

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

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15th 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 22nd 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 13th 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 6th 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 & 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 13th March 2025 at 7.00 pm.

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) 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);
- b) 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
- c) 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 – 3rd quarter 2024-25

RECEIVED for information the 3rd 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

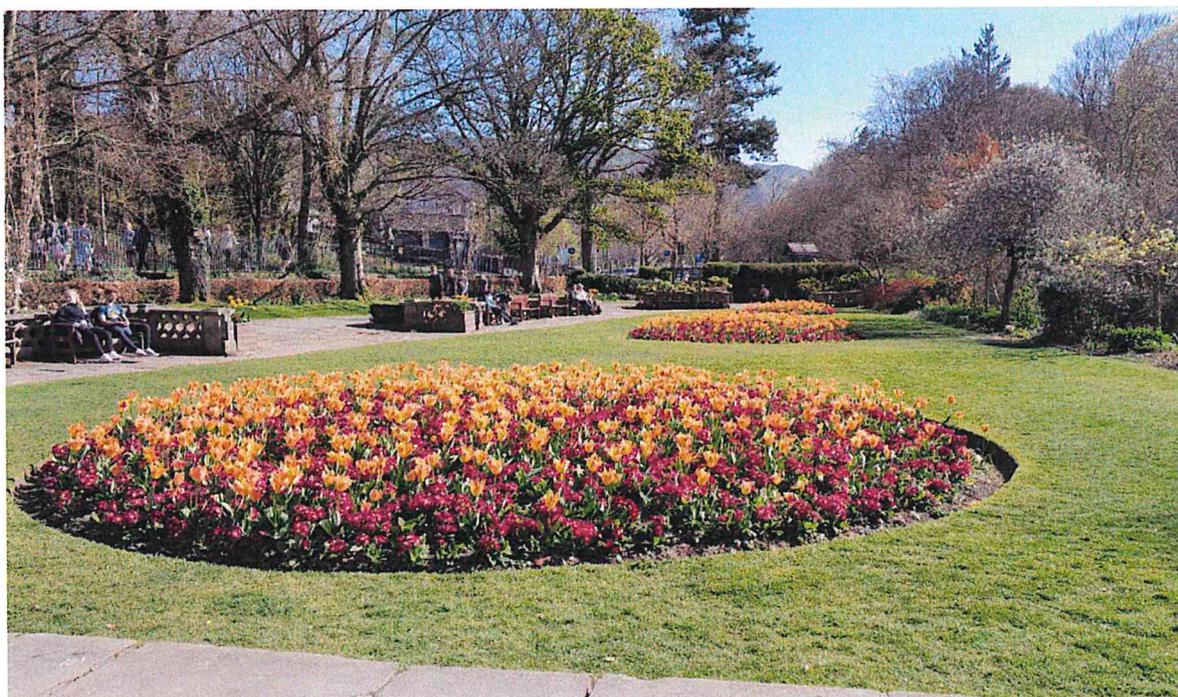
Date

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.



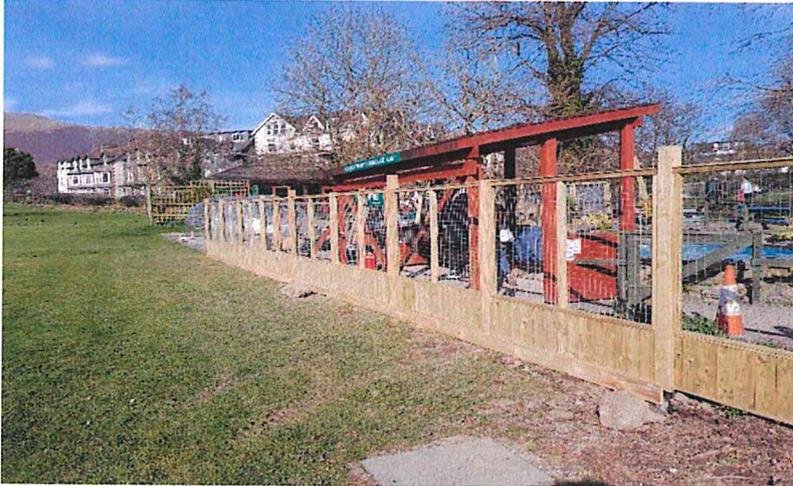
The polyanthus and Orange Emperor tulips in memory of Max the Miracle dog have provided a lovely display this spring. The polyanthus will be removed in early May and some of these plants will be replanted for naturalizing in the woodland at Hope Park.



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.



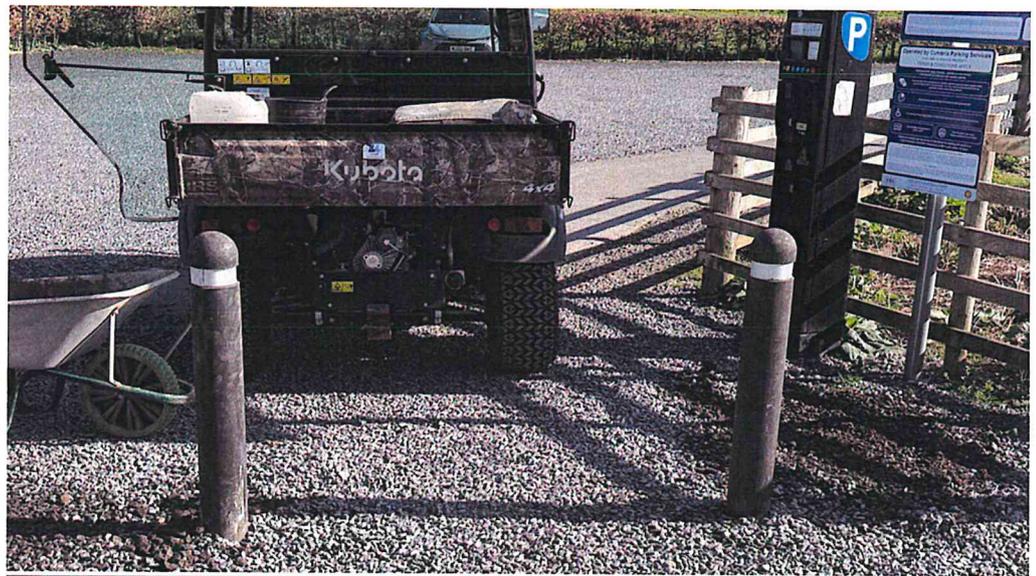
The footpath leading from the kiosk to the cafe will be resurfaced when contactors are available and visitor numbers are lower.

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 5th April and the tennis courts have been marked out for the 1st 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 23rd 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	Update existing policy to include Townsfield	Ania	Jul-25		5	N
	Identify space in Townsfield	Christine	Jul-25			
Remove Ash trees with ash dieback x 4	Included in works schedule (NB. next tree report in Autumn 24)	Park Staff	as needed by Jul-25		7	R
	<i>Starting March 2025</i>					
Plant more trees	Included in works schedule to add Apple/Fruit Trees	Park Staff	Apr-25		3	D
Remove bramble patches	Included in works schedule	Park Staff	Jul-25		3	D
Improve riverside footpath	Included in works schedule	Park Staff	Ongoing		5	R
Discourage people from digging	Discuss with H&S Consultant	Office Staff	Apr-25		5	R

*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"	Passed baton to Events Committee to run with!	Events Committee	N/A		10	N
	<i>MOVED TO FITZ PARK</i>					
Pollard Lime trees along roadside	Await annual tree report & budget accordingly	Park Staff	Apr-26	Budget	5	R
Add goal posts with sponsorship	Find costings for removable fixed junior posts - Bishops?	Christine	Jan-26	Depends on	5	D
	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					
Clean out stream in Hospital Field	Ongoing work bi-annually	Park Staff	Ongoing		5	R
	Add to annual budgets as necessary	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	INCLUDED IN PLAY AREA TENDER				8	R
	Approach partners to set up initiative: St.Herberts School/Eco-Warriors	Office Staff	Apr-25			
	Involve press					
Sponsored Litter Bins					0	N
	Dropped as we thought to be not viable.	No further action				
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 <i>Formally declare your LNR by sending a draft declaration document to Natural England</i> https://www.gov.uk/guidance/create-and-manage-local-nature-reserves#select-a-site NB. Specifically exclude Hospital Field <i>contact Natural England by</i>	TRUST	ADOPTED			
Can a 3rd party run a recreational facility on Hospital Field	Agreed to invite expressions of interest through advert in newspapers & on KTC website/Facebook	Steve to draft Office Staff	Oct-24 Jan-25		7	?
	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			
	DO WE WANT TO PROCEED WITH THIS PROPOSAL					
Install a sign showing annual cost of rubbish processing	Get costings for adhesive signs (e.g. Keswick Signs)	Office Staff (VL/AM)	Jul-25		8	N
	Seek approval from Trust Board	Jean	Jul-25			
	to stick on all park bins	Park Staff	Jul-25			

*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
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>	Park Staff	Apr-25	Contractor	8	R
Renew equipment in Play Area	Review play area in full at September Trust Meeting <i>In hand</i>	Trustees	Summer 2026	Christine	10	R
Replace river wall at Silver Bridge	Allocate amount to be reserved each year to cover cost estimated at £100,000 Review at November Trust Meeting	Christine	14-Nov-24	Office Staff	8	R
Refurbish car park surface	Get cost estimate for further review <i>CF to contact Wilsons</i>	Park Staff	Apr-25	Contractor	8	R
Plant more trees	Ongoing, review annually	Park Staff	Apr-27			R
Renew footpath in LFP	Include in ongoing schedule of work	Park Staff	Completed		5	R
Replace/renew stretch of footpath in LFP	Include in ongoing schedule of work <i>Hogg House to River</i>	Park Staff	Dec-26	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

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

HOPE PARK

12 months to May 2025

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

*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	Dec-25		10	R
	Invite expressions of interest AS NECESSARY		for 2027			
Large under ground water tank	Pending review of smaller tanks	Parks Staff	NOT		6	D
	NO LONGER VIABLE GIVEN THE WATER TABLE IN HOPE		VIABLE			
Look at drainage out of Crow Park	Request Cumberland Council to survey to assess (how it affects Hope)	Office Staff	Jun-25		10	R
	CP - Speak to Paul & David from Cumberland for site visit					
Lean to for workshop	Get costs to add to Budget for 2025	Office & Park Staff	TBC		7	D
	Assess requirement - do we need after declutter?					
	Carry out assessment of maintenance of current to evaluate if new design would benefit	Office & Park Staff	Jun-25			
Upgrade Crazy Golf	Consult with Ray at next meeting				7	D
	OR do we look at this when ease ends 2027?					
	Legacies - Investigate and develop process and how to market via Solicitors etc.	Office Staff	Nov-25			
Lotteries/raffles/Legacies	Discuss with Ray re: Café bills round up/add 25p for the charity	Office Staff	Jun-25		7	N
	Discuss with Ray at next meeting					
Renewable energy - solar panels/windmills	Investigate viability	Office Staff	NOT		7	N
	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	Will be done Winter 2026	Park Staff	Feb-26	Own	10	N
Sponsorship on Blank wall of workshop	Agree design	Park Staff	May-26		5	N
	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 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 May-26		3	N
Complete new build and landscaping, remove old containers	Completed autumn 2024	Park Staff	Spring 2025		10	N
	Containers x 2 to be removed 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)						
	Discuss with HNW -	Office Staff	NOT			
	Check if any existing scheme Keswick/Cumberland		VIABLE		8	D
Upgrade booking system for Tennis Courts for improved utilisation						
	Dropped as we thought to be not viable.	No further action				
Introduce a regular raffle						
	Push existing Allerdale lottery publicise on website/social media	Vivien	May-25		7	N

*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 VIABLE			
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
	<i>Get 2nd quotation</i>					

*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 for help on filing your annual return and accounts

General Enquiries: 0845 300 0218

Textphone: 0845 300 0219

Website: 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.

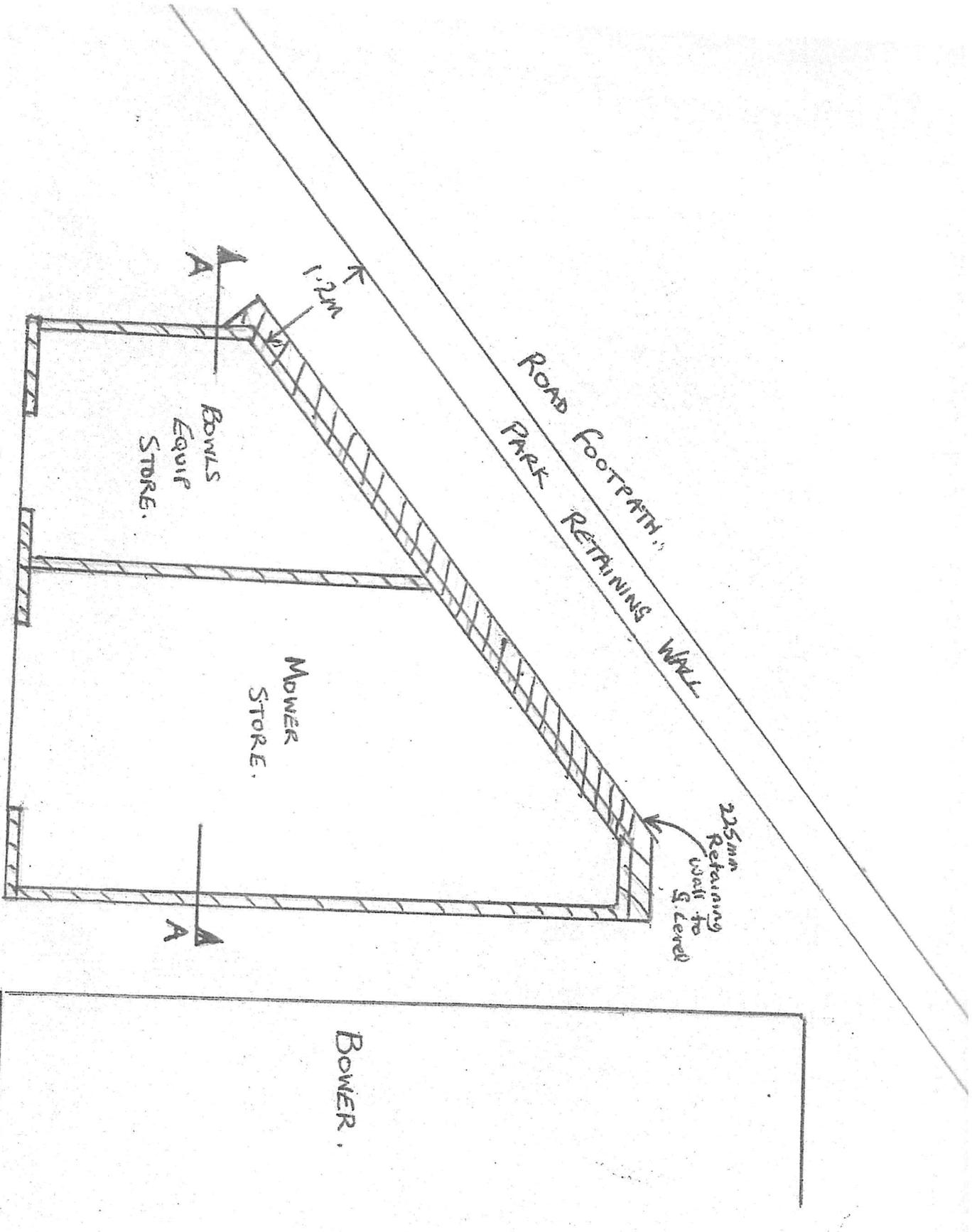
This would seem to be a good solution. The size of the equipment is under the size required for permitted development rights, and would be clad to match the current bower. Councillor Harwood has had a look at the plans, and is happy that it would work as a way forward. The Bowling Club would undertake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

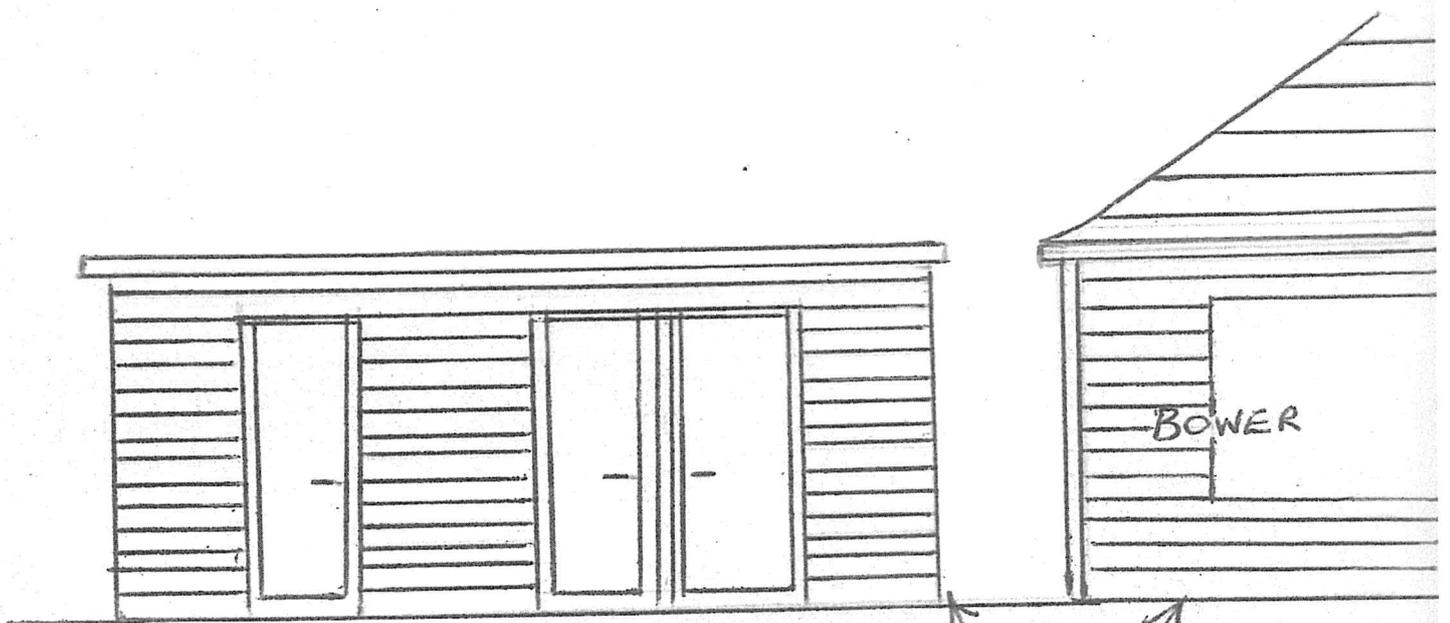
Are Trustees happy to allow the Bowling Club to progress with this development?

Vivien Little

13 May 2025

Ground Floor Plan

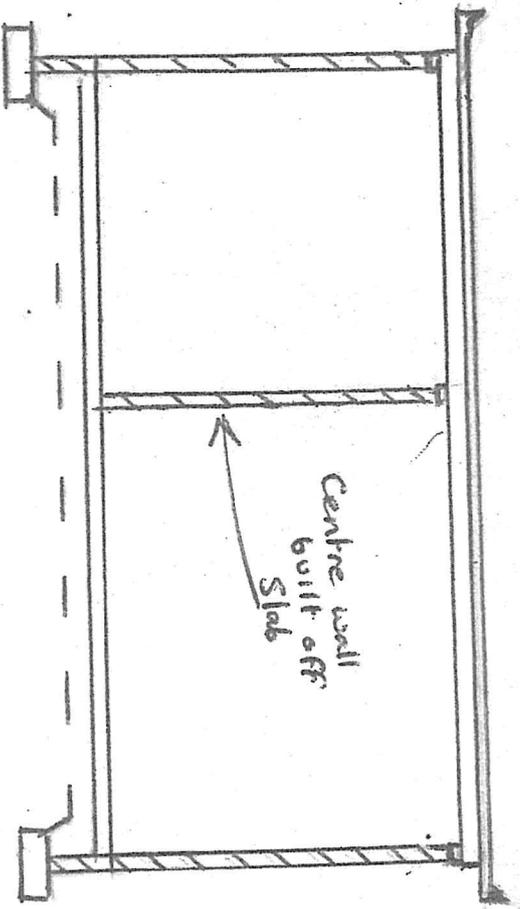




SOUTH ELEVATION
1 : 50

Shiplap Boarding
to match
Bower.

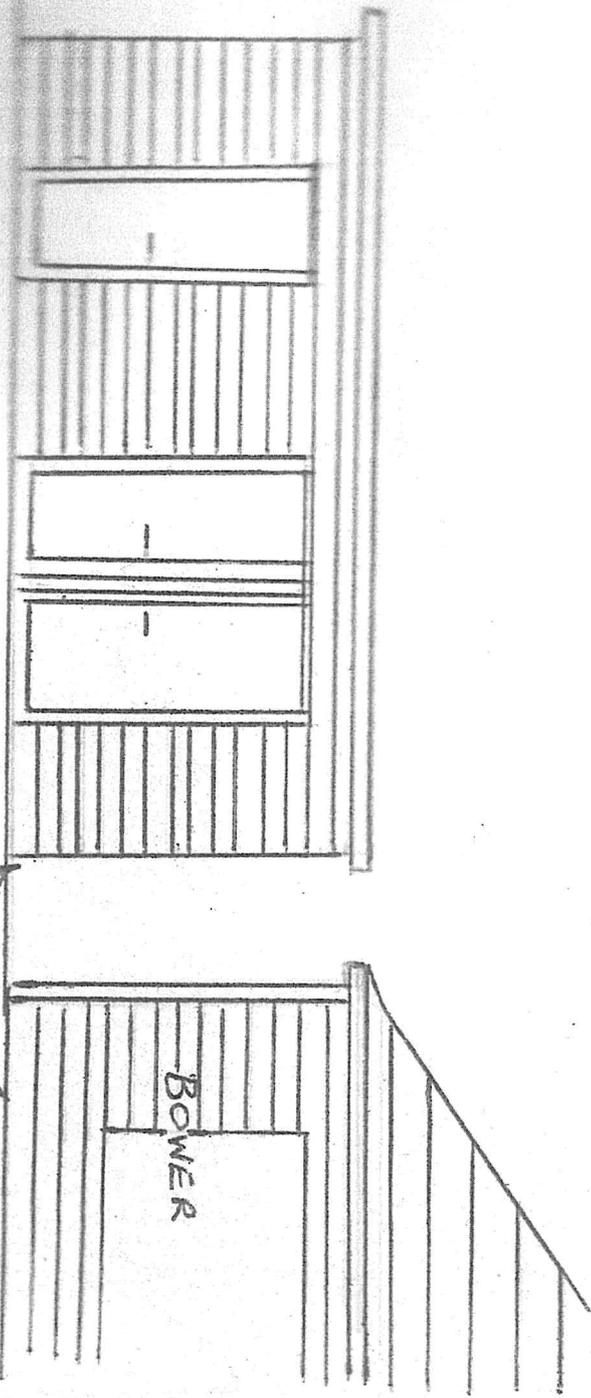
Proposed Plans Bowling Club
Bower, Fitz Park Keswick.



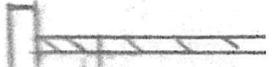
Section A-A
1 : 50

SOUTH ELEVATION
1:50

Shiplap Boarding
to match
BOWER.



BOWER



Porto Fr
Pa

HOPE PARK

Budget 1st April 2024 to 31st March 2025

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

Expenditure:	AGREED Budget 24/25	Expenditure to 31.03.25	% of budget spent
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
TOTAL EXPENDITURE:	179,903	154,890	86.10

Income:	AGREED Budget 24/25	Actual Income to 31.03.25	% of budget Income
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
TOTAL INCOME:	216218	215,925	99.86

SURPLUS/deficit	36315	61,035
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Max the Miracle Dog donations - GENERAL FUND	
Balance as at 31st March 2024	47,172
Expenditure - New Iseki	- 9,500 (-)
Transfer	-
Income	4,277 (+)
Balance to date	41,949

Designated/Restricted Fund Balances	
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
Total Expenditure:	277725	247,405	89.08

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	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
Grant from Keswick Town Council*	193692	183297	94.63
Grant from Cumberland Council*	20000	20000	100.00
<i>*(to cover deficit)</i>			
Total Income:	277725	291,843	105.08

NET SURPLUS/DEFICIT	0	44,438
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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
Total Expenditure to Date	226,633.00

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 Managed by Cumbria Parking Services	£4.00 all day – Motorcars £8.00 all day - Motorhomes £110 per year – Annual Parking Permit – CARS ONLY £11 per month – Monthly Parking Permit – CARS ONLY
Notes	Strictly no overnight parking from 23:59 to 06:00 Permits available from KTC office during office opening hours Payment can be made by cash, card and mobile <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 £750 plus VAT per day (with a charge of £125 plus VAT applying for set up/take down days) OR £1.50 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. <i>Please note: The Trust retains the discretion to amend this charge as it sees fit</i> <i>In certain circumstances - In addition to the above a bond payment of either £500.00 or £750.00 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