, Leonard Street, Keswick, Cumbria, CA12 4EJ	T1 - Silver Birch - Fell
T/2024/0185	02-Dec-24	Flat 5, The Hollies, High Street Keswick, CA12 5AH Ken Taylor Automotive, Crosthwaite Road, Keswick, Cumbria, CA12 5PP	Reduce and reshape one yew tree as shown in photograph
7/2024/2178	02-Dec-24	Ken Taylor Automotive, Crosthwaite Road, Keswick, Cumbria, CA12 5PP	Proposed change of use to outdoor adventure venue
7/2024/2203	N/A for info only	26, Wordsworth Street, Keswick, CA12 4BZ	Non-material amendment to planning application 7/2024/2115 (Single storey rear extension, external alterations and installation of glazed canopy to rear) to raise the overall height of patio doors to 2300mm
7/2024/2207	13/11/2024 -ext requested	Plots A and B, Land at Bristowe Hill, Crosthwaite Road, Keswick, CA12 5PG	2no. local needs dwellings following the withdrawal of application 7/2021/2228 - variation of condition 2 (plans) and condition 8 (foul water drainage) of planning permission 7/2021/2367
7/2024/2209	N/A - for information only	Land at Vendace Court, Borrowdale Road, Keswick, CA12 4EU	To extant planning permission in relation to condition 1 on planning permission 7/2021/2254
7/2024/2211	11-Dec-24	22, Springs Road, Keswick, CA12 4AN	Single storey extension of house to create entrance porch & home office. Conversion of garage to workshop. Reroofing of bay window and addition of 2nd bay window. Addition of rooflights and solar panels. Removal of chimneys.
7/2024/2230	11-Dec-24	Mossgiel, Rogerfield, Keswick, CA12 4BW	Alterations and extensions to single storey dwelling, with rear single storey extension and new first floor extension (revised proposals following withdrawal of application 7/2024/2184)
<p>NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing or via 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 11/10/2024 & 14/11/2024

AGENDA ITEM 10.ii)

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2024/0162	September-24	21, Stanger Street, Keswick	CA12 5JU	Silver Birch tree (listed as T1 in notification) - Fell to ground level.	SUPPORT	GRANTED		
7/2022/2247	September-22	Low Briery Holiday Park, Penrith Road, Keswick	CA12 4RN	Extension to existing holiday park, formation of access, landscaping and ancillary works	SUPPORT	REFUSED	Appeal	Appeal is allowed, and planning permission is granted for the extension to the existing holiday park
7/2023/2235	Nov-23	23, Eskin Street, Keswick, CA12 4DQ		Change of use from B&B (C1) to holiday let (C3)	OBJECT	REFUSED	Appeal	
7/2024/2102	May-24	Greta Lodge, Southey Hill, Keswick	CA12 5ND	Replacement of existing timber sash and casement windows with UPVC windows in 'heritage' Georgian styles reproducing the appearance of the existing windows in keeping with the setting in Keswick Conservation Area	OBJECT		Appeal	
7/2024/2169	August-24	10, Manesty View, Keswick	CA12 4JF	Extend the property at the rear to achieve a ground and lower ground floor exten	SUPPORT	GRANTED		
7/2024/2181	August-24	8, St Herbert Street, Keswick,	CA12 4DF	Replace existing rear offshoot with new single storey extension	SUPPORT	GRANTED		
7/2024/2183	August-24	9, Lattrigg Close, Keswick	CA12 4LB	Proposed single storey side & rear extension & internal alterations	SUPPORT	GRANTED		
7/2024/2184	September-24	Mossgeil, Rogerfield, Keswick, CA12 4BW		Alterations and extensions to single storey dwelling, with rear single storey extension and new first floor extension	SUPPORT	Withdrawn		
7/2024/2203	October-24	26, Wordsworth Street, Keswick	CA12 4BZ	Non-material amendment to planning application 7/2024/2115 (single storey rear extension, external alterations and installation of glazed canopy to rear) to raise the overall height of patio doors to 2300mm	Not received for comments	GRANTED		

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 21ST NOVEMBER 2024

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 11th October 2024 –14th November 2024

Tuesday 15 October	Attended preview performance of 'Romeo and Juliet' at Theatre by the Lake
Thursday 17 October	Meeting with Keswick Ministries about efforts to discourage anti-abortion campaigners from unlicensed promotional activity in town centre during convention
Thursday 17 October	Inspected and signed off Town Accounts and attended Town Council meeting
Tuesday 22 October	Meeting with Councillors re Keswick Pool refurb/ reinstatement
Friday 1 November	Chaired staffing committee meeting
Friday 1 November	Meeting with Cllr Sally Lansbury (Cumberland Council) re Keswick Pool refurb/ reinstatement
Monday 4 November	Attended Keswick Flood Action Group meeting
Tuesday 5 November	Spoke at West Cumbria River's Trust meeting about 'Resilient Glenderamackin'. This is related to flood prevention and biodiversity
Sunday 10 November	Participated in Remembrance Sunday service at St John's Church and Procession to war memorial, laying a wreath on behalf of the town.
Monday 11 November	Attended the short Remembrance day service at War Memorial
Monday 11 November	Attended meeting with Board members and officers of the LDNPA with Parish Council members. The meeting was to re-engage with the community following feedback
Wednesday 13 November	Spoke at the Keswick Tourism Association day about our community and how the community and Tourism industry can work together for mutual benefit
Thursday 14 November	Parks Trust meeting, budget planning meeting and extraordinary Town Council meeting to formally approve a Freedom of Keswick award

LDNPA Report for the North Lakes

Issue 13 – October 2024

peter.walter@lakedistrict.gov.uk

Reminder for Meeting on November 11th.

The meeting will start at 4pm with Officers giving an update on key service areas, covering the major issues. Followed by questions and discussions. Don't forget to email amy.donnini@lakedistrict.gov.uk if you are planning on coming.

For this month's newsletter I thought I would do something a bit different and give you an insight into what subjects and issues I'm discussing with Officers in the schedule of public meetings, training days and ad-hoc meetings. The following is my diary for (roughly) October.

- At the Park Strategy and Vision meeting we received a really interesting presentation from our Farming Officer about the role they play supporting farmers, influencing Government policy, working with partners (like the National Trust) on large scale projects and managing the Farming in Protected Landscapes funding. FiPL has allocated just under £4¾ million for projects in the National Park and has had a major impact!
- After I kept driving the issue of transport (excuse the pun), a small working group of Members and Officers has been set up to give it more focus. We have had a couple of meetings to agree what our 'ask' of the next Partnership plan should be in the area of transport. There is a lot more work to be done on this but I am pleased we are moving in the right direction.
- We had a great training day looking at the management of Bassenthwaite Lake and learning about a new 'Whole Estate Plan' for Higham Estate. Estate plans are a co-ordinated way of working, in which the land-owner and Park Authority work together on a long-term plan. Typically, a plan would cover planning proposals, nature recovery, tourism or visitor management, employment, housing and anything that would help both parties achieve their objectives.
- We had the monthly Development Control Meeting but as there were only a few applications to discuss, we were given a walking tour around the local area of Kendal with our Tree Officer to learn more about Tree Protection Orders.
- Our annual day-long 'strategy' meeting is coming up, and a lot of work goes into preparing for it to ensure Members and the Exec team who attend, get the most out of it. I'm one of three Members doing the preparatory work and we've had a couple of meetings to discuss the agenda and how the day will be run.

- I have mentioned before, how the Park Authority is working with the two Unitary Authorities on a possible partnership to deliver mutual benefits from Green Finance. This is a really complex subject and external advisors have been involved in helping us move forward. A small working group of four Members have had a couple of meetings on this subject prior to anything coming to a Committee.
- Members of the Development Control Committee had an update presentation from Deloitte on some aspects of the Windemere Gateway Development.
- I attended the Action for Communities in Cumbria AGM online.
- I did another day with volunteers on Barf Common: monitoring the changes taking place since restoration work has been done and removing non-native Sitka Spruce which have been self-seeding. It is amazing to see how quickly things are changing up there!! Where bunds have been created to hold water, they are already filling with deep sphagnum moss!



Members discussing the Bass Lake Management Plan



Members learning about Tree Protection Orders.

- I was approached by a Parish Councillor about a Right of Way issue in their Parish: it's a very complex issue and before I was able to reply to them I had an hour-long briefing from our Chief Legal Officer, our Chief RoW officer and two of our Rangers. Anything to do with RoW is very complex!
- Following some questions from Keswick's Mayor I had a meeting with Emma Moody (our Sustainable Travel Officer) about the K2T extension consultation, which I followed up with a meeting with the Mayor.
- Having received the papers for November's Development Control meeting I have spent many hours reading all the Officer's reports and preparing my questions and comments for the meeting. As Deputy Chair of the committee I also have a pre-meeting call with the Chair and Head of planning.

- And finally, in a couple of weeks I have a meeting with the CEO, Head of Communications and Head of Visitor Services to discuss how we try to influence visitor behaviour using social media influencers, and to discuss how we publicly talk about the work we do dealing with fly camping and litter.

That's it! I hope that gives you an insight into what I spend my time as a Member of the LDNPA doing.

Peter.

KESWICK TOWN COUNCIL

21 NOVEMBER 2024

Clerk's Report

In September 2024, Simon Stephens from Theatre by the Lake came to speak to Councillors regarding issues with parking at Lakeside car park, and the impact it was having on matinee performances at the Theatre.

Council resolved the following:

RESOLVED that the Clerk write to Stephen Radcliffe as chair of the Keswick Transport Study Officers Group, raising the issue of parking at the Lakeside Car Park. Councillors also requested a meeting be set up with a parking specialist from Cumberland Council to discuss the issue of motorhomes parking overnight in Lakeside Car Park (Action – Clerk).

I brought this to the attention of Stephen Radcliffe, and at a meeting of the officers group of the Keswick Transport Study, it was placed as an agenda item. This was attended by officers from Cumberland Council and Lake District National Park. There was no obvious easy solutions, but one thing that was brought up was the potential to put more disabled spaces in at Lakeside. There is already the legal minimum, but there could be some more added. It was left to Cumberland to look at.

The issues with motorhomes was also brought up. Cumberland agreed to pass it to their enforcement officers to look at, as they were not aware of the numbers of motorhomes gathered together. I have also contacted our Parking Specialist for the area, and am in the process of arranging a meeting for Councillors, most likely before a Town Council meeting. As soon as I have more information, I will let you know.

Vivien Little

12 November 2024



Menopause Policy

This document sets out Keswick Town Council’s protocol for how it deals with members of staff who are going through the menopause.

Vivien Little

Town Clerk

Version control	
V1 drafted by Town Clerk	Approved November 2024

Menopause Policy

Introduction

Keswick Town Council is committed to providing an inclusive and supportive working environment for everyone who works here, therefore we recognise that female employees may need support during the menopause, particularly as it is not a widely discussed subject and can be misunderstood. Keswick Town Council has a positive attitude to the issues and will endeavour to make reasonable adjustments where necessary to support women experiencing the menopause. It also wants to develop a culture where the menopause is openly recognised and discussed in a respectful and supportive manner as the changing age of the UK's workforce means that between 75% and 80% of menopausal women are in work.

Some women may find it difficult to discuss the menopause and may feel that they need to take time off work to deal with their symptoms without disclosing the reason. This policy aims to raise awareness about the menopause amongst employees and provide additional guidance to enable employees to understand more about the menopause.

Most women go through the menopause, or 'the change' between 48 and 55. The average age of menopause in the UK is 51, but it can happen much earlier. More women, not just older women, are now working through and beyond the menopause.

Menopause is not usually associated with the workplace or with workers' health and safety, however it is a protected characteristic of the Equality Act 2010. Although many experience few problems around this time, others have severe problems, and these problems can sometimes arise from the way we work and working conditions.

These particular changes involved only happen to those assigned female at birth and affect different women in different ways. Some experience few or no symptoms, others experience mild to severe symptoms. Recognising these changes can help in making the links between workplace health and safety and the problems some women experience working through the menopause.

The effects of the menopause should be considered in any relevant capability performance or issues as it is recognised that the physical and psychological symptoms of the menopause and side effects of hormone replacement therapy may have a detrimental impact on women's work performance.

This policy should be read alongside Keswick Town Council's sickness policy.

Menopause

The menopause is part of the natural ageing process for women. It refers to the time when menstruation has ceased for 12 consecutive months. This occurs naturally between the ages of 48 and 55. Overall, this period of hormonal change and associated symptoms can last from four to eight years. When menopause occurs before age 40, it is considered early. Early menopause can be caused by medical treatments, or it can just happen on its own.

The menopause occurs in all women and begins when the ovaries spontaneously fail to produce the hormones oestrogen and progesterone. The resulting low and changing levels of hormones, particularly oestrogen, are thought to be the cause of menopausal symptoms in many women.

Menopause is usually a natural process involving gradual change, sometimes it can be sudden and acute resulting from medical intervention e.g. following a hysterectomy involving removal of a woman's ovaries, or certain cancer treatments.

It is important to note that not every woman will notice every symptom, or even need help or support. However, 75% of women do experience some symptoms, and 25% could be classed as severe. Some symptoms associated with the menopause include hot flushes, heavy periods, urinary problems, palpitations, panic attacks, night sweats and sleep disturbance, fatigue, poor concentration, poor memory, irritability, mood disturbance, skin irritation, anxiety attacks, aches, pains, memory loss, dryness of the skin and eyes. Not every woman will experience all of these symptoms, and they may not occur continuously.

The changes in oestrogen levels can result in intermittent symptoms around this time including hot flushes, sweating, increased susceptibility to anxiety, fatigue, and stress and sometimes memory loss. Hormonal changes associated with the menopause can affect a woman's future health as well as her experience of menopausal symptoms. Some women require medical advice and treatment such as Hormone Replacement Therapy (HRT). Seeking medical advice about menopause-related symptoms may mean the requirement of time off work to attend medical appointments and/or treatment. HRT can benefit some women (e.g. by helping to reduce risks of osteoporosis in high-risk groups). HRT is not suitable for everyone – medical advice and supervision is essential.

Women experiencing the menopause may encounter difficulties at work as a result of their symptoms. Some women find themselves feeling less confident as a result of significant and embarrassing symptoms. Tiredness and night sweats can make women more susceptible to fatigue and work-related stress.

Women can be affected in different ways but workplace factors that can make working life difficult for women experiencing the menopause include:

- Lack of suitable risk assessments;
- Lack of awareness of the menopause
- Lack of management training on women's health issues;
- Poor ventilation and air quality;
- Inadequate access to drinking water;
- Inadequate toilet access and inflexible break times;
- Negative attitudes;
- Unsympathetic line management/colleagues
- Excessive demands and stress

Accessing support

It is recognised that the menopause is a very personal experience and different levels of support may be needed. As with all longstanding health-related conditions, Keswick Town Council is aware that sympathetic and appropriate support is required from line management to help women deal with the issues arising from the menopause.

Female employees may feel uncomfortable going to their Line Manager if they are experiencing problems, especially if the Line Manager is male. There are other options available, such as approaching a senior female colleague.

Keswick Town Council is committed to ensuring that conditions in the workplace do not make symptoms worse. Adjustments may be necessary to support women who are experiencing the menopause.

A risk assessment should be undertaken in order to consider the particular requirements of menopausal women and ensure that the working environment will not make their symptoms worse. The risk assessment will assist with the identification of any potential adjustments which may be required.

Working time arrangements should be flexible enough to ensure they meet the needs of menopausal women, who may at times require access to more flexible working in order to deal with their symptoms, including starting later after difficulties sleeping, needing to leave work suddenly or take more breaks during the day.

Consideration should be given to environmental factors. Issues that have been highlighted as useful among the general working population include temperature and ventilation controls, such as the use of fans. Office seating plans could also be reviewed to enable the employee to sit near the window in order for the employee to adjust the temperature of the room accordingly.

Consideration should be given regarding access to chilled drinking water and access to adequate workplace sanitary facilities. Uniform may exacerbate symptoms in terms of hot flushes and sweating therefore flexibility may be required to enable employees to cope with these symptoms.

Adjustments may be required to the employees' duties as hot flushes can be more difficult to cope with when undertaking high visibility work such as formal presentation and formal meetings for example.

Self Help

Current health promotion advice to women highlights the importance of lifestyle choices before, during and after the menopause and the benefits of:

- Eating healthily and regularly;
- Wearing natural fibres
- Exercising regularly to maintain aerobic fitness levels;
- Consulting with their GP on the management of the menopause and to ensure that any symptoms are not due to any other causes;
- Contacting Occupational Health about their symptoms in order to obtain advice and support;
- Obtaining support and discussing their symptoms with a trusted manager;
- Drinking plenty of water;
- Not smoking;
- Ensuring alcohol intake is at, or below, recommended levels;
- Having access to natural light;
- Getting adequate rest and relaxation.

These can help with some symptoms of menopause and may also help reduce the risks of other conditions in later life.

There are two main strands of law that may relate to the perimenopause and menopause:

The Equality Act 2010 protects workers against discrimination. This includes because of their sex, a disability and their age.

The Health and Safety at Work Act 1974 says an employer must, where reasonably practical, ensure health, safety and welfare at work.

SOURCES OF FURTHER ADVICE AND GUIDANCE

- Menopause Matters <https://www.menopausematters.co.uk>
- The Daisy Network (supporting women who experience premature menopause) <https://www.daisynetwork.org.uk>
- The Hysterectomy Association <https://hysterectomy-association.org.uk>
- National Institute for Health and Care Excellent (NICE) guidelines. These explain how your GP will determine what treatments and interventions they can offer you. You can find out more information by using the following link <https://www.nice.org.uk/guidance/ng23>
- Menopause Information. The Royal College of Obstetricians and Gynaecologists offer further information in a dedicated area of their website at: <https://www.rcog.org.uk/en/patients/menopause>
- Henpicked. This site provides information on managing menopause, and an insight into women's stories see <https://henpicked.net/menopause>
- The British Menopause Society (BMS), established in 1989, educates, informs and guides healthcare professionals in all aspects of post reproductive health. This is achieved through an annual programme of lectures, conferences, meetings, exhibitions and our interactive website. They offer a range of publications including our quarterly journal Post Reproductive Health and the definite handbook Management of the Menopause. Find out more at <https://thebms.org.uk>



Ministry of Housing,
Communities &
Local Government

Open consultation

Enabling remote attendance and proxy voting at local authority meetings

Published 24 October 2024

Applies to England

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This publication is available at <https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings/enabling-remote-attendance-and-proxy-voting-at-local-authority-meetings>

Scope of this consultation

Topic of this consultation

This short consultation seeks views on the detail and practical implications of allowing remote and hybrid attendance and proxy voting at local authority meetings in England.

Scope of this consultation

Government is consulting on introducing powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances.

If any changes to legislation are made as a result of this consultation would apply to England only local authorities meaning:

- a county council
- a unitary authority
- a London borough council
- a district council
- the Common Council of the City of London
- the Greater London Authority
- the Council of the Isles of Scilly
- a parish council
- a joint board continued in being by virtue of section 263(1) of the 1972 Act
- a parish meeting constituted under section 13 of the Local Government Act 1972
- Transport for London, Para.5 of Schedule 10 of the GLA 1999 allows the GLA to regulate its own procedures and committees
- an authority established under section 10 of the Local Government Act 1985
- a joint authority established under Part 4 of the Local Government Act 1985
- a joint committee constituted to be a local planning authority under section 29 of the Planning and Compulsory Purchase Act 2004
- a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009

- a combined county authority established under section 9 of the Levelling Up and Regeneration Act 2023
- a fire and rescue authority constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies, or created by an order under section 4A of that Act
- a National Park authority as referenced at section 184 of the LGA 1972 and/or established under section 63 of the Environment Act 1995
- the Broads Authority established by section 1 of the Norfolk and Suffolk Broads Act 1988
- a conservation board established under section 86 of the Countryside and Rights of Way Act 2000
- a police and crime panel established under section 28 of the Police Reform and Social Responsibility Act 2011

Geographical scope

The questions in this consultation apply to all relevant local authorities in England as defined above.

They do **not** apply to authorities in Wales, Scotland or Northern Ireland.

Impact assessment

If any policy changes are made following this consultation they will be subject to appropriate assessment. No impact assessment has been conducted at this time.

Basic information

This is an open consultation. We particularly seek the views of individual members of the public; prospective and current local authority members/representatives; all relevant local authorities defined above; and those bodies that represent the interests of local members/representatives at all levels.

Body/bodies responsible for the consultation

The Local Government Capability and Improvement Division in the Ministry of Housing, Communities and Local Government is responsible for conducting this consultation.

Duration

This consultation will last for 8 weeks from 24 October 2024.

Enquiries

For any enquiries about the consultation please contact:
remoteattendanceconsultation@communities.gov.uk

How to respond

You can only respond to this consultation through our online consultation platform, Citizen Space. [Respond via Citizen Space](https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting) (<https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting>).

Ministerial foreword

The government has set out its intention to reset the relationship between central and local government as partners in delivering better outcomes for the communities we collectively represent. Key to this is supporting the sector to modernise democratic engagement, raise standards and widen the range of candidates standing for council by removing unnecessary barriers.

The attendance of elected members at local authority meetings is a core part of the democratic process at the local level and is integral to members carrying out their functions effectively. In addition to the value of members coming together to debate and discuss the issues which impact the lives of the people they represent; it is also important that local residents have the

opportunity to engage directly with the people they have elected to take key decisions on their behalf.

At the same time, the government recognises that there are circumstances in which it may not always be possible for members to attend council meetings in person. It is with this in mind that the government intends to amend the law to introduce provisions for remote attendance at local authority meetings.

The intent is that this increased flexibility will strike the balance between the principle that significant in-person engagement remains vitally important, and a recognition that there will sometimes be a need to accommodate members' requirements to attend council meetings remotely. We hope it will encourage a wider diversity of people willing and able to stand and actively participate in local democracy by creating improved conditions where meetings are accessible and inclusive.

In addition, we are seeking views on the possible introduction of proxy voting for those occasions when an elected member, due to personal circumstances, may be unable to attend even remotely, for example during maternity, paternity or adoption leave.

In line with the government's commitment to working with local government to establish partnerships built on mutual respect, genuine collaboration, and meaningful engagement, this short consultation seeks your views on the detail and practical implications of this proposition to inform our ongoing policy development.

Who we would like to hear from

Responses are invited from local authority elected members, all types and tiers of authorities, and local authority sector representative organisations. We are also particularly keen to hear from those members of the public who have point of view based on their interest in accessing local democracy in their area or standing as a candidate for local government at any tier to represent their local community at some future point.

Question 1

Please tick all that apply - are you responding to this consultation as:

a) an elected member – if so please indicate which local authority type(s) you serve on

- Town or Parish Council

- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

b) a council body – if so please indicate which local authority type

- Town or Parish Council
- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

c) a member of the public

d) a local government sector body – please state

The proposal for remote attendance

The government intends to legislate to give local authorities the flexibility to allow elected members to attend formal council meetings remotely. We believe that this modernising measure of providing broad flexibility to enable remote attendance will have the dual positive impacts of diversifying the representation of those willing and able to stand for elected office and enhance the resilience of local authorities in the face of local or national emergencies.

The intent is that this legislative change would give local authorities the flexibility to allow members to attend remotely.

Question 2

Do you agree with the broad principle of granting local authorities powers to allow remote attendance at formal meetings?

Yes/No

If you answered No to the above question please go directly to question 4.

Question 3

If you answered Yes to the above question, do you think that there should be specific limitations on remote attendance?

Please tick all the options below that correspond with your view and use the free text box for any other comments.

a) Any formal meeting allowing remote attendance should have at least two thirds of members in physical attendance.

b) Members should only be able to attend council meetings remotely in exceptional circumstances, such as those who are medically or physically unable to attend, or for reasons of local or national emergencies.

c) There should be no limitations placed upon councils with regard to setting arrangements for remote attendance of council meetings, up to and including full remote attendance.

d) [Free text box]

Question 4

If you are an elected member can you anticipate that you personally may seek to attend some of your council meetings remotely?

- yes
- no
- I am not an elected member

Question 4a

If you answered No please use the free text below

[Free text box]

Question 4b

If you answered Yes, could you indicate below which of the following options best describes your likely pattern of attending meetings remotely

- very occasionally
- from time to time

- regularly but not always
- all the time

Question 5

If you are responding to this consultation on behalf of a council as a whole, what proportion of the council's current elected members are likely to seek to attend council meetings remotely over the course of a year?

- less than 10%
- more than 10% but less than 50%
- more than 50% but less than 90%
- most of them 90% to 100%

Question 6

The government recognises that there may be cases in which it is necessary for councils to hold meetings fully remotely. Do you think there should be limitations placed on the number of fully remote meetings councils should be able to hold?

- a) Councils should be able to allow full remote attendance at up to half of council meetings within a twelve-month calendar period.
- b) Councils should only have the flexibility to change a meeting from in-person to online, or vice versa, due to unforeseen and exceptional circumstances.
- c) Councils should not have the flexibility to conduct fully remote meetings to ensure there is always an in-person presence.
- d) [Free text box]

Question 7

Do you think there are there any necessary procedural measures that would help to ensure a remote or hybrid attendance policy is workable and efficient?

Please tick all the options that correspond with your view and use the free text box for any other comments.

- a) Councils should be required to publish a list of attendees joining the meeting remotely and give notice if a meeting is being held with full remote attendance.

b) Councils should be required to ensure that standard constitutional arrangements are followed for hybrid and fully remote meetings.

c) Councils should be required to make arrangements to ensure restricted items (where a council decision is taken in private to protect confidentiality) are managed appropriately and to require remotely attending members to join from a private location.

d) Other [Free text box]

Question 8

Do you think legislative change to allow councillors to attend local authority meetings remotely should or should not be considered for the following reasons?

Tick all the statements below that apply to your point of view.

Should be considered because

Should not be considered because

It is a positive modernising measure.

Councillors should be physically present at all formal meetings.

It would likely increase the diversity of people willing and able to stand for election in their local area, making councils more representative of the communities they serve.

It could lead to a significant number of councillors habitually attending remotely and ultimately reduce the effectiveness of councils.

Councils would be more resilient in the event of local or national emergencies which prevent in-person attendance.

It would be more difficult for councillors to build personal working relationships with colleagues, and engage with members of the public in attendance at meetings.

Free text box – please state any other reasons

Free text box – please state any other reasons

Question 9

In your view, would allowing councillors to attend formal local authority meetings remotely according to their needs particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please tick an option below:

- it would benefit members
- it would disadvantage members
- neither

Please use the text box below to make any further comment on this question.

[Free text box]

Proxy voting

Proxy voting is a form of voting whereby a member of a decision-making body may delegate their voting power to another representative to enable a vote in their absence.

It is possible some members may find that, due to their personal circumstances, they are temporarily unable to participate in meetings even if remote attendance provisions are in place. Provisions for proxy voting could provide additional flexibility to those who really need it on a time-limited basis, allowing affected members to indirectly exercise their democratic duty, participate in their local authority's governance, and ensure that their views are taken into consideration. In the context of local authorities, the representative would have to be another elected member of the local authority.

Question 10

In addition to provisions allowing for remote attendance, do you consider that it would be helpful to introduce proxy voting?

- yes
- no
- unsure

Question 11

If yes, for which of the following reasons which may prohibit a member's participation in council meetings do you consider it would be appropriate?

Please select all that apply:

- physical or medical conditions
- caring responsibilities
- parental leave or other responsibilities
- other [Free text box]

Question 12

Are there circumstances in which you feel proxy voting would not be appropriate?

[Free text box]

Question 13

If you think proxy voting is appropriate, are there any limitations you think should be placed upon it?

[Free text box]

About this consultation

This consultation has been planned to adhere to the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal data, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 (DPA), the UK General Data Protection Regulation, and the Environmental Information Regulations 2004).

If you want the information that you provide to be treated as confidential, please be aware that, as a public authority, the Department is bound by the Freedom of Information Act and may therefore be obliged to disclose all or some of the information you provide. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic

confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Ministry of Housing, Communities and Local Government will process your personal data in accordance with the law and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included at Annex A.

Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us via the [complaints procedure](https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure) (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure>).

Annex A: Personal data

The following is to explain your rights and give you the information you are be entitled to under the Data Protection Act 2018. Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally) not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for

statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

The Data Protection Act 2018 states that, as a government department, MHCLG may process personal data as necessary for the effective performance of a task carried out in the public interest. i.e. a consultation.

4. With whom we will be sharing your personal data

We use a third-party platform, Citizen Space, to collect consultation responses. In the first instance, your personal data will be stored on their secure UK-based servers.

5. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for 2 years from the closure of the consultation.

6. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a) to see what data we have about you
- b) to ask us to stop using your data, but keep it on record
- c) to ask to have all or some of your data deleted or corrected
- d) to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

7. **Your personal data will not be sent overseas**

8. **Your personal data will not be used for any automated decision making**

9. **Your personal data will be stored on a secure government IT system**

Your data will be transferred to our secure government IT system as soon as possible after the consultation has closed, and it will be stored there for the standard 2 years of retention before it is deleted.

OGI

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KESWICK TOWN COUNCIL

Minutes of meeting of the Staffing Committee held in the Council Chamber, Town Hall, Keswick on Friday 1 November at 9.30 a.m.

Present: Councillor Louise Dunn (Chair)
Councillor Chris Houghton
Councillor Claire Houghton
Councillor Jean Murray
Councillor Lorraine Taylor
Vivien Little – Town Clerk
Christine Fawcett – Parks Manager
Catherine Parker – Responsible Financial Officer

7. Apologies

No apologies for absence were received at this meeting.

8. Declarations of Interest

No declarations of interest were made at this meeting.

9. Minutes

The minutes of the last meeting held on 23 May 2024 (page 1) were approved as a correct record.

Prior to the following business the Chair 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’

10. Minutes

The private minutes of the last meeting held on 23 May 2024 (pages 1-2) were approved as a correct record.

11. Annual Review of Pay and Conditions of Service of Employees

RESOLVED that all recommendations in the report were agreed, with job evaluations to be completed for all staff moving forward.

12. Clerk’s Report

Consideration was given to the report of the Clerk.

RESOLVED that

- i) The office be closed from Tuesday 24 December 2024 at noon to Thursday 2 January 2025; and
- ii) a training programme be developed for all staff.

13. Date of next meeting

The date of the next meeting is to be confirmed.

The meeting ended at 10.36 p.m.

Chairman

Date

A resolution cannot be reversed within 6 months except by a special resolution the written notice of which bears the names of at least three members.

Keswick Town Council Meeting to be held Thursday 21 November 2024

Written Notice of Special Resolution

We the undersigned hereby give written notice of a special resolution as follows:

‘That the Town Council resolves to rescind the resolution in Minute No. 104 i.e. ‘that Company B be awarded the contract for supplying a photocopier/scanner to the Town Hall office for a period of five years’

Signed Councillor (Steve Harwood)

Councillor (Louise Dunn)

Councillor (Claire Peat)