

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

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

13th August 2026

A meeting of Keswick Town Council will be held in Council Chamber, Town Hall, 50 Main Street, Keswick on Thursday 20th August 2026 at **7.00 pm**.

Yours sincerely



Vivien Little
Town Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To authorise the Chair to sign as a correct record the minutes of the Town Council meeting held on the 16 July 2026 (pages 12-15).
- 3. Co-option of a Councillor**
 - i) To receive a presentation from co-option applicants giving the reasons they would like to be a Town Councillor and what they feel they can offer to the community.
 - ii) To select a candidate to fill the vacancy in the West Ward.
 - iii) To receive the Declaration of Acceptance of Office.
- 4. Requests for Dispensations**
The Clerk to report any requests received since the last meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 5. Declarations of Interests**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting). Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Clerk at least 24 hours in advance of the meeting

6. Matters to be received from the Public

Such matters may be received throughout the meeting, however items raised should not be discussed for longer than ten minutes and the Chair reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.

7. Matters to be raised by Councillors

An opportunity for Councillors to raise any unforeseen matters, with the consent of the Chair, which do not require a decision – items raised should not be discussed for longer than 10 minutes.

8. Applications for Development

- i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority (LDNPA) (Planning Group report to be circulated prior to the meeting).
- ii) To receive update on National Park planning decisions.

9. Mayor's Report

To receive details of the Mayor's engagements and meeting attendance for the period 10 July 2026 – 13 August 2026.

10. Reports from Ward Representatives

To receive reports from the following representatives:

- i) Cumberland Council
- ii) LDNPA North Distinctive Area Parishes Representative (if available)

11. TRO information for Cumberland Council

To receive the report of the Clerk.

12. Payment of Accounts

To authorise the payment of accounts for August 2026 as approved by the Inspection Committee (to be circulated at the meeting):

- i) For the Town Council
- ii) For the Trusts

13. Audit for the year ending 31 March 2026

To approve and accept the Annual Governance and Accountability Return for the year ended 31 March 2026 including the certificate of conclusion of the External Audit.

14. Lake Road Subway Art Work – Vandalism

To receive the report from the Responsible Financial Officer.

15. Quarterly Budgets

To receive the quarterly budget comparisons.

16. Reports from Representatives on Outside Bodies

To receive a report from Battersby Charity – Council representative Councillor Harwood.

17. Visitor Management Working Group

To receive for information the minutes of the Visitor Management Working Group on Monday 17 August 2026 (to follow).

18. Tour de France update

To receive a verbal update from Councillor Harwood.

19. Correspondence

To receive correspondence from a member of the public.

20. Police Report

To receive the report of the Allerdale Rural Neighbourhood Policing Team (if available).

21. Staffing Committee

To receive the minutes of the Staffing Committee meeting held on 10 August 2026 (pages 2-3).

Prior to consideration of the following business, the Chair will move the resolution:

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

22. Tour de France update

To receive the report from Councillor Harwood.

23. Office Upgrade

To receive the report of the Responsible Financial Officer.

To: All Councillors, Police, Press

KESWICK TOWN COUNCIL
SEVEN PRINCIPLES OF PUBLIC LIFE
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Minutes of the meeting of Keswick Town Council held in the Council Chamber, Town Hall, Keswick on Thursday 16th July 2026 at 7.00 pm.

Present:

Chair
 Councillor Natalie Evans
Councillors

Louise Dunn
 Claire Houghton
 Jean Murray
 Lorraine Taylor

Steve Harwood
 Denstone Kemp
 Claire Peat

Chris Houghton
 Benita Laphorn
 Richard Scott

Also present was Vivien Little (Town Clerk), Catherine Parker (Responsible Financial Officer), 1 member of the press, and eleven members of the public.

51. Apologies

No apologies were received at this meeting

52. Minutes

RESOLVED that the Chair be authorised to sign as a correct record the minutes of the Town Council meeting held on 18th June 2026 (pages 8-11).

53. Requests for Dispensations

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

54. Declarations of Interests

Councillor Evans gave a personal explanation with regard to agenda item 5, Matters to be received from the public, as she lived in a neighbouring property. She requested that the Standing Orders be suspended, and Councillor Dunn take the Chair for the duration of the discussion regarding holiday lets.

Councillor Peat gave a personal explanation with regard to agenda item 5, Matters to be received from the public, as she owned a holiday let. She requested that the Standing Orders be suspended and Councillor Dunn take the Chair for the duration of the discussion regarding holiday lets.

55. Matters to be received from the Public

A member of the public asked questions of the Town Council regarding the Town Council's policies regarding climate change and how they intended to let the public know and encourage them to work with the Town Council.

The Clerk responded to the questions with answers regarding the declaration of Climate Emergency in 2019, an extensive list of what the Town Council and the Parks have done in response to this declaration, and confirming that while we are doing what we can, there is only so much that we as a small Town Council can do, other than lead by example. Councillor Peat also pointed out that the Council had been working with major events which visit the town in order to raise our concerns, with the result being that there was now significantly less single use plastics being used by these event organisers.

Councillor Dunn took the Chair for the next part of the discussion.

Councillor Dunn read out a letter that she had received from a member of the public who had many bad experiences relating to a holiday let that they lived next to.

A member of the public then gave their perspective on living next a holiday let that was often used as a party let. They often had their Friday and Saturday nights sleep disturbed by anti-social behaviour, and it was a similar situation for other residents who lived close by. The member of the public had ideas for solutions to this issue, including a noise disturbance deposit, an eviction clause in the agreement that guests sign, and ensuring that a good management system was in place, contactable when the issues were actually taking place.

A second member of the public told Councillors about the issues they had had, including with a hot tub, and at one point 17 visitors to one house, all men, with appalling language coming at almost 1am.

Both of these members of the public had reported these incidents to the management of the holiday lets.

A third member of the public, who owned holiday lets in Keswick, then spoke to members of the public. They aimed to operate a responsible business, and wished to respond positively to any complaints about visitors to their holiday lets. They confirmed that they do screen bookings as best they can, and market their holiday lets to family groups, with no stag or hen parties allowed, however it was possible that people do lie on their bookings.

They wished to reassure that they were open to feedback, and willing to continue to work on making the situation better where they could.

Councillor Harwood wanted to emphasise to members of the public that it was important to keep reporting any issues, as this evidence can be used to give proof to the LDNPA that there were issues with holiday lets in residential areas.

Councillor Dunn stated that she had personal experience of this, and that following extensive communication with the holiday let owner, the situation did improve, so it was possible. Keswick Town Council would also continue lobbying for licensing for holiday lets, which would introduce stricter controls, similar to what is in place currently with HMOs.

Councillor Evans retook the Chair for the remainder of the meeting.

56. Matters to be raised by Councillors

Councillor Evans informed Councillors regarding the recent launch event for the Keswick Community Partnership website, which was a well attended event. There were two working groups formed following this meeting, one to look at the issue with second homes and holiday lets, the other dealing with vandalism and anti-social behaviour.

57. Applications for Development

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

Plan Ref.	Description, Location, Comments Recommendation
7/2026/2055	Change of use from Guest House with Managers accommodation (C1) to self-contained residential dwellings (C3) Easedale House, Southey Street, Keswick, CA12 4HL <i>Support – this application proposes to adapt the existing guest house to provide 1x2 bedroom, and 7x1 bedroom self contained flats accessed via the existing entrance hall and communal staircase over 3 floors.</i> <i>There is also a lower ground floor area accessed off a ground floor unit. We support this type of accommodation which is in short supply in Keswick. It is noted that no car parking provision is included in the application, but we do not consider this to be essential for this type of accommodation. It is understood the guest house had separate arrangements for parking spaces in the area adjacent the</i>

Methodist Church. As this is a Change of use application we object to this being "Market" housing as indicated on the application form. We consider that all dwellings should be subject to local occupancy conditions with 3 designated as "affordable" housing. A condition should also apply safeguarding their use as permanent residential accommodation excluding its use as a second home or holiday letting

SUPPORT

7/2026/2092

Installation of an external flue for a wood burning stove
Lane Rigg House, The Heads, Keswick, CA12 5ES

Object – this property is a traditional 3 storey building within the conservation area. The applicant proposed a new external flue to the side elevation in a black metallic finish which extends approx. 2 metres above the roofline. It is argued that the position and detailing is to minimise its prominence from public vantage points and preserves the visual integrity of the building in the streetscape. We consider this would do exactly the opposite and would be completely out of character on what is a visually prominent side elevation when walking towards Lake Road.

It could be argued that the installation of multiple upvc drainage pipes on this side elevation has already had a negative impact. However this is not an excuse to compound this situation. It is our view that a new flue on this side elevation should be enclosed within a built chimney stack with white render finish on the side of the building which can be accommodated within the site boundary

OBJECT

7/2026/2109

Proposed extension to the rear, side, and front
Rogerfield House, Manor Brow, Keswick, CA12 4AP

Support – this is a significant extension to the existing dwelling to provide improved living accommodation. It has been designed in a form and style in keeping with the existing house on a site which is large enough to accommodate it

SUPPORT

7/2026/2123

Change of use from C1 (Guesthouse) to C3 Use (Dwelling)
9, St. Johns Terrace, Ambleside Road, Keswick, CA12 4DP

Support – we support this change subject to a condition which would secure its use for permanent occupation excluding its use as a second home or holiday letting accommodation

SUPPORT

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

58. Mayor's Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 12 June 2026 – 9 July 2026.

59. Payment of Accounts

RESOLVED that the accounts for July 2026 as approved by the Inspection Committee be authorised for payment for (Action – RFO):

- i) For the Town Council, vouchers 74-95, amounting to £18,556.99 (eighteen thousand five hundred and fifty six pounds and ninety nine pence)
- ii) For the Trusts, vouchers HP55-FP 71, amounting to £12,640.71 (twelve thousand six hundred and forty pounds and seventy one pence).

60. Visitor Management Working Group

RECEIVED the minutes from the Visitor Management Working Group meeting on 6 July 2026.

RESOLVED that Councillor Harwood reiterate to Cumberland Council the importance that workers to the town be able to access regular parking on the day of the Tour de France in order to be able to get to their jobs (Action – Councillor Harwood).

61. Clerk's Report

RECEIVED the report from the Clerk.

62. Cobbles in Market Square

RECEIVED the report from the Clerk and Councillor Chris Houghton.

RESOLVED that:

- i) The Clerk contact Cumberland Council, to add pressure to ensuring that the matter be resolved (Action – Clerk);
- ii) The Clerk contact Cumberland Council regarding the amount of vehicles which are using Market Square during the restricted period of 10.30-4.30, highlighting our concerns (Action – Clerk);
- iii) the Clerk continue to chase Cumberland Council regarding the installation of barriers at Derwent Close and Lake Road, as previously discussed (Action – Clerk); and
- iv) thanks be given to Jonathan Moore and Alan Dunn for their work in cleaning up the phone boxes outside the Moot Hall.

63. Correspondence

Consideration was given to a piece of correspondence received from a member of the public.

RESOLVED that the Clerk respond to the member of the public, thanking them for bringing this to our attention, and to add this to the list of future TROs to be brought forward to Cumberland Council (Action – Clerk).

64. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Cumberland Council – no report available
- ii) LDNPA North Distinctive Area Parishes' Representative – **RECEIVED** the report of the North Distinctive Area Parishes' Representative. Councillor congratulated Peter Walter on his recent selection as Deputy Chair of the Lake District National Park Authority.

65. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team.

66. Staffing Committee minutes

RECEIVED for information the minutes of the Staffing Committee meeting held on 3 June 2026.

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

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

18. Tour de France

RECEIVED a report from Councillor Harwood.

The meeting closed at 8.25p.m.

Chair

Date

Planning Applications received between 10/07/2026 - 13/08/2026

Plan ref	Reply by	Location	Description of Proposed Development
T/2026/0132	Declared interest	Hope Park, Golf Kiosk And Putting Green, Lake Road, Keswick, Cumbria, CA12 5DG	Fell one conifer tree
7/2026/2101	18 Aug - ext accepted	3, Museum Square, Kewick, CA12 5AF	Installation of a stainless steel extract flue
7/2026/2124	10 August 2026 ext granted	Inn On The Square, Main Street, Keswick, CA12 5JF	Proposed modification to existing flat roof areas and existing ground and first floor areas, to form a hotel spa. Proposals include outdoor rooftop swimming pool, warm lounge, roof garden seating and bar area, with associated internal alterations to provide reception, changing rooms, thermal room, plant areas, new staircase and lift.
7/2026/2134	19/08/2026 -ext accepted	13 Lakeland View, High Hill, Keswick, CA12 5NY	Variation of condition 3 (manager's accommodation) on planning permission 7/2023/2214 Change of use of guest house (Use Class C1) to a holiday let with managers accommodation (sui generis use) - removal of managers accommodation

NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing or via email to: townclerk@keswicktowncouncil.gov.uk, prior to the meeting regarding any of the planning applications on this sheet.

Decisions Received from LDNPA

Planning Decisions Received between 10/07/2026 & 13/08/2026

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2026/2001	January-26	The Waters Edge, Lake Road, Keswick	CA12 5DJ	Proposed new lockable and roofed electric vehicle charging bay	OBJECT	REFUSED	30-Jul-26	
7/2026/2092	June-26	Lane Rigg House, The Heads, Keswick	CA12 5ES	Installation of an external flue for a wood burning stove	OBJECT	REFUSED		
7/2026/2094	May-26	Arkholme, Lonsties, Keswick	CA12 4TD	Bungalow alterations and extension	SUPPORT	GRANTED		
7/2026/2104	June-26	25, Bank Street, Keswick	CA12 5JZ	Change of use from guest house to a flexible use allowing use as a) guest house, b) dwelling house or c) holiday letting accommodation	OBJECT	GRANTED		
7/2026/2109	Jun-26	Rogerfield House, Manor Brow, Keswick	CA12 4AP	Proposed extension to the rear, side and front	SUPPORT	GRANTED		
TPO		Fenton, Keswick		5 August 2026 the Lake District National Park Authority ("the Authority") made the above Tree Preservation Order				

KESWICK TOWN COUNCIL**TOWN COUNCIL MEETING 20TH AUGUST 2026****MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 10th July 2026 to 13th August 2026

Friday 10th July	Attended opening night of Nell Gwynn at TBTL
Monday 13th July	Attended Cumberland Cllr Sally Lansbury's surgery
Monday 13 July	Attended Keswick Community Partnership Web Directory Launch
Wednesday 15th July	Attended Keswick Ministries to view setup ahead of the convention
Wednesday 15th July	Conducted an alley walk of Keswick town centre with fellow Councillors
Thursday 16th July	Chaired Town Council meeting
Monday 20th July	Chaired events committee meeting
Monday 20th July	Attended Keswick Community Partnership working group meeting
Thursday 23rd July	Visited Keswick convention to discuss security measures
Saturday 1st August	Attended the Millfield Retirement Home Summer Party
Monday 3rd August	Attended fundraising meeting
Monday 3rd August	Attended extraordinary trust meeting
Thursday 6th August	KTC fundraising stall
Friday 7th August	Attended opening night of Calendar Girls at TBTL
Saturday 8th August	Attended Keswick's medieval market celebrating 750 years of Keswick's market charter
Monday 10 th August	Chaired staffing committee

KESWICK TOWN COUNCIL
20 AUGUST 2026

Cumberland Update from Councillor Sally Lansbury

Dear Members

Following discussion on the above topic at Strategy Meeting today, please see below update on the Local Plan.

We will be bringing an item to Strategy Meeting on 8 September regarding an upcoming scoping consultation and call for sites process. You can find out more about the plan and timeframes on our website: [New Lake District Local Plan - Lake District National Park](#)

We are at the 'get ready' stage before the new 30-month plan-making process starts. Members approved the Local Plan timetable at Authority Committee in June. In September, we will run an early consultation so people can help shape the issues we need to consider. This 'scoping consultation' is a government requirement and needs to take place before the 30-month timetable begins. Alongside this, we will also ask people to suggest sites that could be suitable for future development (call for sites), which we will then assess for suitability and need as the plan progresses.

By the end of October we'll reach Gateway 1. This is when the 30-month clock formally starts.

During months 1 to 23 (November 2026 - September 2028), we will prepare the plan. This includes public engagement due to take place at two stages of plan preparation, in early 2027 and early 2028. Alongside this we'll be collecting evidence, drafting policies, and preparing a strategy for where development should be located.

Gateways 2 and 3 are check-ins with the Planning Inspectorate during this time. They help identify problems early, before the plan is submitted for final examination.

In months 24 to 30 (October 2028 - March 2029), an independent inspector will examine the plan. If it meets the legal tests, the Authority can adopt it. It will then become the policy we use to decide planning applications and replace the current plan (2021).

Our recently approved Partnership Plan gives us a strong starting point, with a shared vision for the future of the Lake District. The new Local Plan will help turn that vision into action.

As you'll be aware, Cumberland Council and Westmorland and Furness Council are also starting new plans. This may be the first time all local plans in Cumbria are being prepared together. It provides a great opportunity to work together across Cumbria, particularly to inform the Cumbria Combined Authority. However, it also risks consultation confusion and fatigue for communities. This is something we will need to be aware of when communicating with people, and Members can help by staying informed on these three new local plans across Cumbria.

More information on the scoping consultation and call for sites will be published online in September, aided by various communications to inform people. In the meantime, please review the timetable and information on our website. If you have any questions, please get in touch with me or the team (localplan@lakedistrict.gov.uk).

KESWICK TOWN COUNCIL

20 AUGUST 2026

TRO Information for Cumberland Council

Councillor Lansbury and staff in the office have been pulling together information to pass to Cumberland Council about issues which have been raised to us regarding traffic flow and parking throughout Keswick, which would be best passed to Cumberland Council as they prepare their workflow over the next few years.

It is a large list, but comprehensive, and does back up what we initially said when Cumberland reviewed the double yellow lines on the Back Streets – that there needs to be an overall view of what needs to be done in Keswick, and not done in a piecemeal manner.

It could be that Councillors decide to ask the Visitor Management Working Group to look at this, as a lot of these are caused by visitors to the town, but it is up to Councillors to decide, in conjunction with Councillor Lansbury, the best way forward.

Vivien Little

11 August 2026

NEW TRO'S KESWICK

LOCATION	PROPOSAL
Croft Terrace, Braithwaite	Short section of 1 way. Make official so signs can be put in to back it up.
Opposite national trust car park, B5289 Crummock water.	towards Buttermere? In the Summer the roads are impassible due to heavy traffic and parked cars, there is a drop with no barrier near the National Trust car park which is extremely dangerous when the traffic is heavy and two cars are trying to pass at the same time.
The Heads	• Turning only sign (no parking) • Disc Zone/Residents • Get rid of 'seasonal' on single yellow
Lakeland Park, Keswick	Request for double yellow lines to be put in place as it is becoming increasingly difficult to navigate the estate & junction due to vehicles parking along the road.
Windebrowe Avenue, Keswick	Request for double yellow lines at the junction with Penrith Road as parked cars on Windebrowe prevent vehicles turning in if someone is waiting to exit
Penrith Road	DYL's
Penrith Road	DYL's by Fire Station
Station Avenue, Keswick	Request for controlled parking. Disc with residents exemptions and double yellows
St John's Street / Station Street, Keswick	Request for no loading restrictions on wide bend where road meets Market Place. Vehicles often park on bend and obstruct pedestrians
St John's Street,	Request for short stay bays outside Premier
St Johns Street	• Traffic calming • Reinforce one way system arrows one way 
Brundholme Road and Spoonygreen Lane	Adding Dyl on the junction of Spoonygreen to improve visibility pulling out, and DYL on the south side of the road to stop cars parking on both sides, narrowing the road/ people on the farm often can't get out
Brundholme Road, Keswick	Request to introduce double yellow lines to allow 2-way traffic flow
Vicarage Hill	Speed and Safety (Karl)
Derwent Street	
Double yellows across no 25?	
Portinscale Bridge	
No overnight signs at Portinscale	No overnight signs at Portinscale are all just being torn down. Might be worth writing it on the road. They can't dig that up.
Blencathra Street & Brackenrigg Drive Junction	DYL Installation
Calvert Way	Residents Parking scheme

Brundholme Road	Introduce double yellow lines in sections to allow passing places and improve accessibility/ Request to introduce double yellow lines to allow 2-way traffic flow
Market Square /Derwent Close	Delivery times during night – can a restriction be placed on this?
Main Street – by Town Hall	hatched yellow box – drivers are often stopping on the crossing yesterday, blocking people when the lights changed
Crosthwaite Road	In school lights area, installed alongside relocated bus stop/crossing, can an advisory 20mph speed limit be out in place
Crosthwaite Road	Are double yellow lines extended far enough down the road?
Crosthwaite Road & High Hill	Active travel review
Southey Street	Arrows on the Southey street one way. The signage isn't great. Lots of vehicles travelling wrong way, same issue at St John's street
Off Market Square towards St John's street	A sign for cyclists coming off Market Square and then joining at St John's St and cycling wrong way towards Penrith road
Cumberland council car parks	They could do with lines for the one way refreshing. People driving wrong way round
Stone Circle	Need something up at the Stone Circle about no overnighting. There was a caravan (with no car attached, bbq and deckchairs) parked up there the other week. There will be the same issues with signs being torn down so it may need a more vandal-proof solution
Lane between the A591 at Nest Brow and Castlerigg Stone Circle	Single track road only used by farm vehicle cleaning and lost tourists. Few passing places and walls both sides. At the moment there is a sign saying not suitable to vehicles over 2 metres wide. It's hidden by trees. Might be work just making it farm access only.

Section 3 - External Auditor Report and Certificate 2025/26

In respect of **Keswick Town Council**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

There are no other matters affecting our opinion which we draw to the attention of the authority.

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name



External Auditor Signature

Moore

Date

03/08/2026

Keswick Town Council

NOTICE OF CONCLUSION OF ANNUAL AUDIT

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026
Accounts and Audit Regulations 2015

- 1 The audit of accounts for **Keswick Town Council** for year ended 31 March 2026 has been completed and the accounts have been published.
- 2 The Annual Return is available for inspection by any local government elector in the area of **Keswick Town Council** on application to:

Catherine Parker, Responsible Finance Officer, Keswick Town Council, Council Offices, 59 Main Street, Keswick, CA12 5JS
Telephone number: 017687 73607
Email: finance@keswicktowncouncil.gov.uk

By appointment only Monday to Thursday between the hours of 9:30am and 1pm

- 3 Copies will be provided to any person on payment of £0.50 for each copy of the Annual Return

Announcement made by Catherine Parker - RFO

Date of Announcement: 20th August 2026

KESWICK TOWN COUNCIL

20th August 2026

RFO Report

Lake Road Subway – Art Work - Vandalism

Unfortunately, on the 13th June the Artwork at the Subway on Lake Road was vandalised. It looks as though someone has used a rock/stone to strike the area which has resulted in areas being broken off and dented. This has been reported to the Police and a crime reference number has been issued plus I have been in contact with the artist who worked on this installation.

The artwork was part of the Derwentwater Foreshore Project designed by Penny Hampson who worked with Year 10 Pupils from Keswick School. The tiles initially came from Spain but post Brexit it is no longer viable for them to supply the UK.

It was agreed at the time that this area be insured by Keswick Town Council therefore I contacted Zurich and made a claim. They replied to inform us that the excess would be £100.00 and to forward them a quotation once received.

With this being a specialised field the difficulty is obtaining a quotation given that Zurich will not pay travelling/accommodation expenses and only costs for the materials and labour.

Penny kindly travelled from Hebdon Bridge a couple of weeks ago to assess the damage to send information to a restorer, who could carry out the repairs, but is based in Wales (Caernarfon). Penny has been asked to provide her travel expenses which should be a small amount for us to cover, but I have put a stop to any more visits pending a Town Council decision.

Following her visit Penny advised that the UK agent for the tiles has been in touch and since 2012 they have built a new factory. They do not have any of the previous stock. The current stock does not relate to our colours. She has located the original scan of the handmade leaf tile so will be able to fabricate another one. Penny has logged all the tiles available in her studio. We are limited but may be able to replace some of the tiles. Penny will get a quote to recut. The others can be repaired by the restorer in Wales.

I would like to ask Councillors how they wish to proceed given that we would be responsible for the insurance excess and all associated travel and potentially accommodation expenses?

Catherine Parker

13th August 2026

KESWICK TOWN COUNCIL - GENERAL FUND

1st April 2026 - 31st March 2027

Budget Summary as at 30th June 2026 - 1st Quarter

Expenditure:	AGREED Budget 26/27	Expenditure to 30.06.26	% of Budget	Budget Remaining
General Administration	81607	19021	23	62586
Grants to outside bodies	12000	11875	99	125
Christmas Lights	37195	11870	32	25325
Mayors Allowance	2000	1000	50	1000
War memorial	1600	200	13	1400
Open Spaces	1000	250	25	750
Fitz Park - Grant from KTC (deficit)	263361	263361	100	0
Audit Fee/Accounts Preparation	2340	40	2	2300
Contingency Sum	3000	481	16	2519
Keswick Events	9918	6655	67	3263
Events Co-ordinator & Communications Officer (inc email subscription)	19637	4240	22	15397
Floral displays	600	0	0	600
Allotments Expenditure	600	145	24	455
Annual Parish Meeting (inc room hire & refreshments)	150	120	80	30
Advertising	455	0	0	455
CCTV Annual Maintenance Cost - Police	1700	0	0	1700
Elections	500	0	0	500
Grasscutting - Churchyards - TO BE REVIEWED ANNUALLY	4000	4000	100	0
KCERP Support	6500	0	0	6500
KCHT - 2024, 25 & 26	3000	3000	100	0
Card Reader	50	0	0	50
Town Improvements Fund (via VMWG) - NEW FUND	20000	433	2	19567
TOTAL EXPENDITURE:	471213	326691	69	144522

Income:	AGREED Budget 26/27	Income to 30.06.26	% of Budget	Budget Remaining
Precept	415298	415298	100	0
Grant to Fitz Park - Cumberland	20000	20000	100	0
Bank/Investment interest (inc War Memorial)	5000	1449	29	3551
Walker Park rent	18875	18875	100	0
Allotments Income - Rent	600	350	58	250
Keswick Events Contributions	8440	5015	59	3425
Christmas Light Contribution	3000	0	0	3000
TOTAL INCOME:	471213	460987	98	10226

Designated Fund Balances	
Events Fund	39,299
K2T Toilet Contribution	404
Blue Finger Post	40

KESWICK TOWN COUNCIL - GENERAL FUND - ADMINISTRATION

1st April 2026 - 31st March 2027

Budget Summary as at 30 June 2026 - 1st Quarter

	AGREED Budget 26/27	Expenditure to 30.06.26	% of budget spent	Budget Remaining
Expenditure:				
Salaries, Nat ins & Pension	126523	30,017	24	96506
Payroll - Outsource Costs	600	201	34	399
Rent	7100	0	0	7100
Building Service Costs	8000	0	0	8000
Repairs - Decorating/Carpets/Upgrades	3000	0	0	3000
Insurances	950	952	100	-2
Subscriptions	1477	1107	75	370
STAFF - Conferences/Training	1250	0	0	1250
COUNCILLOR - Conferences/Training	650	0	0	650
Stationery	900	402	45	498
Postage	250	0	0	250
Telephone, Website & Internet	1700	374	22	1326
Photocopier/Printer/Scanner	1970	410	21	1560
Computer maintenance/support	4716	1898	40	2818
Office Equipment	200	232	116	-32
Staff Expenses	150	67	45	83
Ex Employee Pension	1784	46	3	1738
Health and Safety	70	436	623	-366
Council Chamber/Meeting Expenditure	150	296	197	-146
Staff Recruitment Costs	200	0	0	200
Worknest	1624	1604	99	20
Total Expenditure:	163264	38042	23	125222

Overspend due to external
room hire and screen re-install

	AGREED Budget 26/27	Income to 30.06.26	% of budget income	Budget Remaining
Income:				
Council chamber rental	50	0	0	50
Total Income:	50	0	0	50

To be allocated:	163214	38042	23
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	AGREED Budget 26/27	Allocation to date
Allocation:		
General Fund - (60%) 2026/27 (50%)	81607	19021
Hope Park - (20%)	32643	7608
Fitz Park - (20%) 2026/27 (30%)	48964	11413
	163,214	38,042

THE BATTERSBY HALL CHARITY

Council Representative - Councillor Steve Harwood.

The Battersby Hall is a Charitable Incorporated Organisation administered by Trustees who are appointed representatives of the Church, Parish Council and Local Organisations. The current Trustees are :-

Rev. Charles Hope - Vicar of St. John's Church acting as Chair.

George Page on behalf of St. John's PCC also acting as Secretary.

Brenda Mumford on behalf of St. John's PCC.

John Hayes on behalf of Keswick Rotary also acting as Treasurer.

Nigel Hale on behalf of Keswick Lions.

Steve Harwood on behalf of Keswick Town Council.

There will be some changes at the planned AGM on 8 October 2026 as George Page is standing down as a representative of the PCC and Secretary, New appointments will be made at the AGM.

There has been a significant change this year in that the Lake District National Park Authority decided not to renew their lease on the building which came to an end on 31 March 2026. This resulted in the closing of the Tourist Information Centre which had operated from the Ground Floor. A new tenancy has been agreed with Twisted Willow with effect from 1 April 2026. Following a period of internal reorganisation the new tenant commenced operations in early June. The Ground Floor has now been adapted for use as a cafe serving Tea/Coffee, Cakes and authentic Greek-Cypriot food with monthly dining events planned to create a unique cultural experience. The First Floor has been adapted providing a pets lifestyle shop with a retail space for local artists and makers. The Second Floor is being developed as a Community Hub with a flexible space for workshops, classes and community events.

The income generated by the Trust is used to provide support in the following areas :-

- Education support grants to local families attending Keswick School.
- Education grants to support post 16 school leavers in their ongoing studies.
- Grants awarded to local primary schools. Most recently a grant has been awarded to St. Herberts School towards a proposed new Sensory Room.
- Grants to local organisations such as the Lecture Society, Senior Citizens Club, Youth Services and other groups as projects come to the fore.

The Trust is aware of issues with the timekeeping of the historic one handed clock which requires constant specialist attention from the local clock company who worked on the restoration of Big Ben. Following a programme of extensive renovation works over recent years every effort is being made to keep up to date with regular maintenance issues in preparation for the Tour de France coming to town in July next year for the start of Stage 2 of the race from the Market Square.

Steve Harwood

KESWICK TOWN COUNCIL

20 AUGUST 2026

Correspondence from a member of the public

I have received the following email from a member of the public, raising concern about the declining state of Keswick Town.

Dear Sir/Madam,

I am writing to express my deep frustration and disappointment at the current state of Keswick town.

Having recently visited Les Gets in France, I was struck by the stark contrast between the two places. Les Gets was beautifully maintained, with attractive flower beds, immaculate public areas, cleanliness, and a clear sense of care and attention throughout the town. It was obvious that the local authorities and community took pride in maintaining the environment.

By comparison, parts of Keswick are increasingly looking neglected and uncared for. The town is frequently covered in dog urine, with little apparent effort to keep public areas clean and presentable. I believe it should be compulsory for dog owners to carry water to wash away urine where their dogs foul public areas. This is a basic matter of cleanliness and consideration for residents, businesses, and visitors.

There also appears to be a complete lack of investment in the appearance of the town. Where are the flower beds? Where is the visible care and attention? Keswick is a major tourist destination and generates significant income, yet the town increasingly looks tired and neglected. It is difficult to understand how a place with such obvious tourism revenue has been allowed to reach this state.

The contrast with places such as Les Gets is particularly embarrassing. That town clearly understands the importance of maintaining a clean, attractive, and welcoming environment for residents and visitors alike. Keswick has the same opportunity to generate substantial income from tourism, so why does it not receive the same level of care?

Residents are expected to pay extremely high council tax, yet many are left feeling that they are living in a town that is not being properly maintained. It is completely reasonable to ask what residents and visitors are getting in return for the money being generated and collected.

How has Keswick been allowed to become such a disgrace? The town has enormous potential and should be one of the most attractive and well-maintained places in the country. Instead, too many areas give the impression of neglect and a lack of pride.

I would therefore ask the Council to provide a clear response on:

- What plans are in place to improve the cleanliness and general appearance of Keswick?*
- What action is being taken regarding dog urine and other forms of fouling in public areas?*

- *Why is there so little visible investment in flower beds, planting, and general town-centre presentation?*
- *How much revenue is generated from tourism and other local economic activity, and how is this being reinvested into the town?*
- *What specific improvements can residents expect, and when?*

Keswick deserves far better than this. It is a beautiful location with huge economic value, and it should be maintained with the care, pride, and investment that such a place deserves. Plus, swimming pool? 4G pitch?

I look forward to receiving a substantive response rather than a generic acknowledgement.

I have responded to the member of the public as follows:

This is something that we are actually very aware of, and have become frustrated by ourselves, and have been raising it regularly with Cumberland Council, who are the overall authority for a lot of the points you have mentioned. Last year we wrote to the Leader of Cumberland Council, Councillor Mark Fryer, with a proposal which would see 10% of the monies taken from the Cumberland Car Parks, and reinvest it in the town under our umbrella, to tidy up the areas we are very well aware of. This was rejected from Cumberland Council without any discussion from them, which we found very disappointing.

We have been working closely with Keswick's Cumberland Councillor, Sally Lansbury, who does feel the same way you do. She has pointed out that these are things that she, and ourselves have been trying to address for years, and fully admits that there are a number of issues. The problem comes with differing responsibilities, and trying to work out who is responsible for what.

Firstly, I'd like to respond to your individual questions.

At the moment, Keswick Town Council's Visitor Management Working Group are looking at various ideas to improve the cleanliness and appearance of Keswick. They are intending on approaching the owners of the various alleyways coming off Market Square, to request that they tidy these up, as we know there are things such as broken cobbles, industrial units abandoned and cigarette butts there, but it has to be the owners that tidy these up. Otherwise we are starting to look at what things can be done.

With regard to dog urine and other forms of fouling - it is difficult to control the number of dogs peeing, as there are so many dogs in town. We have been quietly distancing ourselves from the 'Dog Friendly' title that we gained in previous years, but it has unfortunately stuck, and as a result we have a huge number of dogs in the town. We have requested that Cumberland do an increased number of street cleans, especially as the weather has been so dry, with no rain to wash anything away. We even had meetings with them to try and bring up the idea of regularly placed squirty bottles to ensure that owners can wash away the dog wee, but this didn't progress. There is also a behaviour aspect which is more difficult to address, and can be seen not only in the Lake District, but also other areas of the country.

I would refute the comment about investment in planting and flower beds. Between the two main parks in Keswick, Hope Park and Fitz Park, which are extremely well looked after, plus a large number of areas which are looked after by Keswick in Bloom (at last count, 19 areas, including the underpass leading to Lake Road), as well as what individual businesses do, there is a fair amount of work here being done. There is a limit to spacing within the actual Market Square, as there needs to be the space for the market to take place twice a week.

I don't have any real figures as to how much is being generated from tourism. The only figures we have is from a recent request to find out how much money Cumberland's car parks made in a 12 month period, which was in the region of £2.2 million. We do know that that money is not being reinvested into Keswick, but put in the general Cumberland pot. We do have our own car park on Crosthwaite Road, and normally that money goes into the running of Fitz Park, however recently we have made the decision to put it into a pot towards investment into a new play area in Fitz Park, which is desperately needed.

As to your last point, I simply don't have an answer for you, as there is no time frame I can give you other than we are trying to do work in the background, which is difficult for members of the public to see.

I intend to put this onto the agenda for our next Town Council meeting as an anonymised communication from a member of the public, in order for it to gain publicity, but also so that the Town Council can then work more closely with Sally to look at what actions need to be taken, what the priority order is, and start to approaching individual authorities with specifics - for instance, specific actions to Cumberland about street cleaning frequency, and for partnership approaches, the Cumberland Lakes to Sea panel are likely to support work, potentially with some funding, but all of this does take time - the disadvantage of working through local government.

I know this is probably not the response you are looking for, but I would far rather give you an honest response than any platitudes about 'we will look into it'.

Councillors are asked if they would like to look at any of the matters raised in this correspondence, and if they would like to contact Cumberland Council further in relation to this.

Vivien Little
11 August 2026

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 20 July 2026 13:57
To:
Subject: Your Policing Update: Cockermouth & Keswick

[View as a webpage / Share](#)



Neighbourhood Policing Team Updates



Cockermouth & Keswick

July 2026

A welcome from Sergeant McKinnell

Welcome to the July edition of your Neighbourhood Policing Newsletter.

Our team continue to work hard to keep our community safe, connected, and informed.

Over the last month we have targeted your area priorities.

If you have any concerns or issues you can report them to us online - [Report | Cumbria Police](#) or on 101.

You can find out your local area priorities and who your local officers are here

- [Allerdale | Cumbria Police](#) select 'Your area', then 'On the team'.

Sergeant Neil McKinnell - Allerdale Neighbourhood Policing Team



Essential News and Updates



Mini Police Reward Session Features Police Drone Demonstration

Pupils from Fairfield School's Mini Police programme took part in a special reward session, where they had the opportunity to learn about the role of police drones.

During the session, a police drone pilot demonstrated the equipment and explained how drones are used to support policing operations. The Mini Police learned how drones can assist officers in locating missing or vulnerable people, tracking suspects who have left the scene of an incident and monitoring major events.

The session provided a fascinating insight into how technology supports modern policing and helped the pupils gain a better understanding of the wide range of tools available to officers.

It was an extremely beneficial session, with the children showing great interest throughout and learning a great deal about the valuable role drones play in helping to keep communities safe.



ASB Awareness Week – Partnership Working in Cockermouth

As part of ASB Awareness Week, PCSO Clare and Community Beat Officer Shona joined colleagues from Castles & Coasts Housing Association for a community engagement day in the Bitterbeck and Old Hall Went areas of Cockermouth.

Working together, officers carried out door-to-door visits and spoke with local residents to understand any concerns they may have regarding anti-social behaviour in their neighbourhood.

Partnership working is key to tackling anti-social behaviour. By working closely with housing providers and other partner agencies, we can identify issues early, support those affected, and take appropriate action against persistent nuisance and disorder.

These joint efforts help us address concerns within communities, deal with ongoing problems linked to nuisance addresses, and respond effectively to neighbourhood disturbances that have a negative impact on residents' quality of life.

Thank you to everyone who took the time to speak with us. Your feedback helps us build a clearer picture of local issues and ensures we can continue to focus our efforts where they are needed most.

If you are experiencing anti-social behaviour, please report it. Together, we can help make our communities safer and more enjoyable places to live.

Mini Police Learn Vital Water Safety Skills

Pupils from Fairfield School's Mini Police programme in Cockermouth took part in an important water safety session delivered by PCSO Clare.

During the session, the children learned what to do in an emergency near water, including how to call for help and the importance of floating to stay safe if they find themselves in difficulty.



The Mini Police also discussed how to help someone else in trouble by throwing a float aid into the water, rather than putting themselves at risk by entering the water to attempt a rescue.

The session helped develop the children's understanding of the dangers posed by cold water and currents, as well as key survival techniques. They also learned the importance of never swimming alone and choosing locations where lifeguards are present and able to provide assistance if needed.

The pupils engaged well throughout and left with valuable knowledge that could help keep themselves and others safe around water.

Officers Attend St Herbert's Summer Fayre

PC Chris and PCSO Holly attended St Herbert's Summer Fayre in Keswick, where they spent time engaging with children, families and members of the local community.

Throughout the event, the officers spoke to both young people and adults about the equipment carried by police officers and the different situations in which it may be used. Visitors also had the opportunity to explore a police vehicle and learn more about the role of the police in keeping people safe.

The event provided a great opportunity to answer questions, discuss policing issues and build positive relationships with the community.

PC Chris and PCSO Holly would like to thank St Herbert's School for the invitation and for making them feel so welcome.



Drug Awareness Talk Delivered at Cockermouth School

PCSO Clare and Child-Centred Policing Officer Jack visited Cockermouth School to deliver a drug awareness presentation to Year 9 students.

During the assembly, students received valuable information about drugs and the dangers associated with their use. The session covered a range of important topics, including:

- Understanding the different types of drugs
- The risks linked to drug use
- The impact drugs can have on individuals, families and communities
- How drugs affect the body and mind



The presentation encouraged students to make informed choices and highlighted the potentially serious consequences of taking illegal substances.

One of the key messages shared with students was:

"You can never tell what you are putting into your body just from looking at it."

The students engaged well throughout the session and benefited from the opportunity to learn more about the risks associated with drugs and their effects.

Our Priorities - *You said, we did*

Increased Patrols in Keswick Following Reports of ASB and Criminal Damage

The Keswick Neighbourhood Policing Team has been made aware of a number of incidents in the Lake Road and Hope Park areas, including reports of vandalism, graffiti and criminal damage. We are also aware of concerns regarding an increase in anti-social behaviour in these locations.

In response, officers from the Neighbourhood Policing Team will be carrying out increased patrols in the area at various times of the day and night. The aim is to provide reassurance to residents and businesses, engage with the local community, and deter those responsible for causing damage and disruption.

We would like to thank our partner agencies, local businesses and members of the community for bringing these concerns to our attention and for their continued support as enquiries continue.

Anyone with information relating to incidents in the area is encouraged to report it to Cumbria Police.



Upcoming community police events 🚓

📌 Community Drop In - Keswick Library

📅 Sat 15 August 2026

🕒 10:00AM - 11:00AM

📌 Cockermouth Show - The Fitz

📅 Sat 01 August 2026

🕒 10:00AM - 4:00PM

For more information, please visit our website and enter your postcode in the Your Area section.

Visit your area



Your local officers

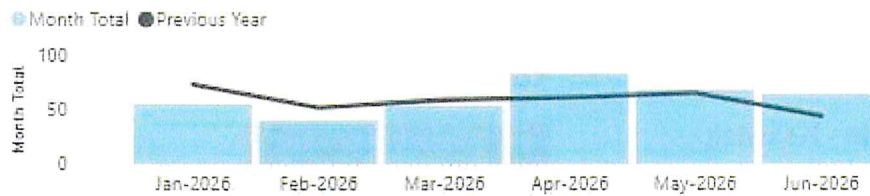
Not only will you be able to find out who your named local officers and PCSOs are, you will also be able to view our local policing priorities and details of any meetings or events we will be attending.

Meet your local officers

Crime Figures

Further information can be found on [Police.uk](https://www.police.uk)

Offence Class	Current Period	Previous Period	Change	% Change
Arson and Criminal Damage	8	4	4	100.0 %
Burglary	3	3	0	0.0 %
Drug Offences	1	4	-3	-75.0 %
Miscellaneous Crimes Against Society	1	3	-2	-66.7 %
Possession of Weapons		1	-1	-100.0 %
Public Order Offences	6	2	4	200.0 %
Sexual Offences	4	3	1	33.3 %
Theft	7	4	3	75.0 %
Vehicle Offences	1	1	0	0.0 %
Violence Against the Person	33	22	11	50.0 %
Total	64	44	20	45.5 %



Join us!

Have you ever thought about being a police officer?

You could make a real difference to people in Cumbria and help keep them safe.

Not sure if policing is for you? This short quiz should be able to help [↓](#)

Take the quiz

Which route is right for you?

POLICE CONSTABLE DEGREE APPRENTICESHIP

- £29,907 starting salary increasing to £48,231
- Three year academic course
- Completed while working operationally
- Graduate with a BSc (Hons) Professional Police Practice degree

Apply today

Police Constable Degree Apprenticeship

Did you know you can join Cumbria Constabulary as a degree apprentice and work towards a degree whilst serving as a student officer with active frontline duties?

POLICE CONSTABLE ENTRY PROGRAMME (PCEP)

APPLY NOW

Police Constable Entry Programme (PCEP)

This is a two year programme which gives a blend of practical on-the-job experience and classroom-based learning. You will then go onto to your allocated station.

Professional Policing Degree Graduate (PPD)

To be eligible to apply, you will need to have taken a three-year BSc professional policing programme offered by universities that are licensed and validated to deliver the degree by

the College of Policing. For more information about the entry route and the role visit: [Job profile](#)

PCEP DC pathway

Our Detective entry programme (PCEP DC) is open for applications. The two year programme is designed to equip you with all the skills and training necessary to ensure that on completion you will be a highly competent detective constable.

Transferees

Do you or someone you know work for another force? Looking for a new challenge? When you join Cumbria Police you will have new opportunities and with this, you will be able to make a positive difference to the lives of those who live here.

We are looking for enthusiastic and dedicated people to apply now to join us.

[Find out more](#)

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KESWICK TOWN COUNCIL

Minutes of meeting of the Staffing Committee held in the Council Chamber, Town Hall, Keswick on
Monday 10 August 2026 at 11 a.m.

Present: Councillor Natalie Evans (Chair)
Councillor Louise Dunn
Councillor Claire Houghton
Councillor Jean Murray
Councillor Lorraine Taylor
Vivien Little – Town Clerk
Catherine Parker – Responsible Financial Officer

6. Apologies

Apologies for absence were received from Councillor Chris Houghton. His apologies were noted and accepted by Councillors.

7. Declarations of Interest

No declarations of interest were made at this meeting.

8. Minutes

RESOLVED that the Chair be authorised to sign the minutes, as a correct record, of the Staffing Committee meeting held on 3 June 2026 (page 1).

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’

9. Update on Workload

Consideration was given to the report of the Clerk.

RESOLVED that:

- i) staff look through their job descriptions, ensuring that they match the actual workload (Action – Office Staff) and the results be brought back to the next Staffing Committee meeting;
- ii) an annual Council calendar running from May-May be produced, covering the key busy times for the Council, as well as Events, to allow for greater understanding by Councillors (Action – Clerk);
- iii) all Committees and Working Groups to have meetings set up on a six weekly cycle, to be marked on the Councillors Calendar (Action – Clerk);
- iv) Councillors Dunn and Murray look at the Councillors Induction, to prepare for the May 2027 elections (Action – Councillor Dunn and Murray);
- v) for the Keswick Games event on Sunday 16 August 2026, all inflatable providers must have public liability insurance of £10 million (Action – Clerk);
- vi) the recommendation of the Staffing Committee regarding the office upgrade be option 1 (Action – RFO); and
- vii) the Clerk put together a report for the September Town Council meeting, regarding moving towards paperless agendas, with using Teams as a preferred option of passing documentation to Councillor (Action – Clerk).

10. Date of next meeting

The date of the next meeting was set as Wednesday 2 September 2026 at 1.30pm.

The meeting ended at 12.30 p.m.

Chairman

Date