

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

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

Minutes of the meeting of Keswick Town Council held at the Quaker Meeting House, Keswick on Thursday 18<sup>th</sup> September 2025 at 7.00 pm.

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**Present:**

**Chair**  
Councillor Louise Dunn

| <b>Councillors</b> |               |                 |
|--------------------|---------------|-----------------|
| Natalie Evans      | Steve Harwood | Chris Houghton  |
| Claire Houghton    | Denstone Kemp | Benita Laphorn  |
| Jean Murray        | Claire Peat   | Lorraine Taylor |

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

**79. Apologies**

Apologies for absence were received from Councillor Nelson and Scott. Their apologies were noted and accepted by Councillors.

**80. Minutes**

**RESOLVED** that the Chair be authorised to sign as a correct record the minutes of the Town Council meeting held on the 21<sup>st</sup> August 2025 (pages 16 - 23).

**81. Requests for Dispensations**

The Clerk reported that no requests for dispensation had been made at this meeting.

**82. Declarations of Interests**

No declarations of interest were made at this meeting.

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

No matters were raised by members of the public.

**84. Fairtrade Representative**

**RECEIVED** a brief presentation from a member of Keswick Fairtrade.

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

Councillor Murray informed Councillors that the next surgery would be held on Monday 22 September at the library.

Councillor Dunn was continuing to follow up on the recent fireworks on Derwent Island with the National Trust.

**86. Applications for Development**

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

| Plan Ref    | Description, Location, Comments<br>Recommendation   |
|-------------|---|
| T/2025/0157 | Crown lift the overhanging branches over the putting green by 2 metres - One Acer pseudoplatanus located on the edge of the putting green |

*ALD* 16/10/25

- T/2025/0157 Crown lift the overhanging branches over the putting green by 2 metres - One Acer pseudoplatanus located on the edge of the putting green  
Hope Park, Golf Kiosk And Putting Green, Lake Road, Keswick, Cumbria, CA12 5DG  
*Declared interest – KTC application*
- T/2025/0165 T1 mature oak - Prune to remove remaining scaffold branch over building. Prune to remove branch stubs from previous pruning. Undertake through pruning works to obtain circa 0.5 metres of clearance from BT cables  
Central Car Park, Keswick, Cumbria, CA12 5DF  
*Support – this tree management work is supported by an Arboricultural Report by Cumbria Tree Services on behalf of Cumberland Council*  
**SUPPORT**
- 7/2025/2156 Change of use from Guest House to HMO (to provide staff accommodation for local hotel workers)  
19, Church Street, Keswick, CA12 4DX  
*Object – the need to provide staff accommodation for local hotel workers is appreciated and supported where this is accompanied with on site management. There is no indication on the application submitted that this is being provided. We support the objections raised in 3 representations submitted and we note with extreme concern the condition on the recently approved application 7/2025/2118, on this same property, allowing use for short term holiday letting accommodation “without” managers accommodation. Evidence has been provided of the unacceptable consequences to neighbouring properties where this situation has previously been allowed. The solution is simple, to ensure that on site management is always provided in such situations. This is an important principle clearly set out in the Local Plan Policy 06 to safeguard the unacceptable impact and amenity of adjoining residents*  
**OBJECT – Further comments to follow from Town Clerk on Monday 22<sup>nd</sup> September**
- 7/2025/2157 Replacement signage  
John Young, Kings Head Court, Keswick, CA12 5FJ  
*Support – we consider the new signage for Ellis Brigham is appropriate in scale and design*  
**SUPPORT**
- 7/2025/2164 Single storey rear extension to create more living space  
52, Wordsworth Street, Keswick, CA12 4BZ  
*Support – the infill extension and alterations proposed are acceptable in scale and design with no impact on adjoining properties*  
**SUPPORT**

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

**87. Mayor’s Report**

**RECEIVED** details of the Mayor’s engagements and meeting attendance for the period 15 August – 11 September 2025.

**88. Audit for the year ending 31 March 2025**

**RESOLVED** to approve and accept the Annual Governance and Accountability Return for the year ended 31 March 2025 including the certificate of conclusion of the External Audit.

*ALQ 16/10/25*

**89. Visitor Management Working Group**

**RECEIVED** the report of the Visitor Management Working Group.

**RESOLVED** that the Clerk update the Terms of Reference of the Visitor Management Working Group in October to allow for them to respond to SAG forms (Action – Clerk).

**90. Private Members Bill support**

**RECEIVED** the report from Councillor Dunn.

**RESOLVED** that:

- i) Keswick Town Council supports this bill;
- ii) Keswick Town Council will write to Markus Campbell-Savours MP and Rachael Maskell MP in support of the bill and asks what we can do to help (Action – Clerk);
- iii) Keswick Town Council will encourage local residents to write to their MP to support the bill (Action – Clerk);
- iv) Keswick Town Council thanks Councillor Sally Lansbury, Cumberland Council for her support in mobilising enforcement resource to address trade waste issues; and
- v) The Keswick Town Council nuisance reporting scheme no longer includes HMOs as they are already licensed, and the Council agrees that they need a different reporting approach (Action – Clerk).

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

**RECEIVED** the report from

- i) Battersby Charity - Council representative Councillor Harwood.
- ii) Keswick in Bloom– Council representative Councillor Peat.

**92. Reports from Ward Representatives**

**RECEIVED** reports from the following representatives:

- i) Cumberland Council – Councillor Lansbury updated members on the work that had been done by Cumberland to improve Children in Care, Adult Social Care and SEND, which were now all rated as ‘good’.  
Councillor Lansbury also updated Councillors on future Lakes to Sea panel meetings which may be of interest, including the meeting on the 25<sup>th</sup> September which would include an update from the LDNPA on the Valley Action Plans, and the meeting on the 27<sup>th</sup> October will have an update on the Highways reporting system and waste systems.
- ii) LDNPA North Distinctive Area Parishes Representative – **RECEIVED** the report of the LDNPA North Distinctive Area Parishes Representative.

**93. Payment of Accounts**

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

- i) For the Town Council, vouchers 146- 169, amounting to £32,984.95 (thirty two thousand nine hundred and eighty four pounds and ninety five pence)
- ii) For the Trusts, vouchers HP80 – FP106, amounting to £13,083.48 (thirteen thousand and eighty three pounds and forty eight pence)

**94. Clerk’s Report**

**RECEIVED** the Clerk’s report.

**RESOLVED** that the Clerk go ahead to and reapply to have the Town Hall registered as an Asset of Community Value (Action – Clerk).

**95. Sexual Harassment Policy**

**RESOLVED** that the Sexual Harassment Policy for the Council be approved.

**96. Police Report**

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

*ALD*  
16/10/25

**Prior to consideration of the following business, the Chair moved the resolution:**

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

**97. Internal Audit – Years 2026 & 2027**

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

**RESOLVED** that Ian Smithson be appointed as the Council's Internal Auditor for years 2026 and 2027 (Action – RFO).

**98. Building Update**

**RECIEVED** the report of the Responsible Financial Officer.

**RESOLVED** that Councillor Harwood read both reports and decide which would suit the Council's needs best. Funding will be taken from earmarked office/chamber balance, with the remaining from contingency (Action – RFO)

The meeting closed at 8.34 p.m.

  
Chair

16/10/23  
Date