

## KESWICK TOWN COUNCIL

Minutes of the Annual Meeting of Keswick Town Council held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Thursday 21<sup>st</sup> May 2015 at 7.30pm.

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**Present:**

**Chairman**  
Councillor Paul Titley

**Councillors**

David Burn	Martin Jordan	Denstone Kemp
Susan Leighton	Andrew Lysser	Tony Lywood
Duncan Miller	Adam Paxon	Peter Price
Lorraine Taylor		

Also present were Catherine Howe (Administration & Finance Officer), Councillor Ron Munby (Allerdale Borough Council), 2 members of the press, Cadet Shaw and his father and no members of the public.

The outgoing Mayor, Councillor Lorraine Taylor, made a short speech regarding her year in office she said it had been an honour and made her proud to be Mayor of Keswick. The role reinforced what a wonderful town Keswick is and thanks were given to the many volunteers and organisations within the Town. Councillor Taylor thanked her fellow Councillors and husband Chris for their support during the year and her Mayors Cadet, Matthew Newton.

The Town Clerk, Lynda Walker, was thanked for her support and advice from the start of her year in office and the months following. A presentation of flowers was then given to Catherine Howe, Administration & Finance Officer, followed by thanks for her hard work, especially during the past few difficult months. The Administration & Finance Assistant, Wendy Lerigo, was also thanked for her hard work and supporting Catherine with running the office.

**1. Election of Chairman (Town Mayor)**

There being only one nomination it was **RESOLVED** that Councillor Paul Titley be elected as the Chairman (Town Mayor) for the ensuing year. Councillor Titley made the statutory Declaration of Acceptance of Office.

**2. Election of Vice Chairman (Deputy Mayor)**

There being only one nomination it was **RESOLVED** that Councillor Burn be elected as Deputy Chairman (Deputy Mayor) for the ensuing year. Councillor Burn made a Declaration of Acceptance of Office.

**3. Presentation of Mayor's Cadet**

The Mayor's Cadet for the year, Cadet Adam Shaw, was presented to the Mayor.

*There followed a short adjournment during which refreshments were served.*

**4. Apologies**

Apologies for absence were received from Councillor Pugmire (holiday)

**5. Requests for Dispensations**

The Administration & Finance Officer reported that no requests for dispensations had been received.

**6. Declarations of Interests**

No declarations by elected and co-opted members of interests in respect of items on this agenda were received.

**7. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on 16<sup>th</sup> April 2015 (pages 48-51).

**8. Police Report**

**RECEIVED** the report of the Allerdale Neighbourhood Policing team and a reply regarding outcomes of crimes. There was no Police Officer present.

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

No members of the public were present.

**10. Applications for Development**

- i) **RESOLVED** that the following observations to be submitted to the Lake District National Park Authority:-

<b>Plan Ref:</b>	<b>Description of Development Location:</b>
<b>T/2015/0054</b>	Fell 1 ash(T1) and 2 beech (T2&T3) 1 Grange Park <b>NEUTRAL</b>
<b>7/2015/2051</b>	Erection of new chimney stack, new canopy and internal alterations The Stables, Vicarage Hill <b>NEUTRAL</b>
<b>7/2015/2059</b>	Kitchen and utility extension. Removal of garage 32 Skiddaw Street <b>NEUTRAL</b>
<b>7/2015/2072</b>	Erection of new chimney stack, new canopy and internal alterations (Listed Building Consent) The Stables, Vicarage Hill <b>NEUTRAL</b>
<b>7/2015/2078</b>	Formation of external seating area with planter boxes and café barriers to front aspect of Public House Dog and Gun, 2 Lake Road <i>Site visit made</i> <b>NEUTRAL</b>
<b>7/2015/2079</b>	Formation of external seating area with planter boxes and café barriers to front aspect of Public House Dog and Gun, 2 Lake Road (Listed Building Consent) <i>Site visit made</i> <b>NEUTRAL</b>
<b>7/2015/2100</b>	Proposal for advertisement for 1 halo illuminated lettering and logo, internally illuminated red strip fascia, 1 non-illuminated hanging sign, 1 ATM surrounds, vinyl entrance sign and 2 miscellaneous permitted development non-illuminated signage items 28 Main Street <b>NEUTRAL</b>

- ii) No update on National Park Planning Decisions were received.

- iii) **RESOLVED** that a meeting be arranged with LDNPA members (inc Bill Jefferson), LDNPA Officers (inc Kevin Richards) and the Town Council Planning Group along with Councillors Lywood, Paxon and

Leighton to discuss the recommended planning procedures and planning communications to be used when making observations on planning applications and responding to LDNPA.

**11. Chairman's Allowance**

**RESOLVED** that the Chairman's allowance in pursuance of Section 15 (5) of the Local Government Act 1972 be set at £2,000, as per the budget provision made.

**12. Working Group Members**

**RESOLVED** that the following Councillors serve on the undermentioned working groups/committees:-

Staffing Committee:	Paul Titley (Mayor) David Burn (Deputy Mayor) Trust Chair (to be appointed) Trust Vice Chair (to be appointed) Duncan Miller
Planning Group:	Lorraine Taylor David Burn Peter Price Andrew Lysser
Housing Group:	Lorraine Taylor Adam Paxon Tony Lywood Denstone Kemp

It was **RESOLVED** that the Christmas Lights & Events Advisory Committees become one committee.

Christmas Lights & Events Advisory Committee:	Paul Titley (Town Mayor) - Chairman David Burn (Deputy Mayor) – Vice Chairman Lorraine Taylor (Outgoing Mayor) Tony Lywood
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**13. Outside Bodies**

**RESOLVED** that the following Councillors be appointed as representatives on the undermentioned outside bodies:

The Battersby Charity	Tony Lywood
Cumbria Theatre Trust	Martin Pugmire
Fitz Park Sports Pavillion	Peter Price
Joint Management Advisory Group	Martin Jordan
Keswick in Bloom	Lorraine Taylor
Keswick Flood & Emergency Group	Adam Paxon
Keswick Tourism Association	Duncan Miller
Keswick Youth Centre	Adam Paxon
Neighbourhood Forum	Susan Leighton Andrew Lysser

Keswick Fair Trade Committee	Lorraine Taylor
Keswick Flood Action Group	Paul Titley
Liaison Meetings (CALC Allerdale, Lake District Partnership Parish Forum & Derwent 7)	Lorraine Taylor Paul Titley Tony Lywood Martin Pugmire

#### 14. Schedule of Meetings 2015/16

**RESOLVED** that the date and times of ordinary meetings of the Council for the ensuing year be fixed as follows:

Meetings start at 7.30pm except where stated otherwise

Thursday 18 <sup>th</sup> June 2015	Town Council Meeting
Thursday 9 <sup>th</sup> July 2015	Charitable Trust Meeting
Thursday 16 <sup>th</sup> July 2015	Town Council Meeting
Thursday 20 <sup>th</sup> August 2015	Town Council Meeting
Thursday 10 <sup>th</sup> September 2015	Charitable Trust Meeting
Thursday 17 <sup>th</sup> September 2015	Town Council Meeting
Thursday 15 <sup>th</sup> October 2015	Town Council Meeting
Thursday 12 <sup>th</sup> November 2015	Charitable Trust Meeting
Thursday 19 <sup>th</sup> November 2015	Town Council Meeting
Thursday 17 <sup>th</sup> December 2015	Town Council Meeting
Thursday 14 <sup>th</sup> January 2016	Charitable Trust Meeting
Thursday 21 <sup>st</sup> January 2016	Town Council Meeting
Thursday 18 <sup>th</sup> February 2016	Town Council Meeting
Thursday 10 <sup>th</sup> March 2016	Charitable Trust Meeting
Thursday 17 <sup>th</sup> March 2016	Town Council Meeting
Thursday 21 <sup>st</sup> April 2016 Town Council Meeting 7.30pm	Annual Parish Meeting 6.30pm – 7.30pm
Thursday 19 <sup>th</sup> May 2016	Annual Town Council Meeting
Thursday 26 <sup>th</sup> May 2016	Annual Trust Meeting

#### 15. Members Attendances

**RECEIVED** for information details of members' attendances for 2014/15.

#### 16. Schedule of Charges

**RESOLVED** that the existing charges stay in place for 2015/16.

- 17. Review of Standing Orders and Financial Regulations**  
**RESOLVED** that the amended Standing Orders and Financial Regulations be approved and adopted, with an amendment to be made to page 9 item 15 o) adding the text 'except by the consent of the Chair'.
- 18. Protocol on the Recording & Filming of Town Council and Committee Meetings**  
**RESOLVED** that the Protocol on the Recording & Filming of Town Council and Committee Meetings be approved and adopted.  
*For information: Under new rules members of the public are legally permitted to record and film Town/Parish meetings as long as they do so in line with the Protocol to be adopted by the council*
- 19. Annual Review of Effectiveness of Internal Financial Control**  
**RECEIVED** a report on the Town Councils Annual Review of Effectiveness of Internal Financial Control from Councillors Burn and Miller. **RESOLVED** that the recommendation contained in the report be approved and that the Internal Auditor be notified of this.
- 20. The Power of General Competence**  
**RESOLVED** that the Council meets the eligibility criteria to be able to exercise the Power of General Competence.
- 21. Payment of Accounts**  
**RESOLVED** that the accounts for May 2015 as approved by the Inspection Committee be authorised for payment:
- i) The Town Council, vouchers 11 - 44 amounting to £54,232.47 (fifty four thousand two hundred and thirty two pounds and forty seven pence)
  - ii) The Trusts, vouchers HP3 – FP8 amounting to £1,551.83 (one thousand five hundred and fifty one pounds and eighty three pence)
- 22. Mayor's Engagements**  
**RECEIVED** details of the Mayor's calendar of duties.
- 23. Reports from Ward Representatives**  
**RECEIVED** reports from the following representatives:
- i) Allerdale Borough Council – Councillor Tony Lywood
  - ii) Lake District National Park Authority Representative – Geoff Davies
- 24. United Utilities West Cumbria Water Supplies Project**  
 A the request of Councillors Lywood and Miller to discuss details of the proposed route of the pipeline, following the presentation made by United Utilities at the last Town Council meeting. **RESOLVED** that Councillors Burn, Lywood and Miller be involved in the Keswick Working Group, to be co-ordinated by United Utilities and that Gaynor Murphy (United Utilities) be advised of this.
- 25. Reports From Representatives on Outside Bodies**  
**RECEIVED** the following report:-
- i) CALC Allerdale District – Minutes of General Meeting – Councillors Lorraine Taylor & Martin Pugmire
- 26. Administration & Finance Officers Report**  
**RECEIVED** the Administration & Finance Officers report.  
 For information:-
- i) Parish & Borough Election results 2015
  - ii) Annual Audit date
  - iii) Long Bridge, Portinscale
  - iv) Staffing Committee dates to note
  - v) Details regarding the Code of Conduct. **RESOLVED** that Councillors were each given a form to complete of their Declaration of Pecuniary and other interest, these were to be completed and returned to the office.

- vi) CALC Good Councillor Training. **RESOLVED** that any Councillors wishing to attend one of the training courses should contact the Admin & Finance Officer by email.

## 27. Correspondence

**RECEIVED** details of the following correspondence:

- a) For consideration and action:
- i) Explore and Lakeland Toys & Hobbies – Objections to additional Markets in Keswick  
**RESOLVED** that the Events Committee and Councillor Paxon meet with Geraud Markets UK to put across the following points:-
    - If additional markets are to be held they need to be different from the current Thursday and Saturday markets
    - Market management and traders need to take heed of the safety issues when they are moving their vehicles
 Further **RESOLVED** that:-
    - A letter be sent to Allerdale Borough Council asking that if they intend to hold any extra market days that they consult with the Town Council
    - Replies be sent to both of the objectors advising them of the above resolutions.
  - ii) Sean Crawford – Complaint regarding standing surface water on Station Road  
**RESOLVED** that a letter be sent to Mr Crawford to advise him that Councillor Lysser, in his role as County Councillor, will look into and resolve this issue.
  - iii) CKP Railways – Meeting of Bondholders & Voting paper  
**RESOLVED** that Councillor Taylor attend the CKP Annual Meeting and make a proxy vote.
  - iv) NALC Direction of Travel - Strategic Plan Update 2016/17 – **RESOLVED** that this information be received.
- b) For information:
- i) CALC – Cumbria Community Foundation – Local Grant Making Charitable Trusts
  - ii) NALC – Chairman congratulations to new and existing Councillors
  - iii) Cumbria County Council – Response regarding diversion signage for road closures, specifically the United Utilities West Cumbria Pipeline Project
  - iv) NuGeneration Ltd – Moorside Project Stage 1 Public Consultation

The meeting closed at 9.10pm

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Chairman

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Dated