

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

4th September 2025

A meeting of the Charitable Trusts listed below to be held at the Quaker Meeting House, Elliot Park, Keswick on **Thursday 11th September 2025 at 7.00 pm.**

Yours sincerely



Vivien Little
Town Clerk

HOPE PARK	Registered Charity	503465
FITZ PARK	Registered Charity	520327

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To authorise the Chair to sign as a correct record the Minutes of the Trust Meeting held on 10th July 2025 (pages 4-5).
- 3. Declarations of Interests**
To receive any Declarations of Interests from members in respect of items on this agenda.
- 4. Pickleball Court**
To receive the report of the Clerk.
- 5. Chair's Report**
To receive the Chair's report.
- 6. Parks Manager's Report**
To receive the report of the Parks Manager for September 2025.
- 7. Clerk's Report**
To receive the Trust Clerk's report.
- 8. Parks Futures Plans**
To receive an update from Councillor Harwood.
- 9. Use of the Parks**
To consider a request from Keswick Athletics Club to stage the Juniors and Seniors County Cross Country Championships in Fitz Park on Saturday 3 January 2026.
- 10. Hope Park & Fitz Park Budgets – 1st quarter 2025-26**
To receive for information the 1st quarter budget comparisons.

Prior to the following business the Chair will move the following resolution:

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

11. Fundraising Update

To receive an update from the Fundraiser. Tony Feasey will be in attendance at the meeting.

12. Football Club Lease

To view the Football Club Lease as requested by Councillor Kemp.

To: All Councillors/Trustees/Press

FITZ PARK AND HOPE PARK CHARITABLE TRUSTS

Minutes of the meeting of the Charitable Trusts listed above held at the Quaker Meeting House, Elliott Park, Keswick on Thursday 10th July 2025 at 7.00 pm.

Present:

Chair
Councillor Jean Murray

Councillors		
Natalie Evans	Chris Houghton	Claire Houghton
Steve Harwood	Denstone Kemp	Benita Laphorn
Claire Peat	Richard Scott	Lorraine Taylor

Also present were Vivien Little (Trust Clerk), Catherine Parker (Finance Officer) and Christine Fawcett (Parks Manager).

18. Apologies

Apologies for absence were received from Councillors Dunn and Nelson.

19. Minutes

RESOLVED that the Chair be authorised to sign the Minutes of the meeting held on 22nd May 2025 (pages 1-3).

20. Declarations of Interests

No declarations of interest were made at this meeting.

21. Trustee Reports and Accounts for the year ended 31st March 2025

Trustees considered the reports and accounts for the year ending for the year ended 31st March 2025 for Hope Park, Fitz Park and the Townsfield. The Trusts' accountant, Frances Clark explained the accounts, and answered questions from Trustees.

RESOLVED that the Reports and Accounts for the year ending 31st March 2025 for Hope Park, Fitz Park and the Townsfield be formally approved.

22. Request to Display Banner

Trustees received a request to display a banner at Hope Park from the Alhambra Cinema. A representative of the Alhambra Cinema was in attendance for this item to answer questions from Trustees.

RESOLVED that no decision was made on whether to allow the Alhambra Cinema to put a banner on park railings.

23. Chair's Report

Trustees considered the Chair's verbal report following the recent interview process.

RESOLVED that subject to receipt of references, and a formal contract being agreed, Candidate 1 be appointed as Fundraiser for the Play Area project (Action – Clerk).

24. Parks Manager's Report

Trustees received the report of the Parks Manager for July 2025.

RESOLVED that report of the Parks Manager be accepted.

25. Clerk's Report

Trustees received the Trust Clerk's report.

RESOLVED that the football club lease be brought back to check exact wording at the September meeting (Action – Clerk).

26. Assets Register

RESOLVED to approve and adopt the updated Assets Registers for Hope and Fitz Parks.

27. Futures Plans discussion – Expression of Interest

Trustees received a plan from Councillor Harwood regarding generating Expressions of Interest for the area known as Hospital Field in Fitz Park. This was discussed in depth by Trustees. It was generally agreed that something matching the objectives of the Trust could go into that area that could generate income for Fitz Park Trust, but what was subject to debate, and would need fuller investigation, including discussions with the Charity Commission.

RESOLVED that the item be deferred until the next meeting.

Prior to the following business the Chair 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.’

28. Lower Fitz Park River retaining wall

Trustees considered the report of the Parks Manager.

RESOLVED that consideration for an engineer’s report, and future provision of a solution be included during the 2026/27 budget setting process (Action – RFO and Parks Manager).

The meeting closed at 8.20 pm.

Chair

Date

KESWICK PARKS CHARITABLE TRUSTS

11 September 2025

Request regarding Pickleball Court

We have received a request via Café HNW about the possibility of setting up a Pickleball Court within Fitz Park. Pickleball is a fast growing sport, and is gaining traction locally.

Christine feels that the best place to look at marking out a pickleball court would be on the hard surface in the Multi Use Games Area, where a pitch could be marked out, and then temporary equipment could be brought in (there are lightweight portable nets which stand on the midline that groups can use).

Trustees are asked if they would like to agree to this in principle, and for us to pursue costing up how much it will be to mark out the court, and if the MUGA is the right place to put it.

Vivien Little

2 September 2025

Parks Manager's Report September 2025

Christine Fawcett

It's been a busy July and August in Keswick Parks with lots of visitors and people wishing to use the facilities we maintain. Thanks must go to the parks staff and the ladies within the office for their hard work and commitment.

Hope Park

The herbaceous borders have been in full colour, and the settled weather has prolonged the flowering period. The additional wildflower patch near to the café has worked well once established and is providing a splash of colour in amongst the trees, whilst also giving another habit for wildlife.

Maintenance to the pitch and putt greens has begun in late August; all greens have been sprayed for turf weeds, scarified, pro cored and overseeded. This allows air into the turf and promotes new grass growth.



Kevin Dowding and I hosted Cumbria in Bloom judges on the 21st of July, and we are awaiting their report in October.



The summer floral displays have lasted well until the heavy windy rain by storm Floris in early August battered the geraniums, however the heatwave in mid-August has allowed them to recover. The autumn bedding of polyanthus will be planted just into October along with the spring flowering tulips bulbs.

As I said earlier the herbaceous beds are awash with colour, the blue eryngium (sea holly) on the left has been very striking, standing tall above the others, and its lower blue stems reflecting off the neighbouring plants.

Unfortunately, the Great North Air Ambulance helicopter has been damaged again; this is the fourth time the propeller has been broken off (mainly by children being allowed to play on it). I have been in touch with their representative to replace the propeller and it has been replaced.

Signage is in place asking people not to play or sit on the helicopter. The cycle racks to the rear of the helicopter are being used regularly and have proved a success.

Lower Fitz Park



Unfortunately, we have experienced a lot of vandalism this summer. Several household wheelie bins have been dragged into the park and been set fire to. One wheelie bin was set alight in the CSA causing damage to the playing surface and forcing us to close the area whilst repairs were carried out. The other bins were set alight on the area known as Archery Field causing damage to the grass areas.



Several broken glass bottles have been thrown into the play area, showing mindless consideration for other users of the parks. These incidents have been reported to the police and the local press. Whilst those that are carrying out these incidents may think it is good fun, it takes lots of valuable staff time to clean up afterwards and takes us away from other jobs that also need doing in the parks.

Upper Fitz Park

The fine turf has recovered well after the dry spell in May, and an application of fertilizer was carried out in late July to aid growth.

Scarifying of the tennis courts and bowling green is now being carried out and aeration will also be carried out.

With another good playing season, all five of the tennis courts and the bowling green will need over-seeding to repair worn out surfaces and damaged areas. It is fantastic to see these facilities used and enjoyed so much.



Autumn fertilizer will be applied shortly to aid the recovery of all the autumn maintenance tasks being carried out and maintain a healthy turf again for next year's season.

Shrubs are being cut back within the borders and weeding has been carried out. Three more memorial trees have been ordered for the parks this winter and will be purchased in the coming months. Two trees for Upper Fitz and one for Hope Park.

Wulf Davison is moving onto pastures new, and we wish him good luck with his new job. Wulf has been with us since Spring 2024 and his wit and sense of humour will be missed.



KESWICK PARKS CHARITABLE TRUSTS

11 September 2025

Clerk's Report

Skipton Building Society

I have been contacted by the Keswick Branch of the Skipton Building Society, informing us that the Fitz Park Children's Play Area campaign is one of three charities chosen by the Keswick Branch as part of their Community Giving Scheme.

Anyone who visits this branch over a four-week period from Monday 8 September 2025, will have the opportunity to vote for their favourite charity from three options. The charity with the most votes will receive a cash donation of £1,000, followed by £600 for the runner up and a final £400 for the remaining good cause. Voting will close on Friday 3 October 2025 at 4.30pm.

We are very grateful to the Skipton Building Society for supporting the Play Area appeal, and if you can, please vote for Fitz Park in this.

The Skipton Building Society is open every Tuesday, Wednesday and Friday.

Tennis Club

The licence for the Tennis Club is up for renewal for the 2026 season. This was previously on a five year licence, and grants exclusive use of the three upper grass tennis courts at Upper Fitz Park during specified times for practise and matches only. Outside of those times, the courts are available for public use.

The fee was negotiated with an initial fee in place, increasing annually in line with the Retail Price Index to provide a contribution towards the costs of preparing the courts for play to include white lining, maintenance of the nets and fencing.

I had a meeting with two officials from the Tennis Club, along with Catherine and Christine to discuss issues, which was generally a positive meeting. We decided that another 5 year license, with a few tweaks (slight extension to the season to match the Café HNW court dates, and availability from 5pm instead of 6pm). We have set the figure we would like to receive from them, and are awaiting their response to the figure.

I am requesting that delegated authority be given to myself, Catherine and Christine in order to complete negotiations with the Tennis Club.

Vehicles in Fitz Park

A couple of issues have been brought to my attention regarding vehicular usage in Fitz Park. There has been an issue with permit holders using Fitz Park on a Sunday morning during Junior Park run – while we don't expressly say don't use the park at this time, it is implied in the fact that we do state to be aware of other users, especially children.

The other issue was three users of the park were observed to be driving far too fast – the permits do state that vehicles should travel no more than 5mph in the park.

I will be contacting all the clubs who have permits to remind them about the speed limit, and that the park run does take place every Sunday, but is there anything else that Trustees wish for us to do regarding this?

No Camping Signs

I have been in contact with the North Ranger for the LDNPA, and he has provided some 'No Camping' signs which have been placed strategically around Fitz Park and Townsfield. This has had the effect of stopping people camping in Townsfield, as far as we can tell, so it was worthwhile putting them up.

Vivien Little
4 September 2025

HOPE PARK

Budget 1st April 2025 to 31st March 2026

Budget Summary as at 30th June 2025 - 1st Quarter

Expenditure:	AGREED Budget 25/26	Expenditure to 30.06.25	% of budget spent
Golf Cups & tee Mats	600	0	0.00
Tools	2000	294	14.70
Materials	2500	0	0.00
Maintenance	2000	131	6.55
Repairs - Paths/fences	5000	0	0.00
Repairs - Buildings	2500	1981	79.24
Repairs - Course	1500	222	14.83
Repairs - Machinery	2700	904	33.48
Repairs - Van service/repairs	1200	376	31.33
Fire Risk Assessment provision	500	0	0.00
Fuel and licences	4750	578	12.17
Plants & Compost	4500	1537	34.16
Trees and shrubs	600	0	0.00
Fertilisers	850	0	0.00
Electricity and heating oil	4000	0	0.00
Water rates	700	0	0.00
Wages (Gardeners)	65298	15211	23.29
Wages (Management)	26444	5485	20.74
Wages (Cleaner)	800	205	25.63
Admin and on costs	34000	10811	31.80
Insurance (including Trustees Indemnity)	4500	0	0.00
Telephone	610	147	24.10
Advertising - Including Staff Recruitment	600	0	0.00
Trade Refuse Collection	2000	376	18.80
STAFF Training costs	2500	1025	41.00
Staff Recognition	250	0	0.00
TRUSTEE Training Costs	200	0	0.00
Workwear	1500	255	17.00
Equipment	400	0	0.00
Audit Fee & Accounts Preparation	950	0	0.00
Bird/squirrel feeding station	400	80	20.00
Contingency	2500	1000	40.00
Health and Safety	800	0	0.00
Computer equipment & subscriptions	800	30	3.75
Web & Internet Costs	500	116	23.20
Tree Work & Surveys	3500	0	0.00
Professional Fees	250	0	0.00
Signs Expense	400	0	0.00
Drainage (filling) work to fairway	1000	0	0.00
Contribution to future Hire Purchase/Capital spend - Earmarked	1600	1600	100.00
Contribution to future Parks Van - Hire Purchase - Earmarked	4100	4100	100.00
Climate Change costs	700	0	0.00
Sewage Pumps - Essential maintenance	1000	0	0.00
Contribution to Building Fund	1000	1000	100.00
Contribution to Development & Equipt Fund	1000	1000	100.00
Worknest - H&S and HR Support	1336	1561	116.84
TOTAL EXPENDITURE:	196838	48,464	24.62

Income:	AGREED Budget 25/26	Actual Income to 30.06.25	% of budget Income
Games - Licence to Occupy	184799	79,199	42.86
Rent for Buildings - Café, Golf Hut & Toilets	25000	10,714	42.86
Bank & Investment interest (inc CCLA & Unity)	3000	712	23.73
Donations & Money Spinner - General Fund	150	20	13.33
Bird/Squirrel Feed Station Donations	300	82	27.33
Hire of Park	750	750	100.00
Max Donations - General Fund - Designated	4000	969	24.23
Gift Aid/Just Giving	150	26	17.33
TOTAL INCOME:	218149	92,472	42.39

SURPLUS/deficit	21311	44,008
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Max the Miracle Dog donations - GENERAL FUND	
Balance as at 31st March 2025	41,949
Expenditure	- (-)
Transfer	- (-)
Income	969 (+)
Balance to date	42,918

Designated/Restricted Fund Balances	
Development & Equipment Fund	31,068
Building Fund	9,449
Memorial Seats & Tree Fund	3,118
Woodland Walk Grant - Restricted	1,888

FITZ PARK

1st April 2025 - 31st March 2026

Budget Summary as at 30 June 2025 - 1st Quarter

Expenditure:	AGREED Budget 25/26	Expenditure to 30.06.25	% of budget spent
Materials	3500	68	1.94
Games Equipment - Including CSA	300	165	55.00
Repairs - Paths, fences & walls	5000	0	0.00
Repairs - Buildings	3000	1451	48.37
Repairs - Greens and courts	3000	740	24.67
Repairs & Maintenance - children's play area	4000	0	0.00
Repairs - Bridges (Wivell & Knights)	250	0	0.00
Fire Risk Assessment provision	700	0	0.00
Trade refuse	4000	1024	25.60
Plants, trees & shrubs	500	256	51.20
Fertiliser	1500	0	0.00
Electricity	7000	1935	27.64
CSA Electricity	1000	116	11.60
CSA Expenditure	1100	21	1.91
Water Rates	4500	427	9.49
Wages (Management)	26444	5485	20.74
Wages, NI & SA (Snr Gardener & Gardener & Grounds Maint)	97825	25270	25.83
Wages - Cleaner	800	205	25.63
Project Manager - Play Area etc	4000	617	15.43
Grass cutting - outside contract - inc Townsfield from 2024	9366	3394	36.24
Admin and on costs	34000	10811	31.80
Insurance	7300	0	0.00
Advertising & Staff Recruitment	700	0	0.00
Car Park - Management Fee & Maintenance	12200	4578	37.52
Audit fee & Accounts Preparation	950	0	0.00
Tools	2000	216	10.80
Health and Safety	400	0	0.00
Sinking Fund/Future Development Fund	12500	0	0.00
Signs Expense	700	311	44.43
Tree Work - inc Townsfield from 2024	4000	275	6.88
Workwear	1600	169	10.56
Contingency	2500	0	0.00
Professional Fees	3000	0	0.00
Maintenance	2500	279	11.16
BMX Track Expenditure	500	720	144.00
Bank Charges	500	45	9.00
STAFF Training	2500	626	25.04
Staff Recognition	250	0	0.00
Trustee Training	200	0	0.00
Fuel	4000	383	9.58
Repairs - Machinery	1800	86	4.78
Outdoor Gym	500	0	0.00
Climate Change costs	1000	971	97.10
Townsfield	3800	200	5.26
Internet & O365	2000	377	18.85
Station Road Railings - Painting	6000	2839	47.32
Worknest - H&S and HR Support	1336	1561	116.84
Play Area Development Fund	5000	0	0.00
Wivell & Knight's Bridge - Earmarked Fund	5000	5000	100.00
Total Expenditure:	296521	70,621	23.82

Income:	AGREED Budget 25/26	Income to 30.06.25	% of budget income
Licence Fee - Games & Catering	4200	1050	25.00
Café HNW - Utilities	2500	0	0.00
Crosthwaite Road Car Park	45000	18615	41.37
Wayleaves	33	0	0.00
Insurance Reimbursements	1400	0	0.00
Hire of Fitz Park	1000	0	0.00
Donations	200	30	15.00
Tennis Club - Licence Agreement	1700	1547	91.00
Football Club - Lease	1000	1000	100.00
Car Park Levy - Football Club	10000	0	0.00
CSA Electricity	400	345	86.25
Play Area Donations	200	237	118.50
Bank/Investment Interest & Loyalty Reward	2000	0	0.00
Gift Aid/Just Giving	500	22	4.40
Allerdale Lottery	400	216	54.00
Grant from Keswick Town Council*	205988	205988	100.00
Grant from Cumberland Council*	20000	20000	100.00
*(to cover deficit)			
Total Income:	296521	249,050	83.99

NET SURPLUS/DEFICIT	0	178,429
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Designated Fund & Project Balances	
Sinking Fund	100,000
Future Developments Fund	34,835
BMX Track	732
Memorials Fund - Trees & Benches	2,208
Sensory Garden (Wivell Park)	1,555
Outdoor Gym	2,811
Insurance Claim	3,710
Tree Carving	441