

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

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

10th October 2024

A meeting of Keswick Town Council will be held at the Council Chamber, Town Hall, Keswick on Thursday 17th October 2024 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 meetings held on the 19th September 2024 (pages 14-17) (enclosed).
- 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 report 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 ten minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.
- 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 a report from the Mayor covering the period 9th August 2024 – 10th October 2024.
- 10. Reports from Ward Representatives**
To receive reports from the following representatives:
 - i) Cumberland Council – no current representative
 - ii) Lake District National Park Authority North Distinctive Area Parishes' Representative
- 11. Quarterly Budgets**
To receive the quarterly budget comparisons.
- 12. Reports from Representatives on Outside Bodies**
To receive 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 (for information only).
- 13. Payment of Accounts**
To confirm the payment of accounts for October 2024 as approved by the Inspection Committee (to be circulated at the meeting):
 - i) For the Town Council
 - ii) For the Trusts.
- 14. Photocopier Contract**
To receive a report from the Responsible Financial Officer.
- 15. Reserves and Investment Policy**
To approve the Reserves and Investment Policy.
- 16. Events Committee minutes**
To receive for information the minutes of the Events Committee meeting held on 16 August 2024 (page 4).

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'

- 17. Clerk's Report**
To consider the report of the Clerk.

To: All Councillors
Police
Press

KESWICK TOWN COUNCIL
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Minutes of the meeting of Keswick Town Council held at the Council Chamber, Town Hall, Keswick on Thursday 19th September 2024 at 7.00 pm.

Present:

Chair
 Councillor Rob Nelson

Councillors

Steve Harwood
 Denstone Kemp
 Lorraine Taylor

Claire Houghton
 Jean Murray

Chris Houghton
 Claire Peat

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

70. Apologies

Apologies for absence were received from Councillors Dunn, Lapthorn and Parsons. Their apologies were noted and agreed by Councillors.

71. Minutes

RESOLVED that the Chair be authorised to sign as a correct record the minutes of the Town Council meeting held on the 18th July 2024 (pages 11-13).

72. Resignation of a Councillor

The Clerk reported that a Notice of Vacancy had been published following the resignation of Councillor Sally Lansbury, and that Cumberland Council would inform the Clerk whether a by-election was called, or whether the Council was free to co-opt.

73. Requests for Dispensations

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

74. Declarations of Interests

No declarations of interest were made at this meeting.

75. Police Attendance

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team.

RESOLVED that the Clerk contact the Inspector covering Keswick as Councillors felt that the level of communication was poor, and it was important to know whether Keswick would get another PCSO following the relocation of the previous officer (Action – Clerk).

76. Matters to be received from the Public

A member of the public raised the issue of Brephos and their anti-abortion educational demonstration at the bottom of Market Square. While they agreed that everyone had freedom of speech, they had found the manner in which it was presented offensive, especially given it was a family environment. They were aware that it would likely happen next year, and requested that Keswick Town Council help to manage the process to ensure that the town can be more prepared and that Keswick Town Council could work with Keswick Ministries moving forward.

The Clerk filled Councillors in on a discussion that she had had with Keswick Ministries earlier that month, and Councillor Nelson stated that as he was the Ministries Liaison for the Town Council, he would also continue to work closely with the Ministries.

77. Request from Theatre by the Lake

Councillors considered a request from Simon Stephens, Executive Director of Theatre by the Lake, for Keswick Town Council's support.

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).

78. Matters to be raised by Councillors

No matters were raised by Councillors at this meeting.

79. Applications for Development

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

Plan ref.	Description, Location, Comments Recommendation
7/2024/2131	Alterations to external materials to front elevation The Annex, 12 , Derwent Street, Keswick, Cumbria, CA12 5AN <i>No comments made</i> SUPPORT
7/2024/2149	Replacement of timber and render external finishes with cladding Keswick Bridge, Brundholme Road, Keswick, CA12 4NL <i>No comments made</i> SUPPORT
7/2024/2161	Change of Use from Existing Retail (Use Class E) to Bar/Tap Room (Use Class Sui Generis) 13, Gifts By The Lake, Pack Horse Court, Keswick, CA12 5JB <i>No comments made</i> SUPPORT
7/2024/2169	Extend the property at the rear to achieve a ground and lower ground floor extension 10, Manesty View, Keswick, Cumbria, CA12 4JF <i>Support – support in principle as the internal plan arrangement is entirely logical having the lounge taking advantage of the panoramic views across the town. We do have concerns about the impact on No. 8 with the extent of the extension so close to the boundary. It is noted that 2 other properties in this group of houses have similar extensions but with a hipped roof to lessen the visual impact when viewed from below. This would be preferable to the design proposed</i> SUPPORT
7/2024/2181	Replace existing rear offshoot with new single storey extension 8, St Herbert Street, Keswick, Cumbria, CA12 4DF <i>No comments made</i> SUPPORT

7/2024/2183 Proposed single storey side & rear extension & internal alterations
9, Latrigg Close, Keswick, Cumbria, CA12 4LB
No comments made
SUPPORT

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

80. Mayor's Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 12 July – 8 August 2024.

81. Audit for the year ending 31 March 2024

RESOLVED to approve and accept the Annual Governance and Accountability Return for the year ended 31 March 2024 including the certificate of conclusion of the External Audit and to report that there are minor matters arising.

82. Use of Pesticides – Letter to Cumberland Council

Consideration was given to a report from the Clerk.

RESOLVED that the draft letter be sent to Cumberland Council, requesting that they look at the use of pesticides on the verges (Action – Clerk).

83. Visitor Management Working Group

RECEIVED a report from the Clerk.

RESOLVED that:

- i) The Terms of Reference for the Visitor Management Working Group be approved;
- ii) Councillors Harwood and Peat join the membership of the Visitor Management Working Group; and
- iii) The example letter from the Town Council to commercial events happening in Keswick be noted.

84. Councillors Surgeries

Consideration was given to a report from Councillor Murray.

RESOLVED that Councillor Murray progress the ideas and set up a rota. A number of Councillors – Councillors Chris Houghton, Claire Houghton, Murray, Nelson, Peat and Taylor agreed to work with Councillor Murray to get this set up (Action – Councillor Murray).

85. Reports from Representatives on Outside Bodies

RECEIVED a report from Keswick in Bloom Council representative Councillor Lapthorn.

86. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Cumberland Council – no report available
- ii) LDNPA North Distinctive Area Parishes Representative - **RECEIVED** the report of the LDNPA North Distinctive Area Parishes Representative.

87. Payment of Accounts

RESOLVED that the accounts for August and September 2024 as approved by the Inspection Committee be authorised for payments (Action - RFO)

- i) For the Town Council, vouchers 118 – 137, amounting to £31,656.84 (thirty one thousand six hundred and fifty six pounds and eighty four pence)
- ii) For the Trusts, vouchers HP79- FP91, amounting to £15,863.28 (fifteen thousand eight hundred and sixty three pounds and twenty eight pence)

88. Consultation Response

Consideration was given to the Cumberland Council Review of Polling Districts and Polling Places 2024. **RESOLVED** that a response be given to the consultation, pointing out that the area of Calvert Way was still not within the boundaries of Keswick for the purposes of Cumberland Council elections, and should be changed at the next available opportunity (Action – Clerk).

89. Clerk's Report

Consideration was given to the Clerk's report.

RESOLVED that:

- i) The Clerk contact Danfo to try to find a solution to the issue, as well as work with the Cumberland Markets Manager (Action – Clerk); and
- ii) The purchase of a smart tv be approved for the Council Chamber, with the funding coming from earmarked reserves for IT and Equipment, with the RFO to find what the price would be for a 75" screen, and pass the information to Councillors, with delegated authority being given to the Town Clerk and Responsible Financial Officer to complete the final purchase (Action – Clerk and RFO).

90. Communications Policy

RESOLVED that the updated Communications Policy be approved (Action – Clerk).

The meeting closed at 8.15 p.m.

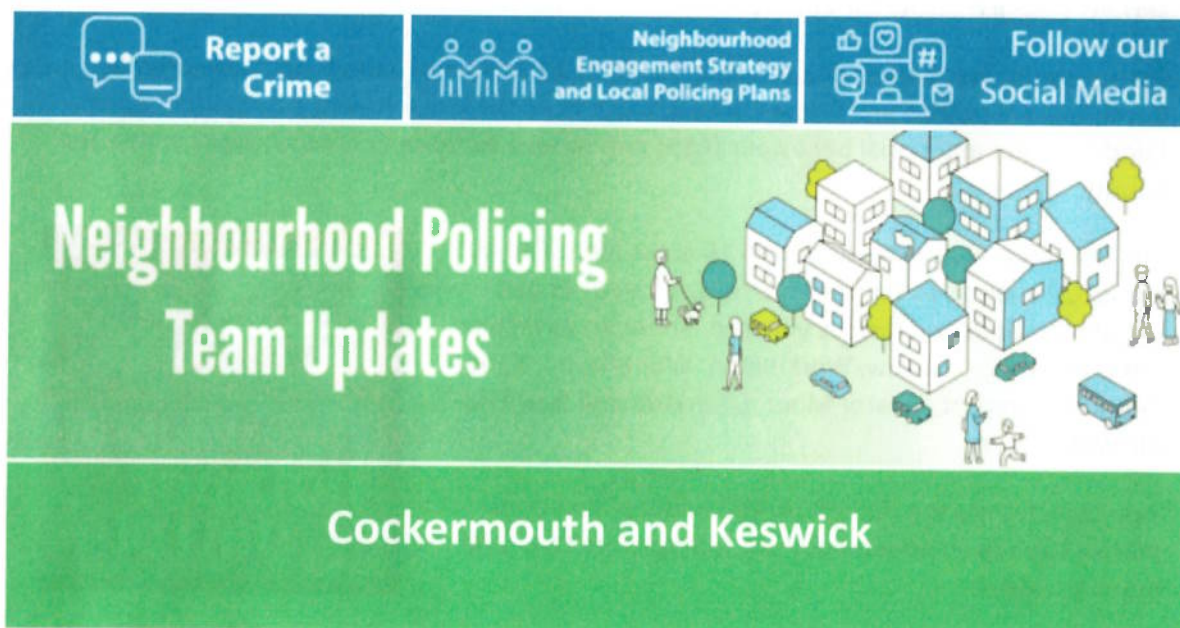
Chair

Date

Ania Mlynczak

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 13 September 2024 17:02
To: Ania Mlynczak
Subject: August & September 2024 - Cockermouth and Keswick

[View in browser](#)



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

In September, we continued to see extra patrols as part of the operation , and in August this seen 226 hours of patrols across Cumbria including areas in Allerdale.

In the other news section you will also read about new legislation that comes into place in September and an amnesty opportunity.

Inspector Pete Aiston



Operation Enhance: Officers on hotspot patrols are making arrests, including wanted criminals

Almost 500 extra hours of street patrols have so far been undertaken by officers as part of Operation Enhance - Cumbria's crackdown on anti-social behaviour and serious violence.

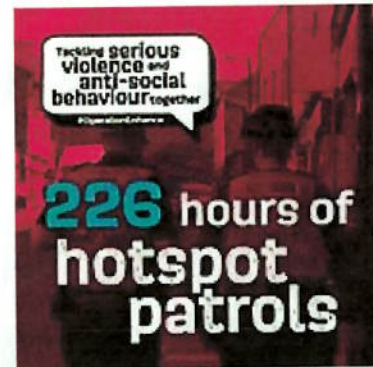
Operation Enhance sees extra police patrols in areas identified as hotspots for anti-social behaviour and/or

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.

Two months into the operation, 490 hours of additional patrols have been undertaken – including more than 226 hours in August.



Over the first two months of the operation 85 stop and searches have been conducted, 257 intelligence submissions have been submitted and ASB powers have been used on 13 occasions.

In addition, the Operation Enhance officers have made a total of 22 arrests – with 10 of those arrests made during August. Read more [here](#).

Cockermouth Day Centre


CBO Shona Pattinson & PCSO Clare Parker have visited Cockermouth Day Centre today. It was a great opportunity to talk about our roles in the police and how we help people.

Thank you so much for inviting us to visit, it was lovely to meet you all.



Stay vigilant – don't provide thieves with an opportunity

- ➡ Keep keys out of sight
- ➡ Don't store valuables and tools etc in vehicles overnight
- ➡ Don't leave vehicles running and unattended
- ➡ Ensure you lock up vehicles when parked outside your home

Please report any suspicious activity to us via 101 

If there is a crime in action please report via 999 

Greysouthern Village Show and Family Fun Day

On 31 August, PCSOs Pete Nichol and Clare Parker are at Greysouthern Village Show and Family Fun Day. They are with Fell Falconry with some amazing owls and Harris Hawks!! It was a fantastic day and the weather was amazing and people had a really nice time.



Fail to appear arrest

PC Shona Pattinson has been out and about in Cockermouth on the morning of 5 September, she has arrested a wanted male for failing to appear at court, he will now be put before the court to hear his punishment.

This male was arrested by PC Pattinson back in May 2024 for drug driving, he was found to be 14 times over the limit.



PROTECT YOUR HOME FROM BURGLARS

Make sure your home is safe and secure.
Follow our advice on protecting your home on our website.

[Protecting your home from crime](#) | [Crime prevention](#) | [Cumbria Police](#)

Halloween and Bonfire night

Halloween and Bonfire night will be here before we know it and we wanted to take this opportunity to advise our communities on keeping themselves safe.

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.





Operation Enhance

Did you know you can report anti-social behaviour to us online?

Operation Enhance is dedicated to tackling ASB and serious violence, focusing on 18 hotspot areas.

But we need you to report problems to us so we can act on your behalf.

You can report online here
<https://www.cumbria.police.uk/.../report-antisocial.../>

Find out more about <https://www.cumbria.police.uk/.../campaigns/op-enhance/>

The operation is funded by £1 million secured by Cumbria's Police and Fire Commissioner from the Government.



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

📅 Mon 23 September 2024
🕒 2:00PM - 3:00PM

📅 Wed 30 October 2024
🕒 2:00PM - 3:00PM

📌 Keswick Library
📅 Wed 25 September 2024
🕒 10:00AM - 11:00AM

📅 Tue 08 October 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](#)





Zombie-style knife and machete amnesty continues ahead of new legislation

As of 24 September 2024, the law is changing making it illegal to possess a zombie-style knife or machete.

Ahead of the change, a Surrender and Compensation Scheme was launched in August allowing legal owners of zombie-style knives and machetes to surrender them to police and claim compensation.

This scheme is in place until 23 September and owners can bring in their weapons to police stations across Cumbria. If you've have a weapon to surrender please read more information [here](#).

Public urged to be vigilant following fraud arrest

Police are urging people to be on their guard against phone fraudsters.

The warning follows an incident in Carlisle where a person has received a call from a person pretending to be a police officer to try and gain money.

Remember:

- Police officers will never call you out of the blue and request cash or personal information. They'll never ask you to transfer money to another account, hand over cash or bank cards to a courier, or a pay a fine or fee over the phone.
- If an officer contacts you in person, they will show you their warrant card. This is proof of their identify and authority.
- If someone has called you and you are unsure if they are a genuine police officer, you can hang up and call police on 101 to check their identity.
- It's recommended you wait at least five minutes and make sure you can hear a dialling tone before you call, as there have been cases of fraudsters keeping the line open after a victim has hung up.

Police are asking people to please share this information with any vulnerable friends or family members.

If you think you have been the victim of a fraud you can report this to police on 101 and to Action Fraud on 0300 123 2040 – or by visiting their website at www.actionfraud.police.uk.

News from our partners

Cumberland Council's Trading Standards service run operation targeting vapes

17 Cumbrian shops praised after passing underage vape and cigarettes purchasing tests

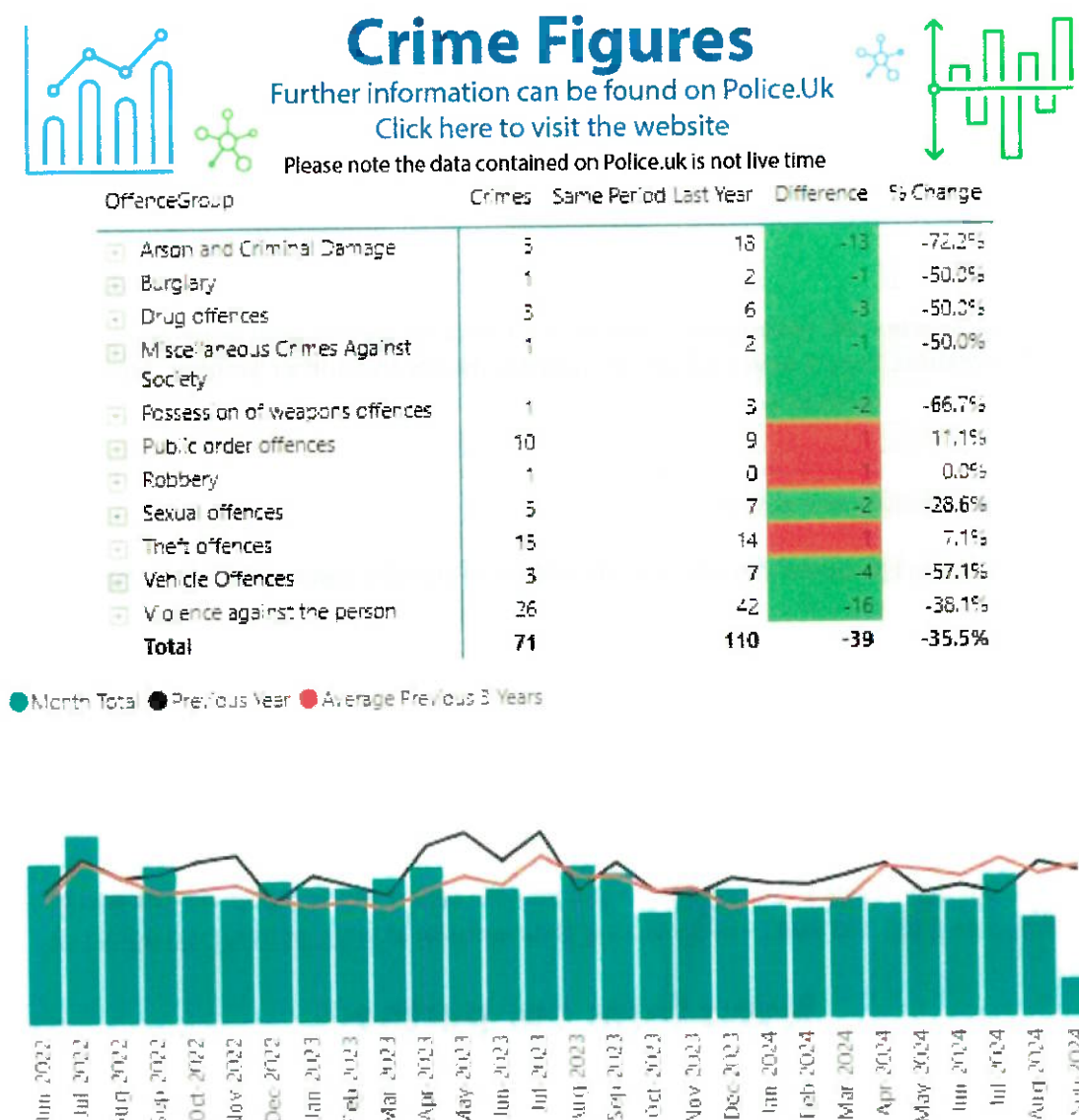
Shops in Workington, Silloth and Maryport have been praised following a test purchasing operation organised by Cumberland Council.

Cumberland Council's Trading Standards service carried out the operation on Tuesday 20 August in Workington and Wednesday 28 August in Silloth and Maryport in their latest crackdown on the sale of cigarettes and vapes to minors.

The exercise aimed to ensure local businesses in Cumberland were complying with legislation and that those under the age of 18 are unable to purchase cigarettes and nicotine containing vapes.

Find out more here: <https://tinyurl.com/37cd4nzv>

[Cumberland Trading Standards Service](#)



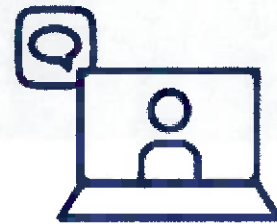
Please report any incidents of crime or anti-social behaviour to us, to help us keep Cumbria safe.

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.](#)

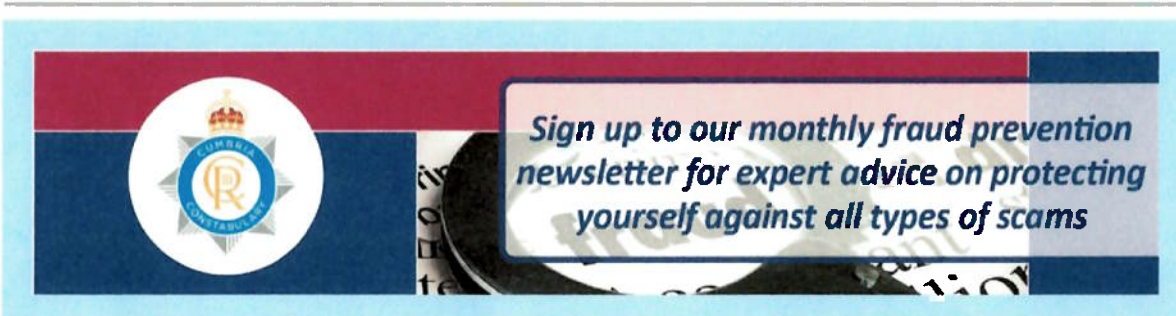
You can also phone on 101.
Alternatively you can contact Crimestoppers,
anonymously, on 0800 555 111.



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.





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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
• Carleton Hall • Penrith • Cumbria • CA10 2AU



Planning Applications received between 13/09/2024 - 10/10/2024			
Plan ref	Reply by	Location	Description of Proposed Development
T/2024/0162	28-Oct-24	21, Stanger Street, Keswick, Cumbria, CA12 5JU	T - 1 - Silver Birch tree - fell to ground level. Root plate and stem damaging retaining wall and tree growing through multiple telephone/fibre wires.
7/2024/2184	22-Oct-24	Mossgeil, Rogerfield, Keswick, CA12 4BW	Alterations and extensions to single storey dwelling, with rear single storey extension and new first floor extension
7/2024/2202	N/A	14, Eskin Street, Keswick, CA12 4DQ	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
<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>			

AGENDA ITEM 8.ii)

Decisions Received from LDNPA

Planning Decisions Received between 13/09/2024 & 10/10/2024

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
E/2021/0224		Anworth House, 27 Eskin Street, Keswick	CA12 4DQ	Without planning permission, operational development consisting of building operations to install two replacement window frames, in the east elevation of the building - Conservation Area	N/A	Enforcement Notice - to remove the window frames from the openings and install window frames of an appearance, positioning and method of opening that restore the land to its conditions before the breach took place.		
7/2024/2002		Shelley Cottage, Chestnut Hill, Keswick	CA12 4LS	Replace 1 sash window in lower hallway (retrospective) - Listed Building Consent application	SUPPORT	REFUSED	Appeal	
7/2024/2049	February-24	Town Head House, 25 St Johns Street, Keswick	CA12 5AE	Proposed glass infill extension to connect existing house and outbuildings and internal alterations to outbuildings	OBJECT	REFUSED	Appeal	
7/2024/2050	February-24	Town Head House, 25 St Johns Street, Keswick	CA12 5AE	Proposed glass infill extension to connect existing house and outbuildings and internal alterations to outbuildings - Listed Building Consent	OBJECT	REFUSED	Appeal	
7/2024/2074	July-24	45, Blencathra Street, Keswick	CA12 4HX	Proposed alterations to the rear of the property including window and door alterations on external, replacement velux window to single storey rear lean too, and addition on new velux window to first floor offshoot from main property	SUPPORT	GRANTED		
7/2024/2122	July-24	Taiwan, The Heads, Keswick,	CA12 5ER	Single storey rear extension and extension of loft including proposed front and rear dormer	SUPPORT	GRANTED		
7/2024/2131	August-24	The Annex, 12, Derwent Street, Keswick	CA12 5AN	Alterations to external materials to front elevation	SUPPORT	GRANTED		
7/2024/2144	August-24	33a, Blencathra Street, Keswick	CA12 4HX	Proposed UPVC windows & door to replace existing stained mahogany windows & door	Not received for comments	GRANTED		
7/2024/2145	July-24	35, Station Road, Keswick, CA12 4NB		Construction of off street electric car charging and parking days for 2 vehicles	SUPPORT	Withdrawn		
7/2024/2149	Jul-24	Keswick Bridge, Brundholme Road, Keswick	CA12 4NL	Replacement of timber and render external finishes with cladding	SUPPORT	GRANTED		
7/2024/2161	Aug-24	13, Gifts By The Lake, Pack Horse Court, Keswick	CA12 5JB	Change of Use from Existing Retail (Use Class E) to Bar/Tap Room (Use Class Sui Generis)	SUPPORT	GRANTED		

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 17TH OCTOBER 2024

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 9th August 2024 –10th October 2024

Tuesday 13 August	Attended preview performance of Hound of the Baskervilles at Theatre by the Lake
Thursday 5 September	Trust meeting
Friday 6 September	Meeting with Simon Stevens at Theatre by the Lake re 25 Birthday event
Saturday 21 September	Speech at 25 th anniversary event at Theatre by the Lake
Tuesday 8 th October	Attended preview performance of 'Steel' at Theatre by the Lake

Note: the Mayor was unable to attend a number of events in September following knee surgery.

LDNPA Report for the North Lakes

Issue 12 – September 2024

peter.walter@lakedistrict.gov.uk

Community Engagement

Thank you to everyone who came to the meeting I held a few weeks ago. With the exception of my own Parish, very few people came, but those that did said it was very useful. I hope to hold similar sessions in the future *if* Councillors would like me to.

I imagine a much greater attraction however, is the **meeting on November 11th**: present at which will be Gavin Capstick (CEO), Tiffany Hunt (Chair), Michael Carter (Deputy Chair), Phil Nicholls (Planning), Steve Ratcliffe (Dir Sustainable Development), Tony Watson (Head of Visitor Services), Carl Bradford (Area Ranger) and me. I really hope that a large number of Councillors and clerks come from all 16 parishes in the North Lakes. Currently only seven people (out of a potential 120 ish) have signed up. If you would like to come please email amy.donnini@lakedistrict.gov.uk

The unseen work on Rights of Way

I've spent a couple of days recently learning all about our Rights of Way work. One day in Eskdale with our Rights of Way officers and one day at Grisedale Tarn with the person managing all the upgrade work to the Coast to Coast Path – a huge project with Natural England funding. LDNPA maintain and repair 3,220 km of Rights of Way in the National Park which takes a significant proportion of the annual Government grant. It's actually the legal responsibility of the councils, but the Authority does it on their behalf, even though they only pay £1 for every £6 we spend.

The biggest thing I learnt about Rights of Way is how incredibly complicated anything to do with RoW is! As soon as you do even the smallest of piece of work you are dealing with complex legal land ownership issues, often going back many decades; you are managing multiple agencies – like Natural England, the Environment Agency and the National Trust; and you have to manage the needs and wants of diverse user groups and local communities. All this with an ever-diminishing budget!



Discussing the distinctive [Eskdale Trail](#) signs



New stepping stones across Grisedale Beck

Green Finance – a magic bullet?

I've spent three and a half days recently, learning about Green Finance and how it could help nature recovery in the Lake District.

'Green finance' describes where companies, investors or philanthropists use money to support projects that are good for the environment. By investing in Green Finance projects, they can achieve competitive returns while contributing to the fight against climate change and the preservation of natural resources. Additionally, as more consumers and businesses prioritize sustainability, investments in green projects are likely to grow in demand and value, presenting attractive long-term opportunities. The LDNPA, many other National Parks, councils and other organisations are doing a lot of work in this area as it has the potential to fund major long-term nature recovery projects across the Park.

Future Green Finance initiatives could deliver major bog restoration and tree planting projects in the Lakes: capturing carbon or keeping it in the ground, restoring habitats, providing homes for wildlife, boosting biodiversity, improving water quality and reducing flooding.

As well as a two-day session run by National Parks Partnership and a one-day session by the LDNPA, I have also joined local farmers in an evening session run by [The Farmer Network](#) at the Braithwaite Institute.



A session run by the Farmer Network.



LDNPA Members and Officers joined by Cumbria Wildlife Trust, Environment Agency and National Parks Partnership.

It's a complex field however – and there are concerns around validating projects, potential 'greenwashing' and future financial risks. That's why we're working really closely with the National Parks Partnership and expert company Palladium to make the most of the opportunity and fully understand the risks.

KESWICK TOWN COUNCIL - GENERAL FUND - ADMINISTRATION

1st April 2024 - 31st March 2025

Budget Summary as at 30 September 2024 - 2nd Quarter

	AGREED Budget 24/25	Expenditure to 30.09.24	% of budget spent
Expenditure:			
Salaries, Nat ins & Pension	121,775	58860	48.34
Payroll - Outsource Costs	442	275	62.22
Rent	7,100	3550	50.00
Building Service Costs	7,500	0	0.00
Repairs - Decorating/Carpets/Upgrades	500	206	41.20
Insurances	900	828	92.00
Subscriptions	990	914	92.32
STAFF - Conferences/Training	850	180	21.18
COUNCILLOR - Conferences/Training	990	0	0.00
Stationery	1,200	248	20.67
Postage	300	100	33.33
Telephone, Website & Internet	1,776	928	52.25
Photocopier/Printer/Scanner	1,777	589	33.15
Computer maintenance/support	4,172	1624	38.93
Office Equipment	200	80	40.00
Staff Expenses	200	121	60.50
Ex Employee Pension	1,640	402	24.51
Health and Safety	70	70	100.00
Council Chamber/Meeting Expenditure	150	66	44.00
Staff Recruitment Costs	200	0	0.00
Total Expenditure:	152732	69041	45.20

	AGREED Budget 24/25	Income to 30.09.24	% of budget income
Income:			
Photocopies	0	0	0.00
Council chamber rental	100	135	135.00
Total Income:			
	100	135	135.00

To be allocated:	152632	68906	45.15
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	AGREED Budget 24/25	Allocation to date
Allocation:		
General Fund - (60%)	91,580	41344
Hope Park - (20%)	30,526	13781
Fitz Park - (20%)	30,526	13781
	152,632	68906

KESWICK TOWN COUNCIL - GENERAL FUND

1st April 2024 - 31st March 2025

Budget Summary as at 30 September 2024 - 2nd Quarter

Expenditure:	AGREED Budget 24/25	Expenditure to 30.09.24	% of Budget
General Administration	91580	41344	45.15
Grants to outside bodies	18977	18977	100.00
Christmas Lights	34445	11989	34.81
Mayors Allowance	2000	1000	50.00
War memorial	1600	1095	68.44
Open Spaces	1000	500	50.00
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	225	5.63
Keswick Events (Inc. Scruffs)	8510	8369	98.34
Events Co-ordinator (inc email subscription)	6104	123	2.02
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	106	19.27
CCTV Annual Maintenance Cost - Police	4000	0	0.00
Elections	500	99	19.80
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	301759	76.57
TOTAL EXPENDITURE:			

Income:	AGREED Budget 24/25	Income to 30.09.24	% of Budget
Precept	349627	349627	100.00
Grant to Fitz Park - ABC	20000	20000	100.00
Bank & Investment Interest (inc CCLA & Unity)	3000	2862	95.40
Walker Park rent	14130	14130	100.00
Allotments Income - Rent	600	362	60.33
Keswick Events Contributions (Inc. Scruffs)	4721	2597	55.01
Christmas Light Contribution	2000	0	0.00
TOTAL INCOME:	394078	389578	98.86

Designated Fund Balances	
Christmas Lights	402
Events Fund	32158
K2T Toilet Contribution	404
Local Committee - Townsfield Bench	283
Blue Finger Post	40



Achievements:

- Additional grant funding approved by Cumbria Community Foundation – covers equipment to keep the control room running in case of a power outage coinciding with a flooding emergency, or allows some generator capacity in the town in case of a prolonged power outage before the utility companies can get to us. The challenge will be storage of the generator equipment.
- Lengthsperson: We tried to hire in 2023 without success. We are now taking on a new person to work October-March. The role is to reduce the risk of surface water flooding, so includes clearing culvert screens, reporting blocked drains on the highway, ensuring clear water flows from culverts to the river. Funding for the role came from the 2023 CCF grant. If this year's trial is successful, we will apply for another 3 years' funding.
- Mini exercise held to test the current plan 21st September 2024. Low volunteer availability, but enough to enable a successful test of vital processes. Attendance from Ulverston's ERG to share best practice/feedback. K FAG attended and shared knowledge. Some processes need minor tweaks to improve them for example
 - we have extra kit, so better sign out sheets, and a volunteer to deal purely with equipment
 - some of the briefing should be incorporated into training/a handbook rather than given on the day, so materials need to be updated & distributed
 - K FAG provided a better understanding of where the water comes from and in what order to aid planning/response when water is rising.
- Met with Keswick Ministries to discuss how they can play a role. They are happy to help with extra space where appropriate (previously told that pre-existing bookings would take priority). They will look at the current sandbag storage on their Skiddaw St site and see if anything can be improved. We discussed the placement of the flood wall on the pencil mill site – they were interested in reclaiming the land on the river side of the wall, but I explained that would narrow the area the river has to flow, and where it already backs up when choked by Greta Bridge, weakening the defences on High Hill/Crosthwaite Road.
- Allerdale used to provide Floodsax. They (as Cumberland) will no longer be doing this, but divided out their existing stores to various emergency groups in the area, so we have a healthy stock of portable floodsax.

Ongoing work/challenges:

- Contact made with Cumberland Highways to try to ensure our Lengthsperson work schedule complements the highways' maintenance schedule for e.g. leaf clearance
- Bedding in a schedule and priority work for the lengthsperson before settling into a maintenance routine
- Working on handbooks/mini guides for volunteers and lead volunteers so they don't have to search through a cumbersome plan to find the relevant information.
- Reorganisation of the emergency cupboard so that the information is easily to-hand.
- Heading into autumn on the back of a very wet 2024. At the end of September, Thirlmere had just the agreed storm space (3m). – e.g. 28 Aug it rose 0.5m in 1 day. Following dry days even with scheduled releases, it was only dropping at the rate of 0.1m per day.
- Trying to work with Borrowdale & Underskiddaw to arrange local storage of sandbags.
- The current supply of sandbags in the town hall's oil store needs to be inventoried, and some removed/disposed of. This will need assistance from other groups as it's too much heavy lifting for 1 person.



Notes of Town Liaison Forum Thursday 12th September 2024

Attendees: Vivian Little, Freya, Andy Murphie, Charles Hope, Mark Ellis, Mike Causey, Simon Overend, Emma Cortes & Matt Holden.

Apologies: Jim Walker, Jane Affleck, Vanessa Metcalfe, Simon Stephens.

1. Welcome & apologies: A number of new people so all introduced themselves.
2. Notes from May meeting – no matters arising.
3. Situation report and updates from forum representatives.
 - i. Vivien for Town Council – Claire Peat has joined the Council; Sally Landsbury is standing down in order to stand for the Cumberland seat vacated by Marcus Campbell Saviours on his election as an MP. Keswick Games postponed to 2025; assistance being provided by an event organiser. Public Space Protection Order (and code of conduct) being progressed and may assist policing of “less desirable user” of Market Square.
Action: Vivien to forward details to Mike.
 - ii. Freya for KTA – summer has been “steady” fewer last-minute bookings linked to poor weather. Retailers feeling the pinch due to higher costs. Working on 2025 Guide. Significant increase in social media activity. Vanessa will be leaving at the end of October – her successor is expected to be announced shortly.
 - iii. Andy for Crosthwaite / Churches together in Keswick – CtiK wrote to street preacher saying his presence wasn’t helpful. Crosthwaite awarded eco-church silver status.
4. Updates from KM:
 - i. Keswick Convention 2024 – Review and feedback –
Brephos pro-life campaigners - Mark advised that KM had asked Brephos not to come to Keswick. Their approach tends to unhelpful polarise opinions. The police had advised that Brephos had not advised them of their plan to be in Keswick, and in future they would seek to be more proactive. Vivien shared that the council were keen to seek to stop Brephos returning. KM keen to work with the Council. Mike already planning to attend October Council Meeting.
Convention – a great year; younger demographic; record kids and youth attendance over 3k over the three weeks; high return rate both for Convention and people visiting at other times of the year.
Freya mentioned increased litter around the lake shore.
Action: Matt to pick up with Freya on messaging to Youth and volunteer litter pick.
 - ii. Keswick Convention 2025 – 150th Anniversary. Planning for high numbers and working through ideas to mark the occasion.

- iii. Pencil Factory – a unique building; starting to be well used. We are committed to delivering quality and growing in a controlled way. Packing Hall is a very flexible space; it works well for outdoor events. Seeking to locally source where possible.
- iv. Teaching & Training programme 2024/5 – a similar programme to last year; bringing people to Keswick mid-week throughout the year.

5. Future meeting dates:

December Thursday 12th

2026:

February Thursday 13th

May Thursday 8th

September Thursday 11th

December Thursday 11th

KESWICK TOWN COUNCIL
17th October 2024

Photocopier Contract

Attached are the comparisons for a new photocopier contract commencing January 2025.

In summary it would seem that companies B & C are more favourable. Company B's prints per minute are lower than Company C's although we do manage with a lower capacity at the moment. The other thing to consider is that Company B's copier is new rather than used machine from Company C.

Councillors are asked which company they would like to start a contract with over the next 5 years.

Catherine Parker
Responsible Finance Officer (RFO)
10th October 2024

Photocopier Quotations - 2024

Current Lease/Agreement

Copier Make	HP (used)	4 trays (3 A4 1 A3) and 1 bypass
Lease End date	31 January 2025	Top feeder tray
Cost per 1/4	£201.75	Stapling facility
Cost per year	£1,480.82	Scan facility
Cost per month	£67.25	Free toner and service
Cost per week	£15.56	
Black print cost	0.00513p	DNA meter reading and toner replacement
Colour print cost	0.02788p	

Budget agreed for photocopier 2024/25 (£136.84 per 1/4)
Copies used
Provision for KCS callouts

£	807.00
£	800.00
£	170.00
£	3,777.00

Current 5 year lease

Supplier		5 year mono/colour	Cost per page (p)	Cost per copies per colour copy per page (p)	Cost 3500 copies per 1/4	Total Cost per 1/4 based on 7000 mono & 3500 colour	Total Annual Cost	Extras	Office Base		
Existing Contract	USED HP	22	201.75	£0.00513	£ 35.91	0.03787p	112.545	£ 370.21	£ 1,480.82	Free staples, toner, service call outs & DNA	Kent/Warrington

Quotation Received 5 year lease

Supplier		5 year mono/colour	Cost per copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per page (p)	Cost per colour copy per 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£7,338.00

Supplier	Type of Machine	5 year mono/colour Copies per minute Rental Per 1/4	Cost per page (p)	Cost per copy colour copy Usage	Cost 3500 copies per 1/4	Total Cost per 1/4 based on 7000 mono & 3500 colour copies per 1/4	Total Annual Cost	Extras	Office base	Collection Fee	Data Wipe	Paying Wipe	Country of Manufacture		
Company B	NEW Ricoh MC7500	25	177.00	£0.00350	£ 24.50	0.0378p	£ 101.50	£ 303.00	£ 1,212.00	Free staples, toner, service call outs & DNA	Cannock/Huddersfield	£230 + VAT	£75 + VAT	Yes	Products manufactured in Germany and assembled in Cannock (UK)
Notes:	Sustainability - Woodland Project - reforestation Free scans														
TOTAL COST 5 YEARS										£ 6,060.00					

£6,365.00

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£7,125.00



Reserves and Investment Policy

This document sets out the Council's policies on how its reserves and investments are managed.

Vivien Little

Town Clerk

October 2024

Reserves Policy

Introduction

Keswick Town Council is required to maintain adequate Financial Reserves to meet the needs of its operations and to ensure financial security. The purpose of this policy is to set out how the Council will determine and review the levels of reserves.

The Joint Panel on Accountability and Governance Practitioners Guide (JPAG) (March 2024 edition) advises:

“As with any financial entity, it is essential that authorities have sufficient reserves (general and earmarked) to finance both their day to day operations and future plans. Smaller authorities have no specific right to accumulate funds via the precept. All reserves should be reviewed and justified regularly (i.e. at least annually). It is good practice to transparently publish both the level and rationale of all reserves.”

Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement. However, there is no specific minimum level of reserves which an authority should hold, and it is the responsibility of the Responsible Financial Officer to advise the Town Council about the level of reserves and to ensure that there are procedures for their establishment and use.

Types of Reserves

These can be categorised as either General or Earmarked.

General Reserves

General Reserves are funds which do not have any restrictions on their use. They cushion the impact of uneven cash flows, offset budget requirements, if necessary, or can be held in case of unexpected events or emergencies. Setting the level of General Reserves should be agreed alongside the Annual Budget.

JPAG (March 2024) edition advises:

“The generally accepted recommendation with regard to the appropriate minimum level of a smaller authority’s general reserve is that this should be maintained at between three and twelve months of net revenue expenditure.”

The smaller the authority, the closer the figure may be to 12 months expenditure, the larger the authority, the nearer to 3 months. In practice, any authority with income and expenditure in excess of £200,000 should plan towards 3 months equivalent general reserves.

The primary means of building General Reserves will be through a reallocation of funds (underspend on a completed project) and allocation from the annual budget. This will be in addition to any amounts needed to replenish reserves which have been spent in the previous year. If in extreme circumstances General Reserves were exhausted due to major unforeseen spending pressures within a particular financial year, the Town Council would be able to draw down from its earmarked reserves to provide short term resources. Keswick Town Council has set a general reserve level of a minimum of six month’s operational costs.

Earmarked Reserves

Earmarked Reserves must be held for genuine and intended purposes and their level should be subject to annual review and justification. They should be separately identified to prevent query from internal and external auditors.

Earmarked reserves are held for several reasons and shall only be used for the purpose for which they were created.

- Renewals – to enable the planning and financing of an effective program of equipment replacement and property maintenance/refurbishment. The funds required are built up incrementally over several years when considering asset conditions and asset life. They are a mechanism to smooth expenditure without the need to vary budgets. Keswick Town Council has earmarked reserves set aside for Elections (co-option and by-elections); Office and Chamber requirements; Professional Advice; Equipment (IT and furniture); CCTV (for future upgrades to the PCC CCTV); and War Memorial.
- Carry forward of underspend on an uncompleted project – expenditure committed to a project but not spent in the budget year. Reserves can be used as a mechanism to carry forward those reserves.
- Developers contributions – proceeds from developers which can only be used for specified purposes. At the time of writing this policy, Keswick Town Council does not have any developers funds available.
- Funds – there are two funds set aside which meet known or predicted liabilities. This is the Christmas Lights fund, and the Events fund.

Where the purpose of an Earmarked Reserve becomes obsolete, or where there is an over-provision of funds, the excess may, on the approval of the Town Council, be transferred to other budget headings within the revenue budget, or to General Reserves or to one or more other Earmarked Reserves.

Earmarked Reserves will be established on a 'needs' basis in line with anticipated requirements and these are to be reviewed annually when the budget is agreed.

Any decision to set up an Earmarked Reserve must be approved by Town Council. If the Earmarked Reserves are used to meet short term funding gaps, they must be replenished in the following financial year. However, Earmarked Reserves which have been used to meet a specific liability would not need to be replenished, after having served the purpose for which they were originally set up.

Management and Control of Reserves

Movements in Earmarked Reserves and General Reserves shall be reported to full Council as part of the budget monitoring documentation. The use of Reserves shall be approved by full Council.

The level of General Reserves shall be reviewed on an annual basis during the budget setting process, and agreed by the Town Council. The minimum level of General Reserves shall be recommended to the Council by the Responsible Financial Officer. This will form part of the recommendations for the Annual Budget and Precept request by the Town Council and is currently set at six month's operational costs.

Earmarked Reserves shall be reviewed on an individual basis. Approval for the creation, amendment, cessation or continuation of Earmarked Reserves will be agreed by Town Council.

Keswick Parks Charitable Trusts – specific Reserves

Funds related to Keswick Parks Charitable Trusts will follow the principles of Keswick Town Council's Reserves Policy, but there will be specifics relating to each park that may affect levels of reserves.

Hope Park Trust

General Reserves

The Trust aims to hold three to six months operating costs in general reserves. The Trust has agreed to hold six months operating costs in reserve.

Any excess in Hope Park's budget at the end of the year will be put into the general reserves.

Earmarked Reserves

- Max the Miracle Dog funds (restricted funds) – any funds raised in regard to Max the Miracle Dog and the donation point can only be spent within Hope Park. This is the wish of Kerry Irving when the statue and donation point was introduced.
- Building Fund – this fund is solely for Hope Park, and is to be used to provide funds for any necessary building work such as to the Greenhouse or the old store buildings.
- Memorial Benches and trees – this earmarked reserve is for work following the sale of memorial benches or trees. Any excess will be moved to another fund as required.
- Woodland Walk grant – this is remaining monies from a grant from Cumbria County Council, and is held to continue maintenance on the Woodland Walk in Hope Park.
- Development and Equipment Fund – this is a fund held in Hope Park, but can be used by either park, to be used as equipment needs to be replaced or improved. This can be topped up from either the Memorial Benches funds or from free reserves from either park, or else will have income allowed each financial year.

If necessary, general funds can be transferred between Hope Park and Fitz Park, as the objectives are the same for both parks.

Fitz Park Trust

Fitz Park Trust runs at a deficit each year, so currently only holds a small amount in unrestricted funds, under three months operating costs. In an ideal world it would have six months running costs in general reserves, as Hope Park does (approximately £75,000). However, as the Town Council gives a grant to Fitz Park annually to cover the deficit, this is considered an acceptable level by the Trust's Accountant.

Fitz Park does have a number of Earmarked Reserves, which have specific purposes.

Earmarked Reserves

- Memorial Benches and trees – this earmarked reserve is for work following the sale of memorial benches or trees. Any excess will be moved to another fund as required.
- Sinking Fund – this is the fund which has been created for the purpose of aiding in repairing Fitz Park in the event of a major flooding event. A large amount of the

structures are insured, however this fund will be used to cover uninsurable losses. Trustees decided to cap this fund at £100,000 in November 2023.

- Future Developments Fund – this fund was set up in November 2023 to be used for projects in Fitz Park, for instance the new staff storage unit.
- BMX Track – for ongoing maintenance to the BMX track
- Sensory Garden – originally this was a grant given to develop the Sensory Garden in Wivell Triangle, and this fund is used to replace any plants or to cover any work needed for the garden.
- Outdoor Gym – this fund is to repair any of the Outdoor Gym equipment.

Keswick Town Council Investment Policy and Strategy

Introduction

This Investment Policy and Strategy has been devised in line with the Statutory Guidance on Local Government Investments (3rd Edition) issued under section 15(1)(a) of the Local Government Act 2003. An investment strategy is required for all investments expected to exceed £100,000 at any time during the financial year.

This Investment Policy and Strategy applies to all investment activities undertaken by the Town Council, including those of Hope Park Trust and Fitz Park Trust.

Keswick Town Council acknowledges its duty to act prudently when investing all funds held on behalf of the community by the Town Council.

Investment Objectives and Principles

The general policy objective of the Council is prudent investment of its balances. The Council's investment priorities are:

- Security of reserves;
- Liquidity of reserves;
- Ethical considerations of reserves.

The Council will aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity, but in balancing risk against return, the Council prioritises minimising risk over maximising return.

Investment Policy

The Town Council shall only use specified investments as defined by MHCLG guidance.

A significant percentage of the Council's bulked reserves shall be placed on interest bearing term/notice deposits.

No investment shall be held with the Council's current bankers.

All investments shall be made in the name of the Council, and be deposited in sterling.

Investments shall be reviewed every 12 months.

The Town Council shall only invest with banks/building societies which it defines as "High Credit Quality". This being those with a credit rating of A with Moody's Investors Service or BBB with Standard and Poor's or Fitch Ratings Ltd.

The Town Council may also invest in the CCLA Public Sector Deposit fund subject to it maintaining a credit rating as required above.

Investments shall be decided and placed by the Responsible Financial Officer having used due diligence including as a minimum finance search engines and rating agencies.

This shall be under the oversight of full Council, and the actual movement of money will be by the usual authorised signatories.

The Council will invest ethically. It will adhere to high environmental, social and governance (ESG) standards across all its investments.

The procedure for undertaking investments, considering the need for timely and speeding placing of deals shall be documented by the Responsible Financial Officer.

The Responsible Financial Officer shall review credit ratings of organisations in which the Council holds investments on a quarterly basis. Should the credit rating fall below that specified above, the Responsible Financial Officer shall draw up a report for Council and take the appropriate action.

The Council will never borrow money in order to invest in financial markets, equities, commodities, cryptocurrencies or other risk-bearing financial instruments, nor will it invest in land or property outside of the parish.

Revision

Any revisions to this policy shall be approved by Full Council.

The Responsible Financial Officer and Clerk shall review this policy annually and recommend any proposed changes to Full Council prior to the commencement of the new financial year. Where no changes are proposed, Full Council shall note the policy.

This policy shall be reviewed in the event that the Bank of England increases its base rate above 5% or the Financial Services Compensation Scheme is extended to cover the Town Council.

Keswick Parks

Keswick Parks will follow the Town Council's Investment Policy, with the addition of the fact it may invest in the CCLA Charities Deposit Fund subject to it maintaining a credit rating as required in the main document.

KESWICK TOWN COUNCIL**EVENTS COMMITTEE**

Minutes of the meeting of Keswick Town Council Events Committee held at Council Chamber, Keswick Town Hall, Keswick, CA12 5JS on Thursday 15 August 2024 at 12.00 p.m.

Present: Councillor Steve Harwood (SH)
 Councillor Claire Houghton (CIH)
 Councillor Sally Lansbury (SL)
 Councillor Rob Nelson (RN) (Chair)
 Ania Mlynczak (AFA) (AM)
 Catherine Parker (RFO) (CP)
 Kat Hale (Events Coordinator) (KH)
 Carole Hirst (Keswick Lions) (Chi)
 Tony Hirst (Keswick Lions) (TH)
 Vanessa Metcalfe (Keswick Tourism Association) (VM)
 Claudia Walker (Keswick Scouts and Guides) (CW)

10. Apologies

Apologies for absence were received from Mary Elliot (Theatre by the Lake) and Vivien Little (Town Clerk).

11. Minutes

RESOLVED that the minutes of the Events Committee Meeting held on the 25 July 2024 be approved (page 3).

12. Events 2024/2025

See appendix A for details of events and actions.

RESOLVED that the Keswick Games be postponed until a suitable date in the future.

13. Date of next meeting

RESOLVED that the date of next meeting be Thursday 19 September 2024 at 12.00pm.

The meeting closed at 12.45pm

 Chair

 Date

APPENDIX A

Keswick Town Council Events Committee Meeting 16 August 2025

8.1 – Party in the Park

Not discussed

8.2 - Scruffs

Not discussed

8.3 - Keswick Games – Townsfield – 18 August 2024

Following on from the sub group meeting on Monday 12th August, it was confirmed that by the Events Committee that the Keswick Games were postponed for 2024.

Kat outlined the reasons for the decision:

- Lack of volunteers
- Heavy rain just days ahead of the event, and unclear forecast for Sunday
- No experienced MC due to other commitments
- In sufficient take up by teams
- Feedback from adults from clubs that the adult games may 'kids' rather than adults and a concern of injury in the peak sporting season
- The offer of the use of Fitz Park by the Keith Richardson and the Cricket Club

The meeting had attempted to dial Rob as the Chair into the meeting ahead of making the decision, however, were unable to connect with him. Kat informed him after the meeting of the decision and briefly outlined the thinking behind the decision.

The Keswick Games was unanimously supported by the Committee – and it was confirmed this is a postponement not a cancellation.

Whilst the Cricket Club offer was gratefully received it, the Event's Committee initial intent was to make use of Townsfield as a village green again. On further discussion it was agreed that 2 events were potentially emerging from this:

1. Mayday – use Townsfield (TBC) (NB – will be 8.6 from next meeting as a separate event)
2. Keswick Games – use Fitz Park (TBC)

Considerable discussion was held on what the two events could look like with the consensus that the May Day event should be a 'give back' opportunity from the Keswick Town Council. This means costs need to be covered by grant/s if appropriate (Kat to investigate), sponsorship and reuse of existing equipment (along with a call for loans of gazebos, tables, etc if needed). In summary, the May Day event would be a traditional town fair (Fayre) with a Maypole, Morris Dancers, fun events, charity stalls – e.g. along the lines of the Victorian Fayre charity stalls. The equipment already purchased for Keswick Games would be used, space hoppers, safety equipment, etc. Possibly involve St Herberts School in this event.

The Keswick Games would expand on the existing programme with a focus on adult teams events, family / child friendly games and would be funded by vendors, sponsors, grants (if applicable), and paid entry to events. Request to invite Bee Unique to support. Date for 2025 tbc pending feedback from the Cricket Club on potential dates. September / October were the committee's preferred months given the number of activities hosted in the first half of the year – D Day, Party in the Park, Scruffs, etc. This event would be raising funds for Fitz Park Charitable Trust. Keith Richardson to be asked to join the committee and be invited to the next meeting and added to circulation list.

8.4 - Xmas Lights Friday 15th November

Nothing further discussed – updates to be provided from Vivien at the next Events Committee Meeting

8.5 - 80th Anniversary of VE Day

Not Discussed

8.6 – May Day

See notes embedded in section 8.3

Next Meeting

19th September @ 12:00-13:00

ACTIONS

Item No	Action	Who
8.1.1	Party in the Park (PitP) Bee Unique Confirm they would like to be involved in 2025	Rob Nelson
8.1.1	(PitP) - St Herberts School Choir Contact to establish if they would like to be involved in 2025	Kat Hale
8.1.2	(PitP) - Brass Band Pre-booked, tentatively accepted – Unavailable as they are now attending Maryport Carnival (who also moved their date to a week later)	Ania Mlynczak (Done)
8.1.3	(PitP) - Master of Ceremonies Contact Stuart Sidney and/or Darren Farnham	Kat Hale
8.1.4	(PitP) - Stuart Sidney & Associates Contact Stuart and ask if he and 'guests' would like a place, including Erin Collins who expressed an interest in a spot in 2025	Kat Hale
8.1.5	(PitP) - Imogen Faith & Eve – shared slot Contact to book for 2025	Kat Hale
8.1.6	(PitP) - Local Vocals Contact to book for 2025	Kat Hale
8.1.7	(PitP) - Thieving Magpies / The Anthems Contact to book for 2025 – nb Ania has contacted TM who are interested	Kat Hale
8.1.8	(PitP) DJ Set Contact Mark Swider to book for 2025; add announcement at 21:00 hrs to direct people to music events in town	Kat Hale
8.2.1	Scruffs - Market Set up meeting with Phil for knowledge transfer of vendors, contact details, costs, etc.	Kat Hale
8.2.2	Scruffs - Flyer Keep current flyer for both Party in the Park and Scruffs, change colour	Ania Mlynczak
8.3.1	Keswick Games - Team Events – Pre-Registration Contact cricket, football, rugby girls & boys, KAC team events to get their sign-up.	Rob Nelson
8.3.2	Keswick Games - Lion's Gazebos To loan 2 x Lions' gazebos to be used for the admin area	Tony Hirst
8.3.3	Keswick Games - Games Lines Rob & Martin Thwaites to set the lines for the games area on Thursday 14th after final decision made on number of entrants (min 4 teams) and weather	Rob Nelson
8.3.4	Keswick Games - Volunteers Call out for volunteers, approx. 17 needed Juniors: races x 2; registration/waiver x 2; Teams registration x 1, races x 4, obstacle course x 3; gates x 2, carpark x 1; scoreboard x 1, general duties (incl toilets and rubbish bin swaps) x 1	Ania Mlynczak (add request to website)
8.3.5	Keswick Games - Vendors All to be informed they need to remove their rubbish when finishing off.	Rob Nelson

8.3.5	Keswick Games – Medals for the games Ribbons needed to be threaded on the medals	Rob Nelson
8.3.6	Keswick Games – Signage Cost of the 3 signs ordered to be provided to Catherine for inclusion in the costs	Rob Nelson
8.3.7	Keswick Games – TENS & insurance for vendors Craig Howitt from Keswick Rugby Club to be notified a TENS notice and insurance for the day will be required	Kat Hale (complete)
8.3.8	Keswick Games – Date for 2025 Decision to be made on date for the event in 2025 – need feedback / input from Keith Richardson of the Keswick Cricket Club	Stephen
8.3.9	Keswick Games – Keith Richardson Keith to be invited to the next Event's Committee Meeting view to co-opt him into the Events Committee for the Keswick Games	Stephen/Vivien
8.4.1	Food Vendors Seek expressions of interest in food vendors from within the Marketeers; Cumberland Council gazebos will be used	Phil Byers
8.4.2	Staging Meeting with Fluid to ensure access for Duncan & Yvonne	Vivien Little (done)
8.5.1	D Day - Beacon Look at cost of new topper for the beacon	Vivien
8.5.2	D Day – Celebrant Ask Charles Hope to provide similar service to the VE Day and invite to future meetings.	Kat/Vivien
8.6.0	May Day Funding Investigate Community funding opportunities for supporting this event	Kat Hale
8.6.2	May Day Order of Events Consider music/vendors/sponsors, etc and table next meeting	Kat Hale