

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

**Council Offices**  
**50 Main Street**  
**Keswick**  
**Cumbria**  
**CA12 5JS**  
**017687 73607**  
**Email: [townclerk@keswicktowncouncil.gov.uk](mailto:townclerk@keswicktowncouncil.gov.uk)**

13<sup>th</sup> February 2025

A meeting of Keswick Town Council will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Thursday 20<sup>th</sup> February 2025 at **7.00 p.m.**

Yours sincerely



**Vivien Little**  
**Town Clerk**

**A G E N D A**

- 1. Apologies**  
To receive apologies for absence.
- 2. Minutes**  
To authorise the Chairman to sign as a correct record the minutes of the Town Council meeting held on Thursday 16<sup>th</sup> January 2025 (pages 30-33).
- 3. 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.
- 4. 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). Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

*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.*

- 5. Police Report**  
To receive the newsletter of the Allerdale Rural Neighbourhood Policing Team.

**6. 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.

**7. 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.

**8. 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 update on National Park Planning Decisions.

**9. Mayor's Report**

To receive details of the Mayor's engagements and meeting attendance for the period 10<sup>th</sup> January 2025 – 13<sup>th</sup> February 2025.

**10. Reports from Ward Representatives**

To receive reports from the following representatives:

- i) Cumberland Council – no report available
- ii) Lake District National Park Authority North Distinctive Area Parishes Representative.

**11. Payment of Accounts**

To confirm the payment of accounts for February 2025 as approved by the Inspection Committee (to be circulated prior to the meeting) for:

- i) The Town Council
- ii) The Trusts

**12. Friends of the Lake District – Who Pays for the Lake District?**

To receive a report from Councillor Dunn.

**13. CCTV Report**

To receive the report of the Responsible Financial Officer.

**14. Quarterly Budgets**

To receive for information the quarterly budget comparisons.

**15. Annual Risk Management Assessment**

To receive the report of the Responsible Financial Officer.

**16. Review of Internal Control and Audit**

To receive the report from the Responsible Financial Officer.

**17. Reports from Representatives on Outside Bodies**

- i) Keswick Ministries – Councillor Rob Nelson

**18. Correspondence**

To respond to a letter received from the Chief Constable of Cumbria and nominate two Council representatives.

To: All Councillors, Press, Police

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

Minutes of the meeting of Keswick Town Council held on Thursday 16<sup>th</sup> January 2025 at the Council Chamber, Town Hall, Keswick at 7.00 pm.

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**Present:**

**Chair**  
 Councillor Louise Dunn

**Councillors**

Natalie Evans  
 Claire Houghton  
 Jean Murray  
 Lorraine Taylor

Steve Harwood  
 Denstone Kemp  
 Rob Nelson

Chris Houghton  
 Benita Laphorn  
 Claire Peat

Also present was Vivien Little (Town Clerk), Catherine Parker (Responsible Financial Officer), two members of the public, Councillor Sally Lansbury (Cumberland Council) and one member of the press.

**148. Apologies**

No apologies for absence were received at this meeting.

**149. Minutes**

**RESOLVED** that the Chair be authorised to sign as a correct record the minutes of the Town Council Meeting held on the 21st November 2024 (pages 22-25) and 12<sup>th</sup> December 2024 (pages 26-29).

**150. Requests for Dispensations**

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

**151. Declarations of Interests**

Councillor Peat declared a Disclosable Pecuniary Interest with regard to agenda item 14, as she was employed by Keswick Community Emergency Response Partnership. She would leave the room regarding any discussion of that budget line.

Councillor Laphorn declared a personal interest with regard to agenda item 14, as she was Secretary of the Keswick Community Housing Trust. She would remain in the room for any discussion on that item.

**152. Police Report**

**RECEIVED** the report of the Allerdale Rural Neighbourhood Policing Team.

**153. Matters to be received from the Public**

A member of West Cumbria Rivers Trust gave a presentation on the Resilient Glenderamackin project, seeking Town Council support in engaging community and businesses in Keswick.

**154. Matters to be raised by Councillors**

Councillor Peat requested that an update be given on the proposed Community Partnership Scheme at the next Town Council meeting. Councillor Murray informed Councillors that there would be a meeting at the beginning of February, and that following that an update could be delivered.

**155. Outside Bodies Report**

**RECEIVED** the report from the following representatives:

- i) Keswick Flood Action Group
- ii) Minutes of the Keswick Ministries Town Liaison Forum held on Thursday 12 September 2025.

## 156. 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
<b>T/2024/0226</b>	T 1 - 3 - Lawson Cypress - Fell. T4 - Yew - Fell. T5 - Sawara Cypress - remove 4 limbs over BT wires 8 , Manor Park, Keswick, Cumbria CA12 4AA <i>Support - We support the recommendations of the Tree Specialist</i> <b>SUPPORT</b>
<b>7/2024/2244</b>	Alterations and extensions to single storey dwelling, with rear single storey extension and new first floor extensions Mossgeil, Rogerfield, Keswick, CA12 4BW <i>Support - we support the amended design proposals from the previous application, 7/2024/2230, which we feel are more in keeping with the character of the existing dwelling and the neighbourhood in general. We note the objection of an adjoining owner but we feel the scale of the proposed extensions is compatible with adjacent dwellings on Rogerfield</i> <b>SUPPORT</b>
<b>7/2024/2246</b>	Proposed installation of various external signs and associated Bank Tavern, 45-47, Main Street, Keswick, Cumbria, CA12 5DS <i>Support - This is a welcome upgrade to the existing signage in this prominent town centre location</i> <b>SUPPORT</b>
<b>7/2024/2247</b>	Proposed installation of external signs and associated lighting including repainting of the exterior Bank Tavern, 45-47, Main Street, Keswick, Cumbria, CA12 5DS <i>Support - This is a Grade 11 listed building and we welcome the overall upgrading of existing signs, lighting and external repainting proposed</i> <b>SUPPORT</b>
<b>7/2024/2250</b>	Demolition and new build dwellinghouse Clarewood, Lonsties, Keswick, CA12 4TD <i>Support - There are no distinguishing features of the dwelling currently on this site, which is in an elevated location surrounded by mature landscaping</i> <b>SUPPORT</b>



**7/2025/2002** Replacement x6 windows and x2 doors with white uPVC  
 Fieldside Grange, Off Eleventrees, Keswick, CA12 4RN  
*Object- as this is a traditional stone building with the existing windows in wood, the use of UPVC on this type of building goes against the advice in the newly adopted Lake District Design Code - sections 3.31 and 3.32. It is perfectly possible to get pre finished high quality wood windows of equal performance and we believe it is the most appropriate and sustainable option in this case*  
**OBJECT**

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

**157. Licensing application**

**RECEIVED** Planning and Licensing Group report on licensing applications received.

**158. Mayor's Report**

**RECEIVED** details of the Mayor's engagements and meeting attendance for the period 6th December 2024–9th January 2025.

**159. Reports from Ward Representatives**

**RECEIVED** reports from the following representatives:

- i) Cumberland Council – Councillor Lansbury updated Councillors in the upcoming Lakes to Sea Panel – Active Travel Session, and informed them that a future item would be flooding/emergency response.

Cumberland Council fully supported the recent proposal regarding devolution and an elected Mayor alongside Westmorland and Furness Council.

There would now be auto enrolment for school meals for those who required, rather than having to apply for it.

- ii) Lake District National Park Authority North Distinctive Area Parishes Representative (if available).

**160. Council Tax Base Confirmation**

**RECEIVED** the report from the Responsible Financial Officer.

**RESOLVED** that the draft Council Tax Base confirmation be noted, with the expectation that it would not change.

**161. Budget for 2025/2026**

The draft Budget for the financial year 2025/26 was presented for approval.

**RESOLVED** that:

- i) the draft Budget for the financial year 2025/26 be approved with the addition of £20,000 to top up reserves; and
- ii) the precept for 2025/26 be set at £401,904.00 (Action – Responsible Financial Officer)

**162. Payment of Accounts**

**RESOLVED** that the payment of accounts for January 2025 as approved by the Inspection Committee be authorised for payment (Action – RFO).

- i. For the Town Council, vouchers 202-221, amounting to £32, 094.11 (thirty two thousand ninety four pounds and eleven pence)
- ii. For the Trusts, vouchers HP162 – FP169, amounting to £47, 195.55 (forty seven thousand one hundred and ninety five pounds and fifty five pence)

**163. Clerk's Report**

**RECEIVED** the report of the Clerk.

**164. Consultation Response**

- i. Considerations as given to the MHCLG's consultation on Standards in Local Authorities.  
**RESOLVED** that Councillors should be encourage to respond to the survey as individuals.
- ii. Consideration was given to the Keswick Parking Strategy Survey run by Cumberland Council.
- iii. **RESOLVED** that Councillors should be encourage to respond to the survey as individuals.

**165. Membership of Committees and Outside Bodies**

Consideration was given to the current membership of Committees and Outside Bodies, given the recent resignations and co-options.

**RESOLVED** that:

- i. Councillor Evans be appointed to the Events Committee, and represent the Town Council on the Youth Centre and Sustainable Keswick, both alongside Councillor Taylor;
- ii. Councillor Peat be appointed to the Planning and Licensing Group; and
- iii. Councillor Murray be appointed as the Council's representative on Keswick Community Emergency Recovery Partnership. (Action – Clerk)

**166. Events Minutes**

**RECEIVED** for information the minutes of the Events Committee held on 5 December 2024.

The meeting closed at 8.18 p.m.

\_\_\_\_\_  
Chairman

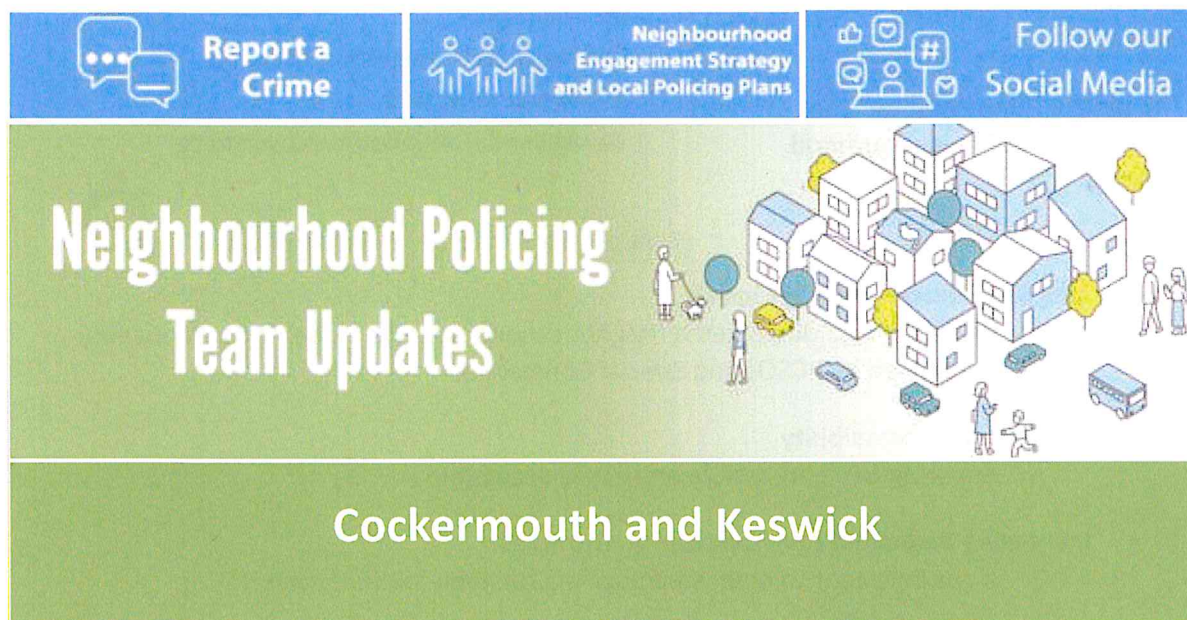
\_\_\_\_\_  
Date

**Ania Mlynczak**

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**From:** Cumbria Police <CumbriaPolice@public.govdelivery.com>  
**Sent:** 17 January 2025 10:02  
**To:** Ania Mlynczak  
**Subject:** December 2024 & January 2025 - Cockermouth and Keswick

[View in browser](#)



In this months newsletter you will read about some of the things the team have been doing in the run up to the New Year.

In the coming year you can continue to expect a visible presence in your neighbourhoods, more proactive work and tackling the issues that matter to you the most.

In 2025, we continue to see extra patrols targeting anti-social behaviour and serious violence as part of Operation Enhance.

These are extra patrols funded by money secured by the Police, Fire and Crime Commissioner to target anti-social behaviour and violence in hotspot areas.

You can also report issues online: [www.cumbria.police.uk/report-it](http://www.cumbria.police.uk/report-it)



**Inspector Pete Aiston**

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**Neighbourhood Policing Pledge**

- committing to the College of Policing's future roll out of the Neighbourhood Policing Programme

Chief Constable Rob Carden, together with Police, Fire and Crime Commissioner David Allen, launched the pledge today at an event at Cumbria Police Headquarters in Penrith.

A number of elected local councillors also attended the event where the structure of the pledge was outlined along with the key deliverables of how we will measure performance.

**Chief Constable Rob Carden said:** "Cumbria Police is committed to neighbourhood policing, which remains firmly at the heart of the organisation.

"Cumbria and its geography bring some unique policing challenges, with many rural communities and around 42.2 million visitors into the Lake District every year.

"These challenges highlight the real need for maintaining a positive relationship with our residents, business owners and visitors and building trust and confidence in our policing response.

"This pledge further reinforces our ongoing commitment to providing a quality policing service for the people of Cumbria through providing a visible policing presence and prompt response to issues you say matter the most.

"I am proud to be launching this new pledge today, in partnership with the Police, Fire and Crime Commissioner, which sets out how we will deliver this service to our communities and what our communities can expect from us."

**David Allen, Cumbria's Police, Fire and Crime Commissioner said:** "I promised the public that I would put Police back on the beat, with named visible officers that they know and trust.

"I understand how important to you seeing named police officers in your local communities is, preventing and tackling anti-social behaviour, theft and crime. Residents bring this up with me time and time again, I am listening to you and today's pledge is about responding to what the public want from their police force.

"I started my career as a Neighbourhood Bobby, I know communities want to see named officers in their communities, this is the start of that journey, and I will be working with the Chief Constable to build on our neighbourhood policing model."

The public can find out who their named local Police Officers are by visiting [Your area | Cumbria Police](#)

The pledge will be monitored by Cumbria's Police, Fire and Crime Commissioner David Allen where he will be able to measure the Force's progress at a local level.



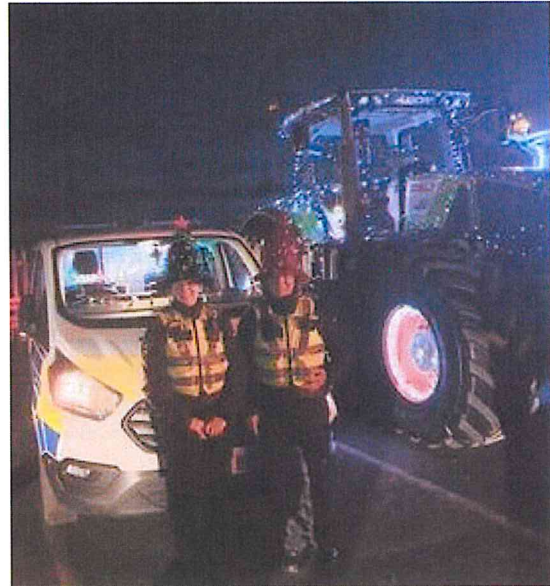
### Tractor Run

On 17 December, PCSOs Rachel & Kerry attended the Tractor Run.

Such a brilliant event and all for good causes.

The support that they received from everyone was brilliant and to see the amount of people out on the streets from Wigton, right through to the end at Cockermouth was fantastic.

Thankyou all for waving at us and humouring our silly Christmas Tree hats



### Neurodiversity support

On 19 December, PCSO Pete Nichol and Shirley Murphy from Autism support Allerdale and Copeland are doing home visits in Workington and Cockermouth for people who are neurodiverse and have had contact with the police.

This is a supportive role to help those individuals.

### Camera Registry Programme

Residents across Cumbria are being encouraged to register their CCTV or doorbell camera so officers can accelerate investigative enquiries and bring more criminals to justice.

Connect Cumbria enables officers to access a map detailing pre-registered CCTV or doorbell cameras in a location of a crime.

When a crime takes place, officers can look on the Fusus by Axon portal and see immediately which businesses and residential properties close to the scene have CCTV or doorbell cameras, and therefore may have vital evidence.

To register your CCTV or doorbell camera, please visit: [Home - Connect Cumbria](#)

If you are having problems registering your address, you can view the privacy FAQ's for the solution here: [Privacy FAQs - Connect Cumbria](#)



### CAMERA REGISTRY PROGRAMME

Register your CCTV and/or doorbell camera with Cumbria Constabulary:

[connectcumbria.co.uk](https://connectcumbria.co.uk)



### Keswick patrols

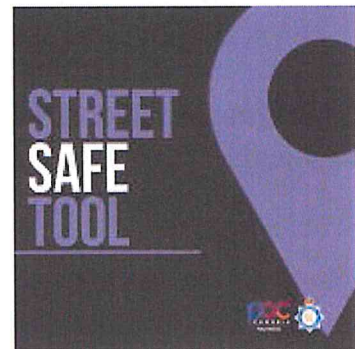
On 6 January, we were out on foot patrol in Keswick.

If you see officers out on patrol please feel free to stop and have a chat or voice any concerns.

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**  
📅 Tue 21 January 2025  
🕒 11:00AM - 12:00PM

📅 Mon 24 February 2025  
🕒 10:00AM - 11:00AM

📅 Mon 31 March 2025  
🕒 1:00PM - 2:00PM

**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](http://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.



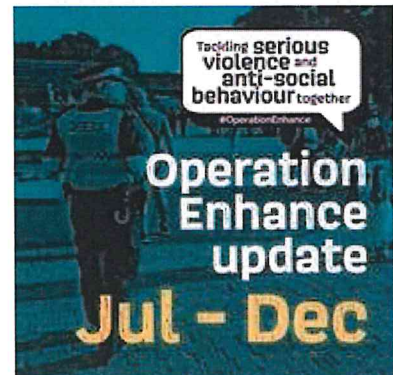
# In other news

## **Operation Enhance Update: More than 2,500 hours of extra patrols conducted as ASB continues to fall in hotspot areas**

Six months into Cumbria Constabulary's dedicated operation tackling antisocial behaviour and serious violence in the county has resulted in more than 2,500 hours of extra patrols and a significant reduction in antisocial behaviour.

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. [Read more here.](#)



## **Man jailed for four years following attack on partner**

A man from Keswick was yesterday (Jan 6) been jailed for section 18 grievous bodily Harm with intent at Carlisle Crown Court.

Daniel Holden, 56, of Station Road, Keswick was sentenced to four years.

He pleaded guilty to the offence at an earlier hearing in November.

The court heard that on 5 July 2024, North West Ambulance Service (NWAS) contacted Cumbria Police having had a call from Holden reporting he had hit his partner over the head with a pick axe. [Read more here.](#)

## **More than 200 drink and drug driving arrests coincides with zero fatal road traffic collisions in December**

More than 200 drink and drug driving arrests were made during December as part of Cumbria Constabulary's road safety operation - Operation Limit.

Officers stopped almost 3,000 vehicles in total and made 206 arrests on suspicion of drink or drug driving, being unfit or failing to provide.



# **OPERATION LIMIT**

OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	9	7	2	28.6%
Burglary	4	4	0	0.0%
Drug offences	2	2	0	0.0%
Miscellaneous Crimes Against Society	6	1	5	500.0%
Possession of weapons offences	0	3	-3	-100.0%
Public order offences	6	7	-1	-14.3%
Robbery	0	0	0	0.0%
Sexual offences	6	2	4	200.0%
Theft offences	7	13	-6	-46.2%
Vehicle Offences	3	3	0	0.0%
Violence against the person	38	50	-12	-24.0%
<b>Total</b>	<b>81</b>	<b>92</b>	<b>-11</b>	<b>-12.0%</b>

● Month Total ● Previous Year ● Average Previous 3 Years



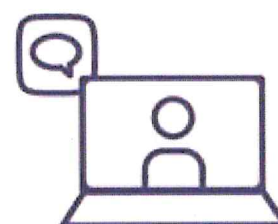
**Please report any incidents of crime or anti-social behaviour to us, to help us keep Cumbria safe.**

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.





## Planning Applications received between 10/01/2025 - 13/02/2025

Plan ref	Reply by	Location	Description of Proposed Development
T/2025/0008	n/a - KTC application	Upper Fitz Park, Station Road, Keswick, Cumbria, CA12 4NF	Tree Work in Conservation Area - T002 Horse Chestnut - Fell; T003 Common Lime - Crown lift over footpath and remove dead branches; T014 Tulip tree - Remove dead wood and hung up branches; T015 Norway Maple - Remove dead branches from crown and inspect decay of limb over Station Road; T010 Atlas Cedar - Remove hung up branches and dead wood; T084 Atlas Cedar - Remove hung up branches and dead wood; T007 Scots Pine - Fell; T009 Laburnum - Fell dead stems; T011 Cherry - Remove dead wood; T012 Sessile Oak - Remove dead wood; T087 Larch - Remove hanging branches; T088 Holly - Fell; T089 Willow - Remove cracked and split limb; T004 Lawson Cypress - Remove dead stem; T013 Larch - Remove hanging branch
T/2025/0009	n/a - KTC application	Hope Park, Golf Kiosk And Putting Green, Lake Road, Keswick, Cumbria, CA12 5DG	T025 Common Lime - Crown lift over footpath to 2.5meters and prune back from street lighting by 1 meter, remove dead wood; T022 Sycamore - Remove dead wood; T028 Silver Birch - Fell; T018 Sessile Oak - Prune branches back from street light by 1.5 meters; T021 Western Hemlock - Crown lift over footpath to 2.5 meters and remove dead wood; T043 Beech - Reduce branch over footpath by 2.5 meters; T023 Sycamore - Remove dead wood; T024 Sycamore - Remove dead wood; T026 Common Lime - Remove dead wood and prune back from light by 1.5 meters; T027 Sycamore - Remove dead wood over footpath; T099 Birch - Remove hanging branches; T102 Cedar - Remove hanging branches; T029 Ash - Remove dead wood; T030 Ash - Fell; T074 Sessile Oak - Remove dead branches over footpath; T099 Birch - Remove hanging branch; T102 Cedar - Remove hanging branch
7/2025/2015	03-Mar-25	1, Grange Park, Keswick, CA12 4AY	Ground floor extension to provide en-suite and walk in wardrobe with a balcony over. External alterations to the rear garden and entrance steps
7/2025/2016	05-Mar-25	Manor Glen, Ambleside Road, Keswick, Cumbria, CA12 4AG	Outline application for a residential development comprising of the retention of an existing 3-bedroom 2 storey dwelling and the removal of the ground floor northeast utility room and carport to improve vehicular access and the erection of a new detached garage. The construction of two self-build/custom-build 3-bedroom 2 storey dwellings with integral garages. Construction of a new site access off Manor Brow and associated vision splays. Construction of a new access road and turning head serving Manor Glen (existing dwelling) and self-build/custom-build Plots 1 & 2. Formation of parking areas for each plot. Associated external works, construction of bin holding areas and limited tree removal with some matters reserved.
7/2025/2017	05-Mar-25	1 Southey Yard, Southey Street, Keswick, Cumbria, CA12 4EF	Change of use of unit from workshop/storage to gym and sports therapy clinic
7/2024/2021	n/a - No comments required	Royal Oak, Main Street, Keswick, Cumbria, CA12 5HZ	Approval of details reserved by condition 3 (window seats at ground level) and condition 5 (slate flags and timber floor boards) on planning permission 7/2024/2239 proposed renovation with internal alterations, repairs to windows and painting exterior walls, doors and windows
7/2025/2022	12-Mar-25	Barclays Bank Plc, Market Square, Keswick, Cumbria, CA12 5BE	Replacement shop front and illuminated hanging signage
7/2025/2023	13-Mar-25	Barclays Bank Plc, Market Square, Keswick, Cumbria, CA12 5BE	Hanging Signage

**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](mailto:townclerk@keswicktowncouncil.gov.uk), prior to the meeting regarding any of the planning applications on this sheet.

## Decisions Received from LDNPA

### Planning Decisions Received between 10/01/2025 & 13/02/2025

#### AGENDA ITEM 8.ii)

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
T/2024/0212	Dec-24	Mountain Lodge, Lonsties, Keswick	CA12 4TD	2 x Birch trees (marked in orange in application) - Fell to ground level. 2 x	SUPPORT	GRANTED		
T/2024/0213	Dec-24	Gower, Blencathra Street, Keswick	CA12 4HW	T1 Lawson Cypress - Fell	SUPPORT	GRANTED		
T/2024/0226	Dec-24	8, Manor Park, Keswick	CA12 4AA	T1 - 3 - Lawson Cypress - Fell, T4 - Yew - Fell, T5 - Sawara Cypress - remove 4 limbs over BT wires	SUPPORT	GRANTED		
T/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	Application not determined by LDNPA	Appeal	Appeal dismissed
T/2024/2178	Nov-24	Ken Taylor Automotive, Crosthwaite Road, Keswick	CA12 5PP	Proposed change of use to outdoor adventure venue	SUPPORT/OBJECT	GRANTED		
T/2024/2239	Nov-24	Royal Oak, Main Street, Keswick	CA12 5HZ	Proposed renovation with internal alterations, repairs to windows and painting exterior walls, doors and windows	SUPPORT/OBJECT	GRANTED		
T/2024/2244	Dec-24	Mossgeil, Rogerfield, Keswick,	CA12 4BW	Alterations and extensions to single storey dwelling, with rear single storey extension and new first floor extensions	SUPPORT	GRANTED		
T/2024/2246	Dec-24	Bank Tavern, 45-47, Main Street, Keswick	CA12 5DS	Proposed installation of various external signs and associated lighting	SUPPORT	GRANTED		
T/2024/2247	Dec-24	Bank Tavern, 45-47, Main Street, Keswick	CA12 5DS	Proposed installation of external signs and associated lighting including repainting of the exterior	SUPPORT	GRANTED		
T/2024/2250	Dec-24	Clarewood, Lonsties, Keswick,	CA12 4TD	Demolition and new build dwellinghouse	SUPPORT	GRANTED		

**TOWN COUNCIL MEETING 20TH FEBRUARY 2025****MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 10<sup>th</sup> January 2025 to 13<sup>th</sup> February 2025

Monday 13 January	Meeting with Cumberland Council re Keswick Pool
Thursday 16 January	Keswick Town Council meeting
Thursday 23 January	Parks Trust meeting
Wednesday 5 February	Attended meeting about Derwentwater bathing water status at LDNPA offices
Thursday 6 February	Events Committee meeting
Friday 7 February	Mtg with Cumberland Council re Public Space Protection Order and it's application and enforcement
Tuesday 11 February	Participated in Keswick Councillor Surgery with fellow Councillors

## **Keswick Town Council's Response to The Friends of the Lake District Report 'Who pays for the Lake District?'**

In December 2024, Friends of the Lake District (FOLD) released a report entitled 'Who pays for the Lake District?'. The report, by sustainable tourism specialist Dr Davina Stanford, identifies where tourism is creating an "invisible burden" on the Lake District National Park's landscape, environment and communities, and then looks at how different tourist destinations across Europe deal with visitor impacts. The report also examines the ways that local authorities could raise money connected to tourism to make a positive difference to area.

The full report is available at:

<https://www.friendsofthelakedistrict.org.uk/whopaysforthelakes>

It is important to stress that tourism can be both beneficial and detrimental to the local population at the same time. The benefits are well articulated and accepted, this report is the first time the negative impacts has been so clearly articulated. When the level of tourism exceeds infrastructure capacity, the burden falls upon the resident communities as there is currently no mechanism to pay for the damage caused. The report calls for a visitor levy to raise funds to support infrastructure and sustainability measures that will make the Lake District National Park a better place to live and to visit.

This comes at a time when local communities are increasingly complaining to their elected representatives about (this is not an exhaustive list): lack of local housing, excessive numbers of dogs, nuisance parking, fly tipping and fly camping , lack of public toilets, lack of leisure facilities for the local population e.g. leisure centre with a pool.

A visitor payback scheme could address the negative impacts of tourism in the Lake District and unlock investment in vital areas like public transport. It is proposed that any tourist levy is administered by local government rather than by tourist organisations and that the benefits feed in to the community and to environmental works to mitigate visitor impact rather than promoting or funding tourist attractions and businesses directly. The report summarises how tourist tax has been implemented in many regions in Europe and there has been no detrimental impact on visitor numbers.

It could be argued that tourists pay too much tax already however the reality is that taxation paid by tourists is not felt locally. A redistribution is needed to assess local authorities to pay for the services used by tourists and invest in tourist assets and grow the visitor economy in the area

**KESWICK TOWN COUNCIL**  
**20<sup>th</sup> February 2025****CCTV in Keswick**

On the 22 January 2025 Cllr Dunn, Vivien and I met with Andy Petty to discuss upcoming changes to our CCTV contract with Bedroq (formerly Tellemachus). The system was installed in December 2020 and was funded by both the PCC and Keswick Town Council (other Town Councils also signed up to this). The agreement moving forward was for Town Councils to fund the service and maintenance contracts plus any out of contract repairs and the Constabulary would monitor the cameras from Police HQ.

Following the meeting Andy has sent the following information: -

*'I am writing on behalf of the Constabulary to give you all notice of some potential changes for the forthcoming financial year, which the Constabulary is hopeful that you will give your approval to.*

**Background**

*Last year, Bedroq (the Constabulary's CCTV partner) made the Constabulary aware of a situation that had come about which they had previously missed. It seems that when the Town Councils were initially offered the CCTV cameras in 2020/21 you were all offered a choice of Service & Maintenance packages, Bronze, Silver and Gold, and perhaps not surprisingly you all chose the cheapest option, which was the Bronze package. This package offered online maintenance along with a once-a-year service and clean of the camera. There were no on-site repairs or maintenance above the yearly service included in the Bronze package.*

*It now transpires that, for the last few years Bedroq have mistakenly overlooked that fact. This is completely Bedroq's oversight, and they accept that fact. So, it seems that each time that Bedroq have attended to repair your cameras over the last 3 or 4 years they have done so free of charge. At the same time, another issue has been raised by some of the Town Councils, in that the ongoing revenue costs of the cameras are potentially prohibitive.*

*For the benefit of all. The Constabulary has sought a solution where we could lower the costs for the individual Town Councils, whilst at the same time improving the level of service and maintenance that the cameras receive.*

**Solution**

*The Constabulary's proposal, assuming that you're interested, is to leverage the buying power of the much bigger Constabulary CCTV Contract and offer to buy in the ongoing revenue costs of Servicing & Maintenance along with 4G Sim coverage into the Constabulary Contract.*

*This would mean reduced costs for the Town Councils compared to current costs and would provide increased level of Service & Maintenance for the cameras as the Constabulary currently have the Gold standard of Service & Maintenance that includes onsite repairs.*

*Currently, the Town Councils are paying somewhere in the region of £2000 per camera per year for Service/Maintenance and 4G Sims. The Constabulary is proposing an annual contribution from the Town Councils of £850 per camera per year, therefore realising a substantial cost saving. The only difference would be that the Councils would be paying the Constabulary an annual contribution towards the cost of the camera service and maintenance and not Bedroq for the ongoing revenue payments.*

## KESWICK TOWN COUNCIL - GENERAL FUND - ADMINISTRATION

1st April 2024 - 31st March 2025

Budget Summary as at 30 December 2024 - 3rd Quarter

	AGREED Budget 24/25	Expenditure to 30.12.24	% of budget spent
<b>Expenditure:</b>			
Salaries, Nat ins & Pension	121,775	91664	75.27
Payroll - Outsource Costs	442	411	92.99
Rent	7,100	5325	75.00
Building Service Costs	7,500	0	0.00
Repairs - Decorating/Carpets/Upgrades	500	237	47.40
Insurances	900	828	92.00
Subscriptions	990	1274	128.69
STAFF - Conferences/Training	850	804	94.59
COUNCILLOR - Conferences/Training	990	60	6.06
Stationery	1,200	504	42.00
Postage	300	100	33.33
Telephone, Website & Internet	1,776	1611	90.71
Photocopier/Printer/Scanner	1,777	1216	68.43
Computer maintenance/support	4,172	1916	45.93
Office Equipment	200	80	40.00
Staff Expenses	200	176	88.00
Ex Employee Pension	1,640	1257	76.65
Health and Safety	70	100	142.86
Council Chamber/Meeting Expenditure	150	111	74.00
Staff Recruitment Costs	200	0	0.00
<b>Total Expenditure:</b>	<b>152732</b>	<b>107674</b>	<b>70.50</b>

Inc Prepayments

	AGREED Budget 24/25	Income to 30.12.24	% of budget income
<b>Income:</b>			
Photocopies	0	0	0.00
Council chamber rental	100	210	210.00
<b>Total Income:</b>			
	<b>100</b>	<b>210</b>	<b>210.00</b>

<b>To be allocated:</b>	<b>152632</b>	<b>107464</b>	<b>70.41</b>
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	AGREED Budget 24/25	Allocation to date
<b>Allocation:</b>		
General Fund - (60%)	91,580	64478
Hope Park - (20%)	30,526	21493
Fitz Park - (20%)	30,526	21493
	<b>152,632</b>	<b>107464</b>

# KESWICK TOWN COUNCIL - GENERAL FUND

1st April 2024 - 31st March 2025

Budget Summary as at 30 December 2024 - 3rd Quarter

Expenditure:	AGREED Budget 24/25	Expenditure to 30.12.24	% of Budget
General Administration	91580	64478	70.41
Grants to outside bodies	18977	18977	100.00
Christmas Lights	34445	25732	74.70
Mayors Allowance	2000	2000	100.00
War memorial	1600	1295	80.94
Open Spaces	1000	750	75.00
Fitz Park - Grant from KTC (deficit)	203297	203297	100.00
Communications	500	0	0.00
Audit Fee/Accounts Preparation	2015	0	0.00
Contingency Sum	4000	395	9.88
Keswick Events (Inc. Scruffs)	8510	8570	100.71
Events Co-ordinator (inc email subscription)	6104	839	13.75
Floral displays	600	600	100.00
Allotments Expenditure	600	292	48.67
Annual Parish Meeting (inc room hire & refreshments)	100	104	104.00
Advertising	550	226	41.09
CCTV Annual Maintenance Cost - Police	4000	1002	25.05
Elections	500	416	83.20
Grasscutting - Churchyards	4000	4000	100.00
KCERP Support - General Fund	6500	6500	100.00
KCHT - 2024, 25 & 26	3000	3000	100.00
Card Reader	200	139	69.50
	394078	342612	86.94
<b>TOTAL EXPENDITURE:</b>			

Co-option

Income:	AGREED Budget 24/25	Income to 30.12.24	% of Budget
Precept	349627	349627	100.00
Grant to Fitz Park - ABC	20000	20000	100.00
Bank & Investment Interest (inc CCLA & Unity)	3000	4795	159.83
Walker Park rent	14130	14130	100.00
Allotments Income - Rent	600	961	160.17
Keswick Events Contributions (Inc. Scruffs)	4721	2597	55.01
Christmas Light Contribution	2000	2150	107.50
<b>TOTAL INCOME:</b>	394078	394260	100.05

Inc  
Prepayment

Designated Fund Balances	
Christmas Lights	402
Events Fund	30603
K2T Toilet Contribution	404
Local Committee - Townsfield Bench	283
Blue Finger Post	40

# KESWICK TOWN COUNCIL

## Annual Risk Management Assessment

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Revised February 2025

Catherine Parker – Responsible Financial Officer



	<ul style="list-style-type: none"><li>• In the premises in custody of or under the actual supervision of any member or employee £5k</li><li>• In the premises in locked safes or strong rooms £5,000</li><li>• In the premises in locked receptacles other than safes or strong rooms £250</li></ul>				
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Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
<b>Establishment cont. ....</b>					
Tiled Mosaic – Subway Artwork, Lake Road	Sum insured <del>£29,812.15</del> £31,302.76	No further action			*
Street Furniture – Bins, Benches & Picnic Tables	Included in sum insured for street furniture – bins, benches & picnic tables - <del>£22,296.59</del> £23,411.42	No further action <i>Bus Shelter – New shelter built during 2019/2020 flood alleviation work – CCC now to take on full responsibility including insurance for this structure – Emailed Mathew Wanning (CCC) 5<sup>th</sup> Dec 2019 &amp; 5<sup>th</sup> Dec 2020 for written confirmation – <b>CONFIRMED THAT CCC WILL BE TAKING FULL RESPONSIBILITY</b></i>			*
Subway Wall & Seating – Low Wall, Lake Road	Sum insured <del>£8,430.25</del> £8,851.76	No further action			*
Laptops – Office & Parks Managers	Sum insured <del>£1,364.29</del> £1,432.50	No further action			*
Council Office – as per asset register	Sum insured <del>£10,804.88</del> £11,345.12	No further action			*
Council Office Furniture, Fixtures & Fittings	Sum insured <del>£5,564.52</del> £5,842.75	No further action			*
Council Chamber Furniture, Fixtures & Fittings	Sum insured <del>£6,365.40</del> £6,683.67	No further action			*
Slate Seat Lower Lake Road	Sum insured <del>£1,080.49</del> £1,134.51	No further action			*
3 x Planters – Market Square & Derwent Close	Sum insured <del>£6,096.40</del> £6,401.22	No further action			*

Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
Establishment cont. ....					
<b>b) Third Party Arrangements</b>					
Internal Auditor appointed by Council under new Audit regulations following 'Lighter Touch Audit'	Regular internal audit work carried out to establish 'proportionate, affordable & sustainable' process to strengthen Council's own governance & to 'provide proper accountability for public money' and to enable the Council to 'properly address its risk and their management, the principles of good internal controls and the roles of internal & external auditors'.	No change			*
<b>c) Self-Governance</b>					
Back Up of Computer Information	Regular backups of Sage carried out and kept in safe. <del>NAS box installed as 'networked' drive, this has 2 mirrored drives for onsite backups.</del> Arrangement in place with KCS for to implement Datto 365 Saas protection plus backup of all staff and councillor emails etc.	2022 – Migration of data from NAS box to OneDrive carried out by KCS. Daily monitoring and backups plus mailbox backup			*
Standing Orders & Financial Regulations	Standing Orders & Financial Regulations in place updated annually	No further action			*
Risk Assessments	In place	Review Risk Assessment Annually			*

KESWICK TOWN COUNCIL – ANNUAL RISK MANAGEMENT ASSESSMENT					
Key Decision Area		Keswick Parks (Hope, Fitz, Wivell & Townsfield)			
Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
<b>a) Insurable Risks</b>					
Accidents on site to members of the public	Public Liability Insurance cover in place £15m	No further action			*
Claim by members of the public e.g. collapsed seat, torn clothing, item falling on someone	Public Liability Insurance cover in place £15m Regular inspections take place.	No further action			*
Accidents involving children using designated play areas	Public Liability Insurance cover in place £15m Regular inspections take place	No further action			*
Injury to athletes	Liability left to individuals/clubs themselves	<b>Ensure all event organisers and athletic clubs organising events have appropriate cover</b>		*	
Impact damage to street furniture	Items covered under policy:- <ul style="list-style-type: none"> <li>Ornamental Gates, Walls &amp; Fences Sum Insured <del>£13,911.29</del> £14,606.85</li> </ul> Council stand loss re vandalism but counter claim possible.				
War Memorial	Sum insured <del>£232,664.84</del> £244,298.05	No further action			*
Buildings on site – Sports Clubs and Council (Parks) use	Buildings insured by Zurich:- <ul style="list-style-type: none"> <li>Hope Park <del>£1,292,830.69</del> £1,259,477.91</li> <li>Fitz Park <del>£1,285,073.66</del> £1,349,327.35</li> </ul> Contents in Council use buildings insured by Zurich	Properties (excluding Football clubhouse) revalued by Edwin Thompson 2013 & 2022. Copy of valuations supplied to Zurich. Buildings sum insured increases each year – index linked Proof of cover required from Sports Clubs supplied annually			*

Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
<b>Keswick Parks cont.....</b>					
Townsfeld	Impact damage – covered under All Risks Part C (Ornamental gates, walls and fences)	No further action			*
Benches & Picnic Tables	Sum insured <del>£22,296</del> £23,411.42 – All Risks Part C Street Furniture	No further action			
Fitz Park – Garden equip, tools etc.	Sum insured <del>£16,971</del> £17,820.37 As per Material Damage – contents (a), (b), (c) & (d) – Zurich schedule	No further action			*
Hope Park Plant & Machinery – as per asset register	Sum insured <del>£59,426</del> £62,398.21 – All risks Asset register updated annually	No further action			*
Hope Park Open Spaces – Memorial Benches as per asset register	Sum insured <del>£22,960</del> £24,108.40 – All risks Asset register updated annually	No further action			*
Fitz Park Open Spaces – Memorial Benches as per asset register	Sum insured <del>£18,908</del> £19,853.99 – All risks Asset register updated annually	No further action			*
Fitz Park – Secure containers & Attendants Hut – Plant Machinery & Equipment as per asset register	Sum insured <del>£13,911</del> £14,606.85 – All risks	No further action			*
<b>b) Third Part Arrangement</b>					
Accidents to authorised contractors/workmen whilst working within the parks	Responsibility of contractors to arrange appropriate insurance cover	<b>Parks Manager to check contractors liability details – counter claim would be made by Keswick Parks/Council if sued</b>		*	



Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
<b>Keswick Parks cont.....</b>					
Crosthwaite Road – Community Car Park	Regular checks carried out by Parks Staff.  Car Park managed by Parking Infrastructure Services Ltd – responsibility of emptying pay machines and banking lies with the contractor	No further action			*
	Covered under Public Liability				

KESWICK TOWN COUNCIL – ANNUAL RISK MANAGEMENT ASSESSMENT					
Key Decision Area		Events & External Activities			
Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
<b>a) Insurable Risks</b>					
Injury to person from accident on site	Public Liability in place via Zurich – Cover £15m	No further action			*
<b>b) Third Party Arrangements</b>					
Injury to individual performing or stall holder	Performers/traders/contractors to be advised to arrange suitable public/employers liability insurance cover & competed necessary risk assessments/inspection	No further action			*
<b>c) Self-Governance</b>					
Staging, stall & public safety	Suitably qualified contractors appointed to supply staging and stalls.  Barriers to be erected around the stage areas at a safe distance to be agreed in conjunction with contractors. Necessary signage put in place. Stewards to be appointed.  Risk assessment carried out by appointed person. Premises licence obtained from ABC (which includes notifying higher authorities & emergency services)	<b>Ensure risk assessments are adhered to</b>  <b>Ensure all contractors have suitable insurance cover</b>  <b>Follow any instruction/advise given by higher authorities</b>		*	

Identified Risk	Current Arrangements	Comments	Red	Action Amber	Green
Christmas/Festive Illuminations cont.....					
<b>b) Third Party Arrangements</b>					
Negligence by Town Council's contractor	Copies of the following required from contractor prior to work commencing to cover any possible counter claim:- <ul style="list-style-type: none"> <li>Public &amp; employers Liability cover</li> <li>Risk Assessments &amp; Method Statements</li> </ul>	<b>No further action</b>			*
	The responsibility for safe installation of all displays rests with contractors				
<b>c) Self-Governance</b>					
Accidental electrocution by member of the public	110v lamps with transformers used for Christmas Tree at lower level and safety barriers placed around the tree	No further action			*
Cross street displays falling down	Contractor instructed to carry out load testing no more than 6 months prior to installation, by a qualified contractor  Contractor advised to supply and install wind resistant displays in the Market Square area	No further action			*



**KESWICK TOWN COUNCIL  
REVIEW OF INTERNAL CONTROL AND AUDIT  
February 2024**

The regulations require councils to carry out an annual review of the effectiveness of their system of internal control and audit during the financial year. This review is an integral part of continually improving governance and accountability. The results of the review must be included in the annual governance statement which is Part 2 of the annual return. The review should, as a minimum, include making an assessment of each of the following:

- The scope of internal audit
- Independence
- Competence
- Relationships
- Audit planning and reporting

Ian Smithson was appointed as the Council's Internal Auditor in October 2023. This appointment was made to cover the next 2 years, with his final year being 2025.

Financial controls in place:

- The Town Council has fulfilled its statutory obligation to appoint a Responsible Financial Officer (RFO) (LGA 1972 s 151). The RFO has made available a written record of all financial procedures which have been adopted by the Council and included in the Financial Regulations
- The supplier invoices are authorised with an initial by the Responsible Finance Officer/Parks Manager and countersigned by either the Responsible Finance Officer or Town Clerk. Invoices are coded to the relevant approved annual budget head and entered onto the payment list and posted onto Sage accounts.
- A monthly rota of two Councillors has been set up who, when signing cheques and BACS/Direct Debit payment authorities, counter check them to invoices and the schedule of payments approved at Council.
- Accounts are paid by the BACS system where possible or direct debit. Payments are entered onto the Sage Accounts system and made electronically. The payments are checked once again by the Responsible Finance Officer, prior to submission, to ensure that they correspond to the approved payments list. The payments are then submitted to suppliers and a copy of the Barclays payments report is attached to each approved payment list as an audit trail.

***The Council is asked to appoint two Councillors to carry out a review of the effectiveness of the current system. A copy of the Annual Review undertaken in 2024 is attached for information.***

**Catherine Parker  
Responsible Finance Officer**

## **Keswick Town Council**

### **Annual Review of Effectiveness of Internal Financial Controls March 2024**

The above review was undertaken by Councillor Kemp and Councillor Nelson on Tuesday 27<sup>th</sup> February 2024.

#### **Comments & Observations – Councillor Kemp: -**

I have reviewed the effectiveness of the Council's system of internal financial control, and I believe them to be in accordance with proper practices.

#### **Comments & Observations – Councillor Nelson: -**

I carried out my review on 27<sup>th</sup> February 2024, I believe our audit arrangements are in compliance and conform to the regulations set down by guidance in the Governance and Accountability for Smaller Authorities in England and also in terms of 'proper practice' issued by JPAG.

No recommendations were made during the Town and Parish Council internal audit testing June 2023, which was undertaken by Ian Smithson.

In conclusion it would seem that our financial controls are rigorously adhered to and well scrutinized.

Name: T/Chief Superintendent Andy Wilkinson  
 Dept: Neighbourhood Policing  
 28<sup>th</sup> January 2025

Chief Constable

Chief Constable Robert Carden  
 Police Headquarters  
 Carleton Hall Penrith,  
 Cumbria  
 CA10 2AU



Telephone: 101

Your reference: [www.cumbria.police.uk](http://www.cumbria.police.uk)

Dear Clerk to the Council,

**Re: Cumbria Constabulary Neighbourhood Policing Pledge**

On 16<sup>th</sup> January 2025, Cumbria Constabulary launched its Neighbourhood Policing Pledge that committed the Constabulary to the provision of ten individual pledge priority areas to further support communities and the Constabulary in the delivery of Neighbourhood Policing.

The second Pledge relates to the provision of visible and accessible Neighbourhood Policing Teams that are committed to reducing crime and anti-social behaviour, and to improve public confidence. One aspect of this will be the requirement for local Neighbourhood Policing Teams to engage better with local council representatives. Specifically, the Pledge commits the Constabulary to, 'Twice yearly virtual meeting within each NPT locality with parish and town councils'.

Cumbria Constabulary currently operates six Neighbourhood Policing Teams, three in Cumberland and three in Westmorland. Every Neighbourhood Policing Team is made up of smaller geographical 'localities', with each allocated at least one dedicated Community Officer. In total there are currently 33 localities within the force.

Unfortunately, in a such a large county with over 250 parish councils it is not possible to dedicate local police officers to attend monthly parish councils direct, except in the most exceptional of circumstances, as to do so would detract from operational requirements for those officers.

Cumbria Constabulary have worked with Cumbria Association of Local Councils (CALC) to identify those Parish Councils that best fit within the 33 Neighbourhood Policing Team localities, and they have pooled them together for us with the intention that a couple of representatives from each council can attend twice yearly virtual meetings with their locality-based officer(s). In the case of a few parishes that do not clearly sit within any one locality it may be preferable for parish representatives to attend more than one locality meeting.

For CALC to assist Cumbria Constabulary further in this Pledge commitment, we would be grateful if you could, at your earliest opportunity, inform CALC of the two council representatives that you wish to attend your local virtual meeting. Once we have these details, we will then be able to schedule meetings in line with our Pledge commitment.

Your assistance in this matter is greatly appreciated and we look forward to working closer with you in the future.

Yours sincerely,

T/Ch. Superintendent Andy Wilkinson

Neighbourhood Policing Strategic Lead



EMPLOYER RECOGNITION SCHEME

SILVER AWARD  
 Proudly supporting those who serve.

