

**FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS**

Council Offices  
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15<sup>th</sup> May 2025

The Annual Meeting of Charitable Trusts listed below will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick **Thursday 22<sup>nd</sup> May 2025 at 7.00 pm.**

Yours sincerely



**Vivien Little**  
Trust Clerk

**HOPE PARK Registered Charity 503465**  
**FITZ PARK Registered Charity 520327**

**A G E N D A**

- 1. Election of Chair**  
To elect a Chair of Keswick Parks Charitable Trusts for the ensuing year.
- 2. Election of Vice Chair**  
To elect a Vice Chair of Keswick Parks Charitable Trusts for the ensuing year.
- 3. Apologies**  
To receive apologies for absence.
- 4. Minutes**  
To approve and authorise the Chair to sign the Minutes of the meeting held on 13<sup>th</sup> March 2025 (pages 11-12).
- 5. Declarations of Interests**  
To receive any declarations of interests in respect of items on this agenda.
- 6. Chair's Report**  
To receive verbal report of the Chair.
- 7. Parks Manager's Report**  
To receive the report of the Parks Manager.
- 8. Clerk's Report**  
To receive the report of the Trust Clerk.



**9. Futures Plans**

To receive the report of the Trust Clerk.

**10. Linked Charities update**

To note the correspondence from the Charity Commission regarding the linking of Fitz Park and Townsfield Charities.

**11. Bowling Club – Proposed storage**

To receive the report from the Clerk.

**12. Budget Comparisons**

To receive budget comparisons for the fourth quarter.

**13. Review of Hire Charges**

To review charges of the parks.

**14. Requests for use of the Parks**

To consider two requests to use the parks;

- i) Keswick Beer Festival to put banners on Fitz and Hope Park railings advertising the Beer Festival, to be removed by Sunday 8 June 2025; and
- ii) Keswick Athletics Club, to host a barbecue for an after race social event at the Cricket Pavillion, in connection with the Round Latrigg race on Wednesday 11 June 2025.

**Prior to the following business the Chairman 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.’*

**15. Minutes**

To approve and authorise the Chair to sign the Minutes of the meeting held on 6<sup>th</sup> May 2025 (pages 13-14).

**16. Fitz Park update**

To receive the report of the Parks Manager.

**17. Deed of Easement**

To receive a report from the Clerk (to follow).

To: All Councillors/Trustees  
Press

## FITZ PARK, HOPE PARK &amp; TOWNSFIELD CHARITABLE TRUSTS

Minutes of the meeting of the Keswick Parks Charitable Trusts held at the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Thursday 13<sup>th</sup> March 2025 at 7.00 pm.

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Present:

Chair  
Councillor Jean Murray

| Councillors    |                 |               |
|----------------|-----------------|---------------|
| Louise Dunn    | Natalie Evans   | Steve Harwood |
| Chris Houghton | Claire Houghton | Denstone Kemp |
| Benita Laphorn |                 |               |

Also present were Vivien Little (Trust Clerk) and Christine Fawcett (Parks Manager).

**55. Apologies**

Apologies for absence were received from Councillors Nelson, Peat, Taylor and Catherine Parker (RFO).

**56. Minutes**

**RESOLVED** that the Chair be authorised to sign as a correct record the minutes of the meeting held on 23rd January 2025 (pages 9-10).

**57. Declarations of Interests**

No declarations of interest were made at this meeting.

**58. Chair's Report**

**RECEIVED** the Chair's report. Councillor Murray updated Trustees on the letter which she had put in the Reminder regarding tree management in the parks in response to a letter which had been factually incorrect. The Parks Manager highlighted the importance of the annual tree survey (which follows the Qualified Tree Risk Assessment Framework) as with the recent Horse Chestnut removal, when it was felled, the amount of damage honey fungus had caused to the tree was obvious to see, and it was clearly the correct thing to do to prevent risk to life. The Parks Manager works closely with the LDNPA Tree officer, who regularly attends the parks to discuss the trees which required management.

The Parks Manager also reminded Trustees that some trees which were planted when Fitz Park was founded were coming to the end of their natural life span. Trees did not live indefinitely.

**RESOLVED** that social media be put out ahead of any future tree work in order to explain reasoning to concerned residents in advance (Action – Councillor Dunn, Clerk).

**59. Parks Manager's Report**

**RECEIVED** the report of the Parks Manager.

The Parks Manager updated Trustees on repair work following the trees which had blown down. The stump of the Norway Maple has now been removed, and the contractor will be on site to repair the wall next week, after which Cumberland Council can repair the footpath, hopefully ahead of the main season.

**RESOLVED** that:

- a sum of £2692 be taken from the Sinking Fund to cover the uninsurable costs relative to the clearing up of the fallen tree (Action – Financial Officer);
- the quotation for removal of the containers be agreed, and the final amount (approximately £500 per container) to be taken from the Future Developments Fund (Action – Financial Officer, Parks Manager); and
- the Parks Manager to investigate the ongoing leak into Lower Fitz Park (Action – Parks Manager).



**60. Clerk's Report**

**RECEIVED** the report of the Trust Clerk. It was noted that the 'Clean it Up' signs that had been sprayed in Fitz Park had a noticeable effect, and would be replaced when they wore off.

**RESOLVED** that:

- a) The parking arrangement with the Bowling Club be agreed for the next twelve months (Action – Clerk); and
- b) The Trustees agree to the replacement of the windows on the Bowling Bower (Action – Clerk).

**61. Lower Fitz Park Development**

**RECEIVED** the Clerk's report. Trustees noted the progress made so far, and were happy to continue as has been planned. They looked forward to seeing how things progressed with fund raising.

**RESOLVED** that Trustees proceed with going out to tender with the two preferred companies following the adoption of the updated Financial Regulations at the next Town Council meeting (Action – Financial Officer, Clerk).

**62. Hope Park & Fitz Park Budgets – 3<sup>rd</sup> quarter 2024-25**

**RECEIVED** for information the 3<sup>rd</sup> quarter budget comparisons.

**63. Request for use of the Parks**

- i) **RECEIVED**—for information a number of races 2025 from Athletics Club – **RESOLVED** that Trustees noted all the events.
- ii) **RECEIVED** information about 2026 event from Lakeland Trails – **RESOLVED** that the Trustees are happy with the principle of the event being moved, and discussions could happen with Lakeland Trails (Action – Financial Officer, Clerk)

**Prior to the following business the Chairman moved the following resolution:**

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

**64. Golf Ball Incident**

**RECEIVED** the Clerk's report.

**RESOLVED** that the contents of the report be noted.

**65. Use of the Parks**

**RECEIVED** the Clerk's report.

**RESOLVED** that

- a) the Vice-Chair, Financial Officer and Clerk enter negotiations with the organiser (Action – Councillor Chris Houghton, Financial Officer, Clerk); and
- b) Fees and Charges for the parks are looked at in detail at the next Trust Meeting (Action – Trustees)

**66. Hope Park Request**

**RECEIVED** the Clerk's report.

**RESOLVED** that the Trustees reject the request (Action – Clerk).

The meeting closed at 8.25pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

Spring/summer is now on it way; grass is being cut, and deciduous trees and shrubs are bursting into leaf and flower. Thanks go to all the staff for their continued hard work within the parks and the office.

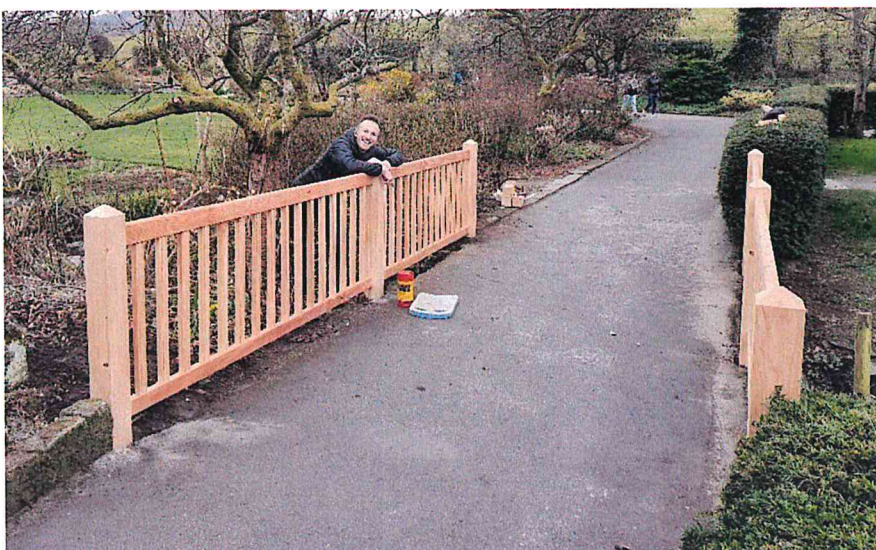
### Hope Park

The greens have all been fertilized and starting to grow. With the dry and warm conditions in April, they have taken the average time to respond. Given the high volume of people using the course over the Easter holidays the greens are standing up well and will be fertilized again in May when we get some rain. The greens have also been treated with lawn sand to reduce moss and verti knifed to encourage new growth.

The bedding plants have arrived and are all housed in the green house, being grown on until ready to plant out in late May. Parks staff are on a rota for weekend watering as the days become longer, plants will not last the weekend without water. Litter bins are being emptied at weekend too as part of this rota.



The polyanthus and Orange Emperor tulips in memory of Max the Miracle dog have provided a lovely display this spring. The polyanthus will be removed in early May and some of these plants will be replanted for naturalizing in the woodland at Hope Park.



The new bridge balustrade has been made by Derwent Joiners & Glaziers Keswick Ltd. The wood used to make these balustrades is larch and was salvaged from Upper Fitz Park.

Sebastian has made a great job of making these and match the other bridge handrail he made 2 years ago.



Thanks, must also go to DSR landscapes for the new fencing they have had made and erected around the boating area. It's a great improvement to the old fence.



The footpath leading from the kiosk to the cafe will be resurfaced when contractors are available and visitor numbers are lower.

### Lower Fitz Park

Grass cutting of Lower Fitz has begun and is being carried out on a twice monthly basis.

The play area has been very busy over the Easter Break and once the weather allows various wooden parts of the play area will be painted.

The new handrail has been fitted to the steps near Silver Bridge and will be painted green like the railing shortly. Two new bollards have been installed at the car park entrance to replace the old fencing. This will stop cars taking a short cut into the car park.



### Upper Fitz Park

The tennis courts, bowling green and surrounding grassed areas have been aeriated and fertilizer has been applied. An application of moss killer and herbicide to control turf weeds has been carried out and scarifying to remove the moss will continue throughout the summer.

The bowling green, and putting area have been open since 5<sup>th</sup> April and the tennis courts have been marked out for the 1<sup>st</sup> May, weather permitting on play.

Two new updated tree maps have been fitted to both Lower and Upper Fitz park and thanks goes to Pete Sibley for updating these maps and getting them printed for us.

The wall and railings have been fixed after the most powerful windstorm in over decade, Storm Eowyn. Cumberland Council will be fixing the tarmac footpath surface when their work schedule allows.

Dennis UK, the company who manufactures our three electric ES 510 cylinder mowers have visited us in April. They have undertaken a press release highlighting our use of these mowers within the parks and their reliability.

This press release will be going nationwide in May/June.

### Wivell

The grass around the War Memorial is now being cut, strimmed and maintained by parks staff once a week. Weeds have been sprayed around the hard landscaping of the War Memorial and adjoining footpaths. The railing are now been painted by local contactor Paul Lodge and look so much better.

KESWICK PARKS CHARITABLE TRUSTS

22 MAY 2025

Clerk's Report

Update on football drainage

Following on from the Trust meeting on 23<sup>rd</sup> January 2025, myself and Catherine met with the Cumberland FA Football Development Manager as well as the FA's Regional Pitch Advisor at the pitches in Fitz Park on 19 March. This was a useful discussion to explain the process of the scheme, and what was required to do. There were multiple issues which could affect the quality of the pitch, with one of the biggest impacts being the silt that had been on the pitches following Storm Desmond, and how that could well still be causing issues today.

The whole process to look at drainage would not be easy. Before anything could be looked at, a feasibility study prepared by a Sports Pitch Consultant, which would cost around £2,000 +VAT. However, it was suggested that first of all we take advice from the Environment Agency as to whether surface water could drain into the River Greta, as if we couldn't get permission for that, then there was no point in pursuing the scheme any further. I have since approached both the Environment Agency and the LDNPA (and subsequently chased them for a response), and am awaiting hearing back from them.

I have also contacted the case officer for the Lakes to Sea Panel of Cumberland Council to see if the feasibility study could be a scheme that they would support, as if a grant could be received for that, it would seem a sensible use of that, rather than have to raise money for a feasibility study.

I will update Trustees on this matter as we progress. It will not be a fast solution, but it is worth exploring.

Bioblitz 2025

Steven Hebblethwaite from the Woodland Trust has been in touch with myself to seek permission to undertake another Bioblitz event at Elizabeth's Wood to take place on 27 June 2025, which is during Great British Green Week. As a reminder, last year this took place, and logged what species of plants and wildlife are found in Elizabeth's Wood, which will add to the data held on the biodiversity in the woodland.

Volunteers will undertake this task, but it is useful to see how the woodland is developing. Are Trustees happy for this to go ahead?

Vivien Little

13 May 2025

KESWICK PARKS CHARITABLE TRUSTS

22 MAY 2025

Futures Plans

Following discussions with staff of the parks, as well as a working group, a series of plans for the parks were developed, with ideas, and also plans for work which are needed within the parks. These were taken away, and written up, with assignments made to various members of staff as well as Councillors, with proposed dates attached to them.

This will allow work to be undertaken on them, as well as adequate planning at the budget setting time to ensure that the work will take place when we hope it does.

Trustees are asked to look at the plans, and if they wish to make any comments or suggestion, please let us know.

Vivien Little

13 May 2025



# TOWNSFIELD

12 months to May 2025

| Specific Goals                        | Action                                       |  | By Whom      | By When      | Resource Needed | Priority | Category |
|---------------------------------------|----------------------------------------------|--|--------------|--------------|-----------------|----------|----------|
| Extend memorial benches to Townsfield |                                              |  |              |              |                 | 5        | N        |
|                                       | Update existing policy to include Townsfield |  | Ania         | Jul-25       |                 |          |          |
|                                       | Identify space in Townsfield                 |  | Christine    | Jul-25       |                 |          |          |
| Remove Ash trees with ash dieback x 4 |                                              |  |              |              |                 | 7        | R        |
|                                       | Included in works schedule                   |  | Park Staff   | as needed by |                 |          |          |
|                                       | (NB. next tree report in Autumn 24)          |  |              | Jul-25       |                 |          |          |
|                                       | <i>Starting March 2025</i>                   |  |              |              |                 |          |          |
| Plant more trees                      |                                              |  |              |              |                 | 3        | D        |
|                                       | Included in works schedule                   |  | Park Staff   | Apr-25       |                 |          |          |
|                                       | to add Apple/Fruit Trees                     |  |              |              |                 |          |          |
| Remove bramble patches                |                                              |  |              |              |                 | 3        | D        |
|                                       |                                              |  |              |              |                 |          |          |
|                                       | Included in works schedule                   |  | Park Staff   | Jul-25       |                 |          |          |
|                                       |                                              |  |              |              |                 |          |          |
| Improve riverside footpath            |                                              |  |              |              |                 | 5        | R        |
|                                       | Included in works schedule                   |  | Park Staff   | Ongoing      |                 |          |          |
|                                       |                                              |  |              |              |                 |          |          |
| Discourage people from digging        |                                              |  |              |              |                 | 5        | R        |
|                                       | Discuss with H&S Consultant                  |  | Office Staff | Apr-25       |                 |          |          |
|                                       |                                              |  |              |              |                 |          |          |

\*Priority rate "0" Not at all to "10" Especially critical

\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance

## TOWNSFIELD

24-36 months to May 2026/27

| Specific Goals                    | Action                                                    | By Whom                 | By When | Resource Needed | Priority | Category |
|-----------------------------------|-----------------------------------------------------------|-------------------------|---------|-----------------|----------|----------|
| Develop "The Games"               |                                                           |                         |         |                 | 10       | N        |
|                                   | Passed baton to Events Committee to run with!             | Events Committee        | N/A     |                 |          |          |
|                                   | <i>MOVED TO FITZ PARK</i>                                 |                         |         |                 |          |          |
| Pollard Lime trees along roadside |                                                           |                         |         |                 | 5        | R        |
|                                   |                                                           |                         |         | Budget          |          |          |
|                                   | Await annual tree report & budget accordingly             | Park Staff              | Apr-26  | 2026/27         |          |          |
| Add goal posts with sponsorship   |                                                           |                         |         |                 | 5        | D        |
|                                   | Find costings for removable fixed junior posts - Bishops? | Christine               | Jan-26  | Depends on      |          |          |
|                                   | Identify, approach & secure sponsor                       | Consult with Rob Nelson | May-26  | sponsorship     |          |          |
|                                   |                                                           |                         |         |                 |          |          |
|                                   |                                                           |                         |         |                 |          |          |
|                                   |                                                           |                         |         |                 |          |          |
|                                   |                                                           |                         |         |                 |          |          |
|                                   |                                                           |                         |         |                 |          |          |
|                                   |                                                           |                         |         |                 |          |          |

\*Priority rate "0" Not at all to "10" Especially critical

\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance

# LOWER FITZ and HOSPITAL FIELD

12 months to May 2025

| Specific Goals                                                           | Action                                                                  | By Whom           | By When    | Resource Needed | Priority | Category |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------|-------------------|------------|-----------------|----------|----------|
| Add goal posts to outside fence of MUGA                                  | Dropped as we thought to be not viable.                                 | No further action |            |                 | 0        | N        |
|                                                                          | Cost of equipment, installation & maintenance                           |                   |            |                 |          |          |
|                                                                          | Ongoing work bi-annually                                                |                   |            |                 |          |          |
| Clean out stream in Hospital Field                                       | Add to annual budgets as necessary                                      | Park Staff        | Ongoing    |                 | 5        | R        |
|                                                                          |                                                                         | Catherine         | Summer 25  |                 |          |          |
|                                                                          |                                                                         |                   |            |                 |          |          |
| Continue with footpath renewal in Play Area                              |                                                                         |                   |            |                 | 3        | R        |
|                                                                          | To be discussed at Trust meeting 5th Sept                               | Jean              | N/A        |                 |          |          |
|                                                                          | (see also play area review in 24-36m section)                           |                   |            |                 |          |          |
| Reduce Litter                                                            | <b>INCLUDED IN PLAY AREA TENDER</b>                                     |                   |            |                 | 8        | R        |
|                                                                          | Approach partners to set up initiative: St.Herberts School/Eco-Warriors | Office Staff      |            |                 |          |          |
|                                                                          | Involve press                                                           |                   | Apr-25     |                 |          |          |
| Sponsored Litter Bins                                                    |                                                                         | No further action |            |                 | 0        | N        |
|                                                                          | Dropped as we thought to be not viable.                                 |                   |            |                 |          |          |
|                                                                          |                                                                         |                   |            |                 |          |          |
| Investigate water outflow in retaining wall (below pool/above play area) |                                                                         |                   |            |                 | 10       | R        |
|                                                                          | Video to be made & sent to Highways CC                                  | Christine         | Ongoing    |                 |          |          |
|                                                                          |                                                                         |                   | Monitoring |                 |          |          |

\*Priority rate "0" Not at all to "10" Especially critical

\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance



# LOWER FITZ and HOSPITAL FIELD

12 months to May 2025

| Specific Goals                                                | Action                                                                                                                                                                                                                                         | By Whom        | By When   | Resource Needed | Priority | Category |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------|-----------------|----------|----------|
| Designate Elizabeth's Wood as a Local Nature Reserve (LNR)    | Jean to discuss with Sally L/ dev grp                                                                                                                                                                                                          | Jean           | 31-Oct-24 | N/A             | 8        | D        |
|                                                               | Create Management Plan                                                                                                                                                                                                                         | TRUST          | ADOPTED   |                 |          |          |
|                                                               | Formally declare your LNR by sending a draft declaration document to Natural Englandhttps://www.gov.uk/guidance/create-and-manage-local-nature-reserves#select-a-site<br>NB. Specifically exclude Hospital Field<br>contact Natural England by |                |           |                 |          |          |
| Can a 3rd party run a recreational facility on Hospital Field | Agreed to invite expressions of interest                                                                                                                                                                                                       | Steve to draft | Oct-24    |                 | 7        | ?        |
|                                                               | through advert in newspapers & on KTC website/Facebook                                                                                                                                                                                         | Office Staff   | Jan-25    |                 |          |          |
|                                                               | Review any interest received                                                                                                                                                                                                                   | Office Staff   | Mar-25    |                 |          |          |
|                                                               | Review qualified interest received                                                                                                                                                                                                             | Steve&Jean     | Apr-25    |                 |          |          |
|                                                               | Submit proposal for full Trust approval                                                                                                                                                                                                        | Steve&Jean     | Jul-25    |                 |          |          |
| Install a sign showing annual cost of rubbish processing      | DO WE WANT TO PROCEED WITH THIS PROPOSAL                                                                                                                                                                                                       |                |           |                 | 8        | N        |
|                                                               | Get costings for adhesive signs                                                                                                                                                                                                                | Office Staff   | Jul-25    |                 |          |          |
|                                                               | (e.g. Keswick Signs)                                                                                                                                                                                                                           | (VL/AM)        |           |                 |          |          |
|                                                               | Seek approval from Trust Board                                                                                                                                                                                                                 | Jean           | Jul-25    |                 |          |          |
|                                                               | to stick on all park bins                                                                                                                                                                                                                      | Park Staff     | Jul-25    |                 |          |          |

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\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance

# LOWER FITZ PARK and HOSPITAL FIELD

24-36 months to May 2026/27

| Specific Goals                                         | Action                                                                                                                             | By Whom    | By When     | Resource Needed | Priority | Category |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------|-------------|-----------------|----------|----------|
| Paint the railings on Station Road (Northside section) | In hand and in budget, for completion by Apr 25 <i>CF to chase Paul Lodge</i>                                                      |            |             |                 | 8        | R        |
|                                                        |                                                                                                                                    | Park Staff | Apr-25      | Contractor      |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |
| Renew equipment in Play Area                           | Review play area in full at September Trust Meeting                                                                                | Trustees   |             |                 | 10       | R        |
|                                                        |                                                                                                                                    |            | Summer 2026 | Christine       |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |
| Replace river wall at Silver Bridge                    | <i>In hand</i><br>Allocate amount to be reserved each year to cover cost estimated at £100,000<br>Review at November Trust Meeting | Christine  |             |                 | 8        | R        |
|                                                        |                                                                                                                                    |            | 14-Nov-24   | Office Staff    |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |
| Refurbish car park surface                             | Get cost estimate for further review<br><i>CF to contact Wilsons</i>                                                               | Park Staff |             |                 | 8        | R        |
|                                                        |                                                                                                                                    |            | Apr-25      | Contractor      |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |
| Plant more trees                                       | Ongoing, review annually                                                                                                           | Park Staff |             |                 |          | R        |
|                                                        |                                                                                                                                    |            | Apr-27      |                 |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |
| Renew footpath in LFP                                  | Include in ongoing schedule of work                                                                                                | Park Staff |             |                 | 5        | R        |
|                                                        |                                                                                                                                    |            | Completed   |                 |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |
| Replace/renew stretch of footpath in LFP               | Include in ongoing schedule of work<br><i>Hogg House to River</i>                                                                  | Park staff |             |                 | 5        | R        |
|                                                        |                                                                                                                                    |            | Dec-26      | Add to budget   |          |          |
|                                                        |                                                                                                                                    |            |             |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

**LOWER FITZ PARK and HOSPITAL FIELD**

**24-36 months to May 2026/27**

| Specific Goals                      | Action                              | By Whom    | By When | Resource Needed | Priority | Category |
|-------------------------------------|-------------------------------------|------------|---------|-----------------|----------|----------|
| Renew & widen footpath to BMX track |                                     |            |         |                 |          |          |
|                                     | Include in ongoing schedule of work | Park staff | Dec-27  | Add to budget   | 5        | R        |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

| Specific Goals                      | Action                                                   |  | By Whom    | By When | Resource Needed | Priority | Category |
|-------------------------------------|----------------------------------------------------------|--|------------|---------|-----------------|----------|----------|
| Add lighting                        |                                                          |  |            |         |                 | 4        | N        |
|                                     | Investigate options including solar & report to Trustees |  | Steve      | Apr-26  |                 |          |          |
|                                     |                                                          |  |            |         |                 |          |          |
| Build indoor sports arena (on MUGA) | Investigate options & report to Trustees                 |  | Steve      | Apr-26  |                 | 3        | D        |
|                                     |                                                          |  |            |         |                 |          |          |
|                                     |                                                          |  |            |         |                 |          |          |
| Pollard trees on Station Road       | Await annual tree report & budget accordingly            |  | Park Staff | Ongoing |                 | 5        | R        |
|                                     |                                                          |  |            |         |                 |          |          |
|                                     |                                                          |  |            |         |                 |          |          |
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|                                     |                                                          |  |            |         |                 |          |          |
|                                     |                                                          |  |            |         |                 |          |          |

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\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

HOPE PARK

12 months to May 2025

| Specific Goals                           | Action                                   | By Whom      | By When     | Resource Needed | Priority | Category |
|------------------------------------------|------------------------------------------|--------------|-------------|-----------------|----------|----------|
| Replace Ride on Mower                    |                                          |              |             |                 | 10       | R        |
|                                          | Get quotes to include in budget 2025     | Park Staff   | COMPLETE    |                 |          |          |
|                                          |                                          | Office Staff |             |                 |          |          |
| Replace handrails on wooden bridge       |                                          |              |             |                 | 10       | R        |
|                                          | Ongoing, wood allocated                  | CF           | Spring 2025 |                 |          |          |
|                                          | CF to ring Sebastian for update          |              |             |                 |          |          |
| Demolish old building                    |                                          |              |             |                 | 10       | R        |
|                                          | Booked in for September 2024             | Park Staff   | COMPLETE    | Own             |          |          |
|                                          |                                          |              |             |                 |          |          |
| Renew fence around Boat House            |                                          |              |             |                 | 10       | R        |
|                                          | Scheduled for Autumn/Winter 24           | Park Staff   | Mar-25      | Own             |          |          |
|                                          | DSR - completing work March 2025         |              |             |                 |          |          |
| Finish footpath resurfacing (Boat House) |                                          |              |             |                 | 10       | R        |
|                                          | Scheduled for Autumn/Winter 24-Spring 25 | Park Staff   | Apr-25      | Own             |          |          |
|                                          |                                          |              |             |                 |          |          |

\*Priority rate "0" Not at all to "10" Especially critical

\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance

# HOPE PARK

24-36 months to May 2026/27

| Specific Goals                            | Action                                                                                 | By Whom       | By When  | Resource Needed | Priority | Category |
|-------------------------------------------|----------------------------------------------------------------------------------------|---------------|----------|-----------------|----------|----------|
| Review Lease before renewal               | Review with Ray Dowding for renewal is our first option                                | Office Staff  |          |                 | 10       | R        |
|                                           | Invite expressions of interest AS NECESSARY                                            |               | Dec-25   |                 |          |          |
|                                           |                                                                                        |               | for 2027 |                 |          |          |
| Large under ground water tank             |                                                                                        |               |          |                 | 6        | D        |
|                                           | Pending review of smaller tanks                                                        | Parks Staff   | NOT      |                 |          |          |
|                                           | NO LONGER VIABLE GIVEN THE WATER TABLE IN HOPE                                         |               | VIABLE   |                 |          |          |
| Look at drainage out of Crow Park         |                                                                                        |               |          |                 | 10       | R        |
|                                           | Request Cumberland Council to survey to assess (how it affects Hope)                   | Office Staff  | Jun-25   |                 |          |          |
|                                           | CP - Speak to Paul & David from Cumberland for site visit                              |               |          |                 |          |          |
| Lean to for workshop                      |                                                                                        |               |          |                 | 7        | D        |
|                                           | Get costs to add to Budget for 2025                                                    | Office & Park | TBC      |                 |          |          |
|                                           | Assess requirement - do we need after declutter?                                       | Staff         |          |                 |          |          |
| Upgrade Crazy Golf                        | Carry out assessment of maintenance of current to evaluate if new design would benefit | Office & Park | Jun-25   |                 | 7        | D        |
|                                           | Consult with Ray at next meeting                                                       | Staff         |          |                 |          |          |
|                                           | OR do we look at this whe ease ends 2027?                                              |               |          |                 |          |          |
| Lotterrie/raffles/legacies                | Legacies - Investigate and develop process and how to market via Solicitors etc.       |               |          |                 | 7        | N        |
|                                           | Discuss with Ray re: Café bills round up/add 25p for the charity                       | Office Staff  | Nov-25   |                 |          |          |
|                                           | Discuss with Ray at next meeting                                                       | Office Staff  | Jun-25   |                 |          |          |
| Renewable energy - solar panels/windmills |                                                                                        |               |          |                 | 7        | N        |
|                                           | Investigate viability                                                                  | Office Staff  | NOT      |                 |          |          |
|                                           | Not viable as this area was not shown on 'solar' plan for Keswick                      |               | VIABLE   |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

HOPE PARK

24-36 months to May 2026/27

| Specific Goals                          | Action                                                                                          | By Whom      | By When | Resource Needed | Priority | Category |
|-----------------------------------------|-------------------------------------------------------------------------------------------------|--------------|---------|-----------------|----------|----------|
| Stone Memorial walk                     | Add to budget - Lady Hope's Garden area flags need replacing to incorporate new memorial stones | Park Staff   | Nov-25  |                 | 10       | RN       |
|                                         |                                                                                                 |              |         |                 |          |          |
|                                         |                                                                                                 |              |         |                 |          |          |
|                                         |                                                                                                 |              |         |                 |          |          |
| Rainwater collection to re-use in parks |                                                                                                 |              |         |                 | 10       | N        |
|                                         |                                                                                                 |              |         |                 |          |          |
|                                         |                                                                                                 |              |         |                 |          |          |
|                                         | Will be done Winter 2026                                                                        | Park Staff   | Feb-26  | Own             |          |          |
| Sponsorship on Blank wall of workshop   |                                                                                                 |              |         |                 | 5        | N        |
|                                         | Agree design                                                                                    | Park Staff   | May-26  |                 |          |          |
|                                         | Find sponsorship                                                                                | Office Staff | May-26  |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

# HOPE PARK

48-60 months to May 2028/29

| Specific Goals                          | Action                                      | By Whom             | By When | Resource Needed | Priority | Category |
|-----------------------------------------|---------------------------------------------|---------------------|---------|-----------------|----------|----------|
| Glass House & cold frame                | Review for future provision                 | Park Staff          | Apr-27  |                 | 4        | N        |
|                                         | <i>Frames updated winter 2024</i>           |                     |         |                 |          |          |
|                                         | <i>Glasshouse and blockwork still to do</i> |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
| Robot Mower                             | Review for future provision                 | Parks Staff         | Apr-27  |                 | 4        | N        |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
| Reduce Litter                           | Review for future provision                 | VL                  | Apr-27  |                 | 4        | N        |
|                                         | <i>VL to speak to Sally</i>                 |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
| Renew fence on Heads Road/Greta Gardens | Assess & review                             |                     |         |                 |          |          |
|                                         | Maybe raise the height/replace hedge        | Park & Office Staff | Apr-27  |                 | 5        | R        |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |
|                                         |                                             |                     |         |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance



UPPER FITZ PARK

12 months to May 2025

| Specific Goals                                              | Action                                   | By Whom           | By When     | Resource Needed | Priority | Category |
|-------------------------------------------------------------|------------------------------------------|-------------------|-------------|-----------------|----------|----------|
| Continue replacing edging stones/kerbs                      | Ongoing work                             | Park Staff        | Ongoing     |                 | 5        | R        |
|                                                             |                                          |                   |             |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
| Clean out drains/jetwash                                    | Ongoing - in 2025 budget                 | Park Staff        | May-25      |                 | 7        | R        |
|                                                             |                                          |                   |             |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
| Park branded merchandise<br>Eco cups/tumblers to start with | Decided not viable                       | No further action |             |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
| Design Keswick Coat of Arms for panels on railings          | To be designed                           | Steve Harwood     | May-25      |                 | 3        | N        |
|                                                             |                                          |                   | May-26      |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
| Complete new build and landscaping, remove old containers   | Completed autumn 2024                    |                   |             |                 | 10       | N        |
|                                                             | Containers x 2 to be removed Spring 2025 | Park Staff        | Spring 2025 |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
| Sponsorship of War Memorial                                 | Decided not viable                       | No further action |             |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |
|                                                             |                                          |                   |             |                 |          |          |

\*Priority rate "0" Not at all to "10" Especially critical

\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance

UPPER FITZ PARK

12 months to May 2025

| Specific Goals                                                    | Action                                          | By Whom           | By When | Resource Needed | Priority | Category |
|-------------------------------------------------------------------|-------------------------------------------------|-------------------|---------|-----------------|----------|----------|
| Local Resident Discount Card (for Park Games)                     |                                                 |                   |         |                 | 8        | D        |
|                                                                   |                                                 |                   |         |                 |          |          |
|                                                                   | Discuss with HNW -                              | Office Staff      | NOT     |                 |          |          |
|                                                                   | Check if any existing scheme Keswick/Cumberland |                   | VIABLE  |                 |          |          |
|                                                                   |                                                 |                   |         |                 |          |          |
| Upgrade booking system for Tennis Courts for improved utilisation |                                                 |                   |         |                 |          |          |
|                                                                   |                                                 |                   |         |                 |          |          |
|                                                                   | Dropped as we thought to be not viable.         | No further action |         |                 |          |          |
|                                                                   |                                                 |                   |         |                 |          |          |
|                                                                   |                                                 |                   |         |                 |          |          |
| Introduce a regular raffle                                        |                                                 |                   |         |                 | 7        | N        |
|                                                                   | Push existing Allerdale lottery                 | Vivien            | May-25  |                 |          |          |
|                                                                   | publicise on website/social media               |                   |         |                 |          |          |
|                                                                   |                                                 |                   |         |                 |          |          |

\*Priority rate "0" Not at all to "10" Especially critical

\*Category "D" Development of existing, "N" New, "R" Repair or Maintenance

# UPPER FITZ PARK

24-36 months to May 2026/27

| Specific Goals                   | Action                                   | By Whom           | By When | Resource Needed | Priority | Category |
|----------------------------------|------------------------------------------|-------------------|---------|-----------------|----------|----------|
| Phase 2 - café upgrade           | Set up Working Group                     | Office Staff      | Feb-25  |                 | 10       | D        |
|                                  | Dependent on funding.                    |                   |         |                 |          |          |
|                                  | COMPLETED IN REDUCED FORM                |                   |         |                 |          |          |
| Improve/add Toilets              | Include in working groups scope as above | VMWG              | NOT     |                 |          |          |
|                                  |                                          |                   | VIALE   |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |
| Complete painting of railings    | Schedule in 2025 budget                  | Christine         | Dec-25  |                 | 10       | R        |
|                                  | CF - To chase contractor                 |                   |         |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |
| Plant more trees                 | Ongoing                                  | Park Staff        | Ongoing |                 | 8        | R        |
|                                  |                                          |                   |         |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |
| Buy a robot mower                | Obtain costs & confirm viability         | Park Staff        | Apr-27  |                 | 7        | N        |
|                                  | Add to budget                            | Office Staff      |         |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |
| Reduce litter                    | Decided not to pursue                    | No further action |         |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |
| Review condition of Pups Shelter | Assess condition & schedule/budget       | Park Staff        | Sep-25  |                 | 6        | R        |
|                                  |                                          | Office Staff      |         |                 |          |          |
|                                  |                                          |                   |         |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

UPPER FITZ PARK

24-36 months to May 2026/27

| Specific Goals                       | Action                        | By Whom      | By When | Resource Needed | Priority | Category |
|--------------------------------------|-------------------------------|--------------|---------|-----------------|----------|----------|
| Renew footpath between tennis courts |                               |              |         |                 |          |          |
|                                      | Schedule & Add to 2025 budget | Office Staff | Ongoing | Budget          | 7        | R        |
|                                      | Get 2nd quotation             |              |         |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

# UPPER FITZ PARK

48-60 months to May 2028/29

| Specific Goals                        | Action                                      | By Whom             | By When | Resource Needed | Priority | Category |
|---------------------------------------|---------------------------------------------|---------------------|---------|-----------------|----------|----------|
| Upgrade riverside footpath            | Upgrade existing drain to tarmac & gullies  | Park Staff          | May-28  |                 | 5        | R        |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
| Renew tennis nets                     | Ongoing - add to budget                     | Office & Park Staff | May-27  |                 | 5        | R        |
|                                       | Discuss with Tennis Club                    |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
| Replace/recycle bowling green boards  | Public bowling green - use recycled plastic | Park Staff          | May-26  |                 | 7        | R        |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
| Sponsorship for planting              | Decided not to progress                     | No Further Action   |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
| Add entrance gate for large equipment | Gate from Brundholme Road -get costings     | Park Staff          | May-29  |                 | 5        | R        |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
| Remove limbs from Tree of Light       | Road closure/street lights                  |                     |         |                 |          |          |
|                                       | Follow per Tree Report in Autumn 2025       | Park Staff          | Oct-26  |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |
|                                       |                                             |                     |         |                 |          |          |

\*Priority rate "0" Not At All to "10" Especially Critical

\*Category "D" Development of Existing, "N" New, "R" Repair or Maintenance

Reporting charity: Fitz Park – 520327

Linked charity: The Town Field – 520295

Dear Peter Spencer.

Thank you for submitting the completed application to link the charities named above. I am pleased to confirm that I have now linked the charities. Our website may take 48 hours to update.

Subject to any further direction, the Commission directs that as of 21 March 2025 the charity called The Town Field ('the linked charity') shall be treated as forming part of the charity called Fitz Park ('the reporting charity') for the purposes of Part 4 (registration) and Part 8 (accounting) of the Charities Act 2011. This direction takes effect for the whole of the financial year of the reporting charity in which it is made.

This direction will continue:

- until the Commission makes a further direction to bring the link to an end; or
- until such time that the charities no longer have the same trustees and/or are no longer connected.

The effect of linking charities for accountancy and registration purposes means that:

- the charities will be registered under a single registration number;
- the trustees will be required to prepare a single set of accounts for the reporting charity and the linked charity, within which the individual funds of the linked charity or charities are reported as restricted funds and/or endowment, as appropriate; and
- where accruals accounts are prepared, the charities' Statement of Recommended Practice (SORP) must be used.

The linking of the charities under section 12 is an administrative linkage, for reporting purposes only. It does not change the separate legal status of the charities, or the nature of restricted funds or endowment, and it does not constitute a merger. The trustees are under a duty to ensure that the funds of each charity are still applied solely in accordance with the respective trusts.

The charity called Fitz Park has been identified as the reporting charity.

In reporting the charities' activities:

- The trustees of the reporting charity must maintain separate accounting records for each linked charity and ensure that the funds for each charity are applied only in accordance with each charity's separate trusts. This is a requirement of section 130 of the Charities Act 2011.

**On track to meet your deadline?**

Visit [www.charitycommission.gov.uk](http://www.charitycommission.gov.uk) for help on filing your annual return and accounts

**General Enquiries:** 0845 300 0218

**Textphone:** 0845 300 0219

**Website:** [www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)

- The trustees' annual report must include a description of the funds held by each of the linked charities.
- Where accruals accounts are prepared, the linked charity's activities must be;
  - aggregated into the Statement of Financial Activities of the reporting charity; and
  - shown on the balance sheet under the correct fund heading;

with the notes to the accounts providing information on the structure of the funds for both the reporting charity and the linked charity. It must include an analysis of the assets and liabilities of each fund held by the reporting charity and linked charity with any material individual funds separately shown.

These are requirements of paragraphs 2.26, 2.28, 2.29 and 4.67 of the charities' SORP (FRS102).

Should the link come to an end because the terms on which the link is made change, the trustees are under a duty to inform the Commission of this as soon as possible. This is so that we can ensure that the Register of Charities is properly updated.

We hope that this information assists you.

Yours sincerely,

John Dearden.

Regulatory Authority.

KESWICK PARKS CHARITABLE TRUSTS  
22 MAY 2025

**Bowling Club – Proposed Storage**

Following the removal of the containers owned by ourselves from Upper Fitz Park, there remains one container, which is owned and used by the Bowling Club for the storage of their equipment. Over the past year, we have been in discussion with them about a number of potential solutions which would lead to them moving storage closer to the Bowling Bower.

They have recently come up with a solution of building a new storage building close to the current bower, where they have a small container currently (which would be replaced), and have sent through proposed plans. The structure would be sectioned off into two, one area to hold what is in the current small container, with a larger section to hold their mowers and other equipment required for the maintenance of the green.

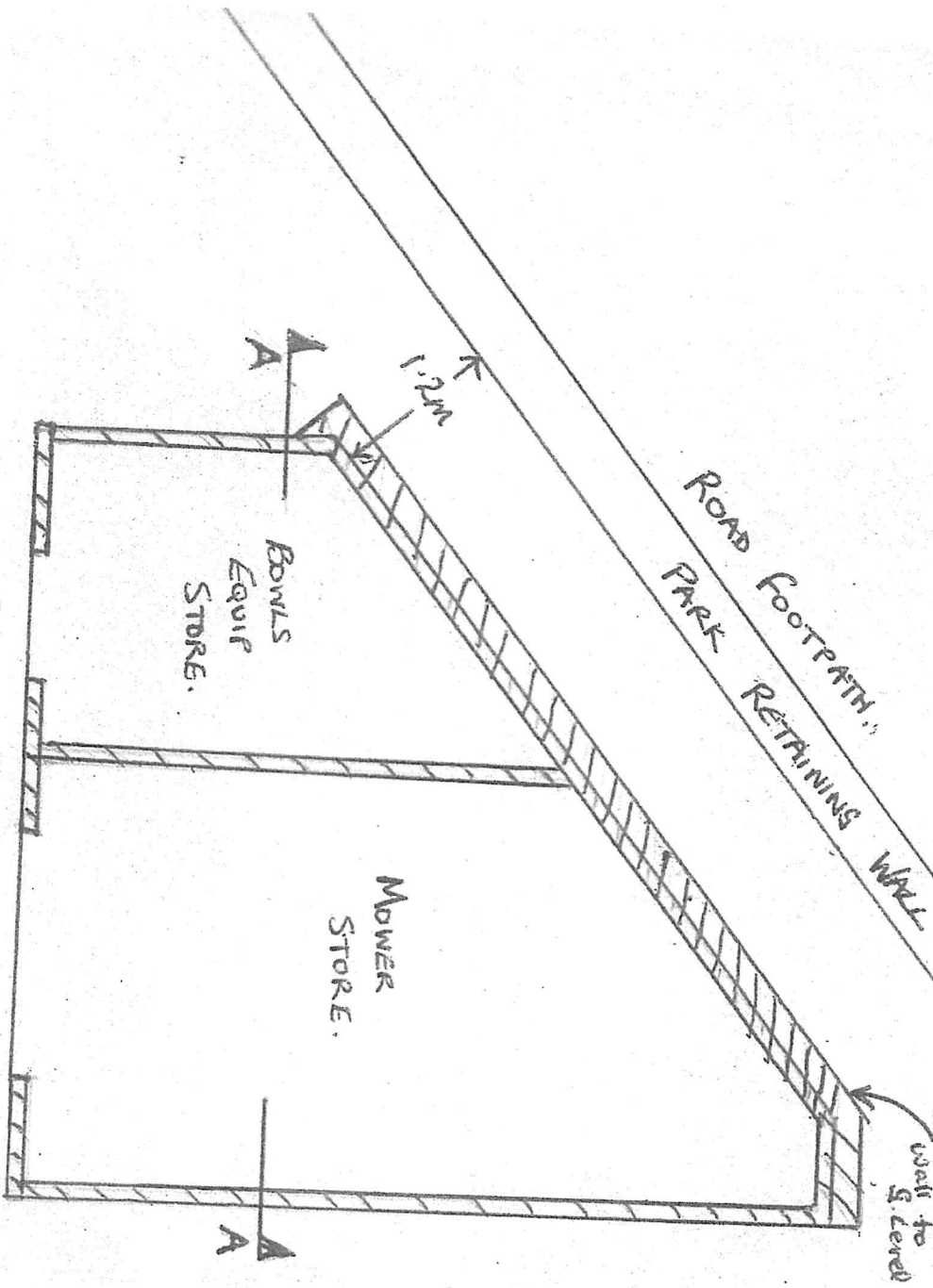
This would seem to be a good solution. The size of the equipment is under the size required for permitted development rights, and would be clad to match the current bower. Councillor Harwood has had a look at the plans, and is happy that it would work as a way forward. The Bowling Club would undertake all the work themselves regarding the build.

Are Trustees happy to allow the Bowling Club to progress with this development?

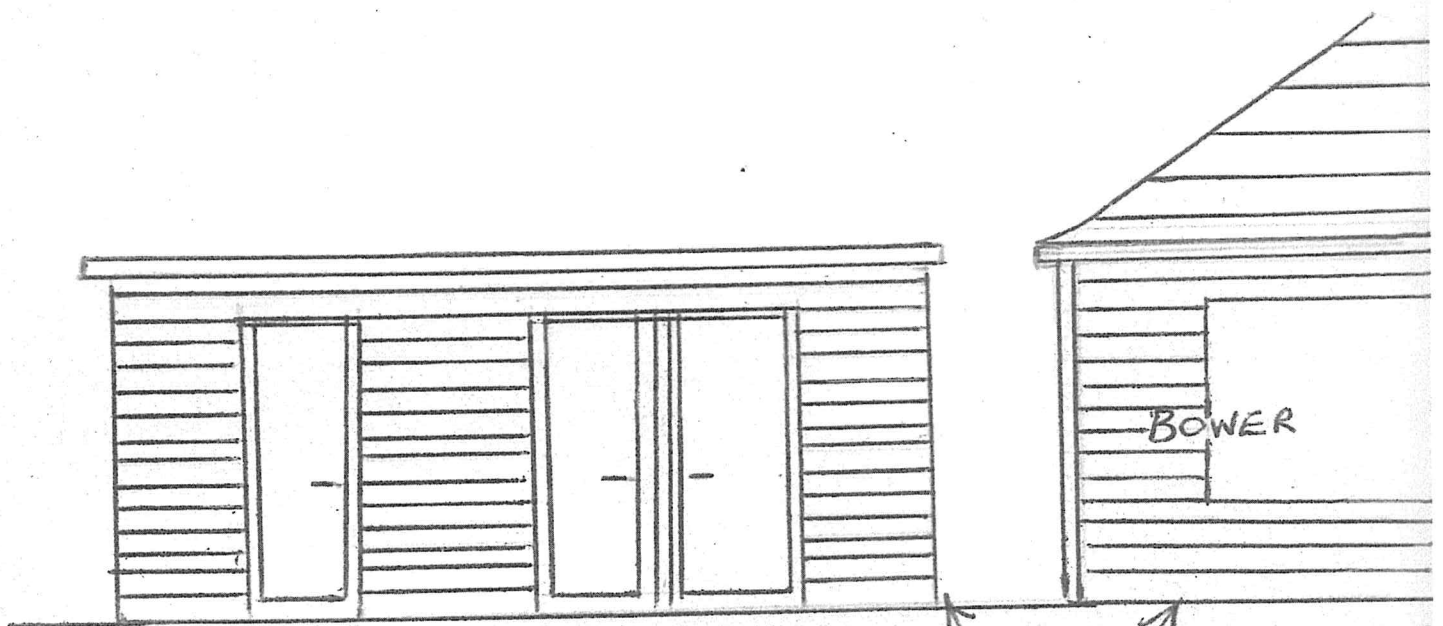
Vivien Little  
13 May 2025



Ground Floor Plan



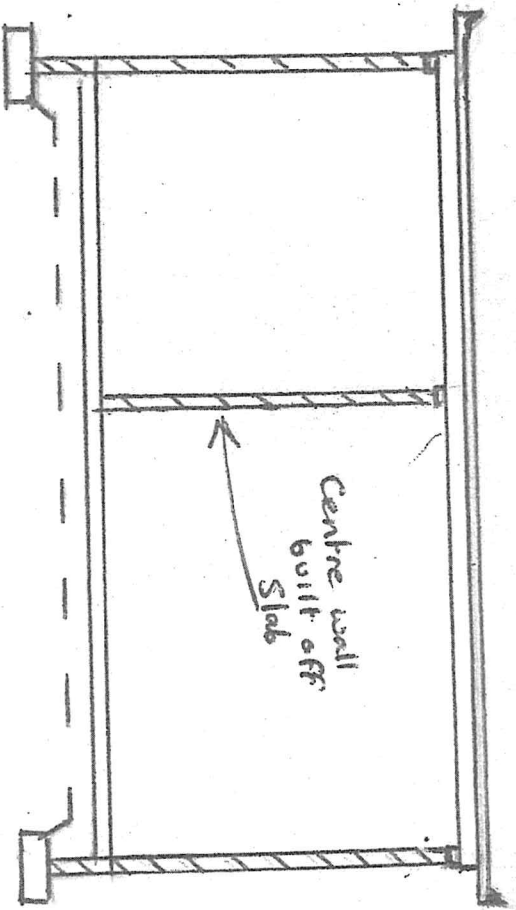
BOWER.



SOUTH ELEVATION  
1 : 50

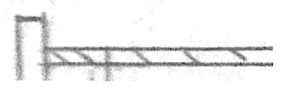
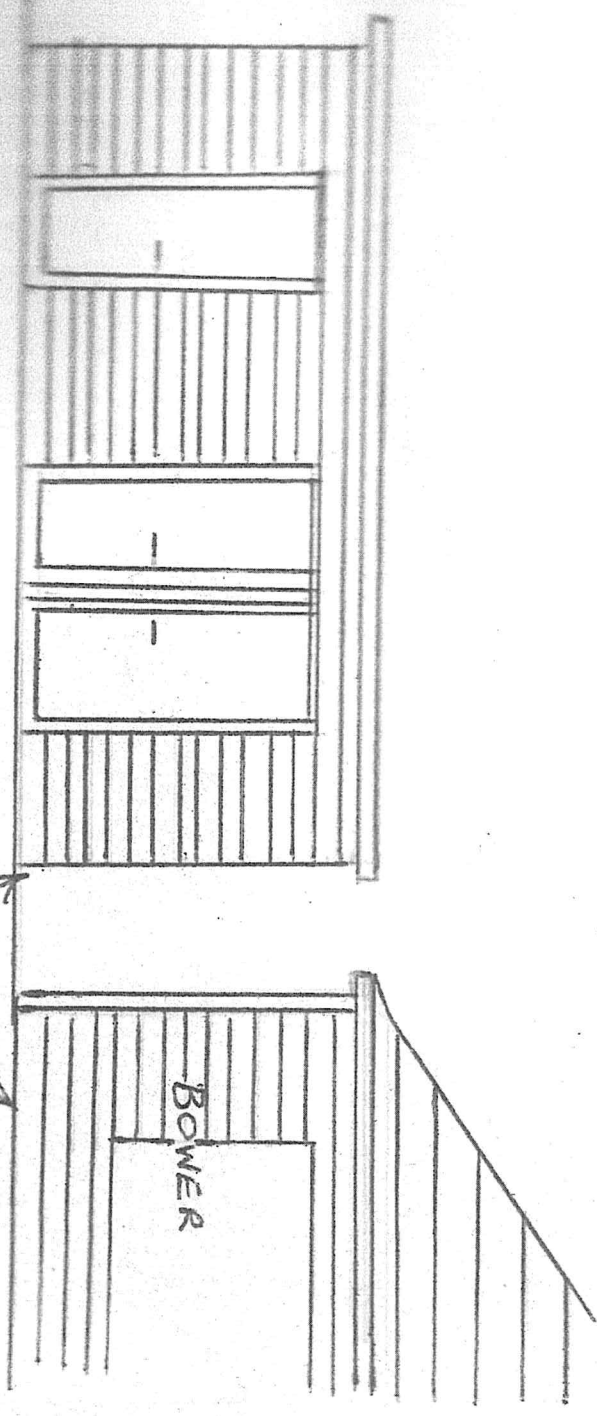
Shiplap Boarding  
to match  
Bower.

Proposed Plans Bowling Club  
Bower, Fitz Park Keswick.



Section A-A  
1 : 50

SOUTH ELEVATION  
1:50  
Shiplog Boarding  
to match  
Bower.



Room for  
Pa

HOPE PARK

Budget 1st April 2024 to 31st March 2025

Budget Summary as at 31st March 2025 - 4th Quarter - **PENDING YEAR END ADJUSTMENTS**

|                                                                | AGREED<br>Budget 24/25 | Expenditure<br>to 31.03.25 | % of budget<br>spent |
|----------------------------------------------------------------|------------------------|----------------------------|----------------------|
| <b>Expenditure:</b>                                            |                        |                            |                      |
| Golf Cups & tee Mats                                           | 600                    | 600                        | 100.00               |
| Tools                                                          | 1,500                  | 1280                       | 85.33                |
| Materials                                                      | 2,500                  | 1185                       | 47.40                |
| Maintenance                                                    | 2,000                  | 998                        | 49.90                |
| Repairs - Paths/fences                                         | 5,000                  | 23                         | 0.00                 |
| Repairs - Buildings                                            | 2,000                  | 1980                       | 99.00                |
| Repairs - Course                                               | 1,500                  | 1502                       | 100.13               |
| Repairs - Machinery                                            | 2,700                  | 2330                       | 86.30                |
| Repairs - Van service/repairs                                  | 1,000                  | 755                        | 75.50                |
| Fuel and licences                                              | 4,500                  | 3630                       | 80.67                |
| Plants & Compost                                               | 4,000                  | 3262                       | 81.55                |
| Trees and shrubs                                               | 600                    | 423                        | 70.50                |
| Fertilisers                                                    | 850                    | 802                        | 94.35                |
| Electricity and heating oil                                    | 4,000                  | 294                        | 7.35                 |
| Water rates                                                    | 700                    | 527                        | 75.29                |
| Wages (Gardeners)                                              | 57,062                 | 60920                      | 106.76               |
| Wages (Management)                                             | 24,811                 | 23945                      | 96.51                |
| Wages (Cleaner)                                                | 800                    | 682                        | 85.25                |
| Admin and on costs                                             | 32,000                 | 30220                      | 94.44                |
| Insurance (including Trustees Indemnity)                       | 4,400                  | 3761                       | 85.48                |
| Telephone                                                      | 500                    | 489                        | 97.80                |
| Advertising - Including Staff Recruitment                      | 600                    | 0                          | 0.00                 |
| Trade Refuse Collection                                        | 1,800                  | 1266                       | 70.33                |
| STAFF Training costs                                           | 2,100                  | 36                         | 1.71                 |
| Staff Recognition                                              | 250                    | 204                        | 81.60                |
| Workwear                                                       | 1,500                  | 722                        | 48.13                |
| Equipment                                                      | 400                    | 0                          | 0.00                 |
| Audit Fee & Accounts Preparation                               | 900                    | 0                          | 0.00                 |
| Bird/squirrel feeding station                                  | 400                    | 325                        | 81.25                |
| Contingency                                                    | 2,500                  | 2436                       | 97.44                |
| Health and Safety                                              | 800                    | 351                        | 43.88                |
| Computer equipment & subscriptions                             | 800                    | 457                        | 57.13                |
| Web & Internet Costs                                           | 500                    | 404                        | 80.80                |
| Tree Work & Surveys                                            | 2,800                  | 1000                       | 35.71                |
| Professional Fees                                              | 250                    | 0                          | 0.00                 |
| Signs Expense                                                  | 400                    | 20                         | 5.00                 |
| Drainage (filling) work to fairway                             | 1,000                  | 0                          | 0.00                 |
| Contribution to future Hire Purchase/Capital spend - Earmarked | 1,600                  | 1600                       | 100.00               |
| Contribution to future Parks Van - Hire Purchase - Earmarked   | 4,100                  | 4100                       | 100.00               |
| Climate Change costs                                           | 700                    | 361                        | 51.57                |
| Sewage Pumps - Essential maintenance                           | 1,000                  | 0                          | 0.00                 |
| Contribution to Building Fund                                  | 1,000                  | 1000                       | 100.00               |
| Contribution to Development & Equip Fund                       | 1,000                  | 1000                       | 100.00               |
| TRUSTEE Training Costs                                         | 480                    | 0                          | 0.00                 |
|                                                                |                        |                            |                      |
| <b>TOTAL EXPENDITURE:</b>                                      | <b>179,903</b>         | <b>154,890</b>             | <b>86.10</b>         |

|                                               | AGREED<br>Budget 24/25 | Actual<br>Income to<br>31.03.25 | % of budget<br>Income |
|-----------------------------------------------|------------------------|---------------------------------|-----------------------|
| <b>Income:</b>                                |                        |                                 |                       |
| Games - Licence to Occupy                     | 179,068                | 179,068                         | 100.00                |
| Rent for Buildings - Café, Golf Hut & Toilets | 25,000                 | 25,000                          | 100.00                |
| Bank & Investment interest (inc CCLA & Unity) | 4,500                  | 6,150                           | 136.67                |
| Donations & Money Spinner - General Fund      | 150                    | 100                             | 66.67                 |
| Bird/Squirrel Feed Station Donations          | 300                    | 312                             | 104.00                |
| Hire of Park                                  | 900                    | 750                             | 83.33                 |
| Max Donations - General Fund - Designated     | 6,000                  | 4,277                           | 71.28                 |
| Gift Aid/Just Giving                          | 300                    | 155                             | 51.67                 |
| Scrap                                         | -                      | 113                             | 0.00                  |
|                                               |                        |                                 |                       |
| <b>TOTAL INCOME:</b>                          | <b>216218</b>          | <b>215,925</b>                  | <b>99.86</b>          |

|                        |              |               |
|------------------------|--------------|---------------|
| <b>SURPLUS/deficit</b> | <b>36315</b> | <b>61,035</b> |
|------------------------|--------------|---------------|

|                                                     |               |
|-----------------------------------------------------|---------------|
| <b>Max the Miracle Dog donations - GENERAL FUND</b> |               |
| <b>Balance as at 31st March 2024</b>                | <b>47,172</b> |
| Expenditure - New Iseki                             | - 9,500 (-)   |
| Transfer                                            | -             |
| Income                                              | 4,277 (+)     |
| <b>Balance to date</b>                              | <b>41,949</b> |

|                                            |        |
|--------------------------------------------|--------|
| <b>Designated/Restricted Fund Balances</b> |        |
| Development & Equipment Fund               | 32,068 |
| Building Fund                              | 9,449  |
| Memorial Seats & Tree Fund                 | 2,433  |
| Woodland Walk Grant - Restricted           | 1,888  |



FITZ PARK

1st April 2024 - 31st March 2025

Budget Summary as at 31 March 2025 - 4th Quarter - **PENDING YEAR END ADJUSTMENTS**

| Expenditure:                                                | AGREED Budget 24/25 | Expenditure to 31.03.25 | % of budget spent |
|-------------------------------------------------------------|---------------------|-------------------------|-------------------|
| Materials                                                   | 3,000               | 2477                    | 82.57             |
| Games Equipment - Including CSA                             | 300                 | 288                     | 96.00             |
| Repairs - Paths, fences & walls                             | 5,000               | 0                       | 0.00              |
| Repairs - Buildings                                         | 3,000               | 1626                    | 54.20             |
| Repairs - Greens and courts                                 | 3,000               | 2936                    | 97.87             |
| Repairs & Maintenance - children's play area                | 7,000               | 4763                    | 68.04             |
| Repairs - Bridges (Wivell & Knights)                        | 250                 | 30                      | 12.00             |
| Trade refuse                                                | 4,000               | 2633                    | 65.83             |
| Plants, trees & shrubs                                      | 500                 | 500                     | 100.00            |
| Fertiliser                                                  | 1,500               | 981                     | 65.40             |
| Electricity                                                 | 5,500               | 6983                    | 126.96            |
| CSA Electricity                                             | 1,000               | 140                     | 14.00             |
| CSA Expenditure                                             | 1,100               | 430                     | 39.09             |
| Water Rates                                                 | 3,000               | 4082                    | 136.07            |
| Wages (Management)                                          | 24,811              | 24942                   | 100.53            |
| Wages, NI & SA (Snr Gardener & Gardener & Grounds Maint)    | 89,624              | 86175                   | 96.15             |
| Wages - Cleaner                                             | 800                 | 683                     | 85.38             |
| Grass cutting - outside contract - inc Townsfield from 2024 | 9,220               | 9220                    | 100.00            |
| Admin and on costs                                          | 32,000              | 30220                   | 94.44             |
| Insurance                                                   | 7,200               | 6173                    | 85.74             |
| Advertising & Staff Recruitment                             | 700                 | 0                       | 0.00              |
| Car Park - Management Fee & Maintenance                     | 11,000              | 15226                   | 138.42            |
| Audit fee & Accounts Preparation                            | 875                 | 0                       | 0.00              |
| Tools                                                       | 1,800               | 1728                    | 96.00             |
| Health and Safety                                           | 400                 | 0                       | 0.00              |
| Sinking Fund (Future Deveopment Fund)                       | 22,500              | 22500                   | 100.00            |
| Signs Expense                                               | 700                 | 436                     | 62.29             |
| Tree Work - inc Townsfield from 2024                        | 4,000               | 3108                    | 77.70             |
| Workwear                                                    | 1,600               | 978                     | 61.13             |
| Contingency                                                 | 2,500               | 57                      | 2.28              |
| Professional Fees                                           | 8,000               | 8000                    | 100.00            |
| Maintenance                                                 | 2,500               | 2085                    | 83.40             |
| BMX Track Expenditure                                       | 500                 | 585                     | 117.00            |
| Bank Charges                                                | 500                 | 332                     | 66.40             |
| STAFF Training                                              | 1,500               | 1063                    | 70.87             |
| Staff Recognition                                           | 250                 | 114                     | 45.60             |
| Fuel                                                        | 3,500               | 2462                    | 70.34             |
| Repairs - Machinery                                         | 1,500               | 1458                    | 97.20             |
| Outdoor Gym                                                 | 200                 | 203                     | 101.50            |
| Climate Change costs                                        | 1,000               | 988                     | 98.80             |
| Townsfield                                                  | 2800                | 800                     | 28.57             |
| Trustee Training                                            | 480                 | 0                       | 0.00              |
| Internet & O365                                             | 1115                | 0                       | 0.00              |
| Station Road Railings - Painting                            | 6000                | 0                       | 0.00              |
|                                                             |                     |                         |                   |
| <b>Total Expenditure:</b>                                   | <b>277725</b>       | <b>247,405</b>          | <b>89.08</b>      |

| Income:                                                      | AGREED Budget for 24/25 | Income to 31.03.25 | % of budget income |
|--------------------------------------------------------------|-------------------------|--------------------|--------------------|
| Licence Fee - Games & Catering                               | 4,200                   | 4200               | 100.00             |
| Café HNW - Utilities                                         | 2,500                   | 2500               | 100.00             |
| Crosthwaite Road Car Park                                    | 40,000                  | 58687              | 146.72             |
| Wayleaves                                                    | 33                      | 33                 | 100.00             |
| Insurance Reimbursements                                     | 1,400                   | 1307               | 93.36              |
| Hire of Fitz Park                                            | 1,000                   | 983                | 98.30              |
| Donations                                                    | 100                     | 320                | 320.00             |
| Tennis Club - Licence Agreement                              | 1,500                   | 1521               | 101.40             |
| Football Club - Lease                                        | 1,000                   | 1000               | 100.00             |
| Car Park Levy - Football Club                                | 10,000                  | 12063              | 120.63             |
| CSA Electricity                                              | 400                     | 0                  | 0.00               |
| Play Area Donations                                          | 300                     | 245                | 81.67              |
| Bank/Investment Interest & Loyalty Reward (inc CCLA & Unity) | 1,000                   | 3654               | 365.40             |
| Gift Aid/Just Giving                                         | 200                     | 922                | 461.00             |
| Allerdale Lottery                                            | 400                     | 688                | 172.00             |
| Townsfield Transfer                                          | -                       | 423                | 0.00               |
|                                                              |                         |                    |                    |
|                                                              |                         |                    |                    |
| <b>Grant from Keswick Town Council*</b>                      | <b>193692</b>           | <b>183297</b>      | <b>94.63</b>       |
| <b>Grant from Cumberland Council*</b>                        | <b>20000</b>            | <b>20000</b>       | <b>100.00</b>      |
| <i>*(to cover deficit)</i>                                   |                         |                    |                    |
| <b>Total Income:</b>                                         | <b>277725</b>           | <b>291,843</b>     | <b>105.08</b>      |

|                            |          |               |
|----------------------------|----------|---------------|
| <b>NET SURPLUS/DEFICIT</b> | <b>0</b> | <b>44,438</b> |
|----------------------------|----------|---------------|

| Fitz Developments - Overall Cost (Inc 2023) |                   |
|---------------------------------------------|-------------------|
| Professional Fees - Expenditure 2023        | 8,000.00          |
| Sinking Fund - Expenditure 2023/24          | 71,269.00         |
| Future Fund - Expenditure 2024/25           | 37,364.00         |
| Hope Park Grant - Expenditure               | 110,000.00        |
| <b>Total Expenditure to Date</b>            | <b>226,633.00</b> |

| Designated Fund & Project Balances |          |
|------------------------------------|----------|
| Sinking Fund                       | 100,000  |
| BMX Track                          | 732      |
| Memorials Fund - Trees & Benches   | 2,176    |
| Future Developments Fund           | - 10,368 |
| Sensory Garden (Wivell Park)       | 1,555    |
| Outdoor Gym                        | 2,811    |
| Tree Carving                       | 441      |

## Keswick Parks – Schedule of Charges – 2025/26

Keswick Parks **current** schedule of charges agreed at the Trust meeting in May 2024 (Min No. 13) are: -

| Description of Charge                                         | Charge                                 |
|---------------------------------------------------------------|----------------------------------------|
| Community Sports Area (MUGA) – Lower Fitz Park – Light tokens | £3 per hour                            |
| Notes                                                         | Tokens available from Keswick YHA Café |

| Description of Charge                                            | Charge                                                                                                                                                                                                             |
|------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Crosthwaite Road Car Park<br>Managed by Cumbria Parking Services | <b>£4.00</b> all day – Motorcars<br><b>£8.00</b> all day - Motorhomes<br><b>£110</b> per year – Annual Parking Permit – CARS ONLY<br><b>£11</b> per month – Monthly Parking Permit – CARS ONLY                     |
| Notes                                                            | Strictly no overnight parking from 23:59 to 06:00<br>Permits available from KTC office during office opening hours<br>Payment can be made by cash, card and mobile<br><i>ANNUAL CAP OF 20 PERMITS TO BE ISSUED</i> |

| Description of Charge              | Charge                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fitz Park & Hope Park Hire Charges | The base rate for use of the park be set, as a minimum, at <b>£750 plus VAT</b> per day (with a charge of £125 plus VAT applying for set up/take down days) OR <b>£1.50</b> plus VAT per competitor whichever is greater.                                                                                                                                                                                                                                                                                                                             |
| Notes                              | The base rate will be invoiced prior to the event with the remainder being paid after the event once the number of competitors has been clarified.<br><br><i>Please note: The Trust retains the discretion to amend this charge as it sees fit</i><br><br><i>In certain circumstances - In <b>addition</b> to the above a <b>bond payment of either £500.00 or £750.00</b> will be payable prior to the event and held by the Trust until confirmation has been received from the Parks Manager, after the event, that no damage has been caused.</i> |

Suggestions for any changes are welcome for approval.

**Catherine Parker**  
Responsible Finance Officer – May 2025