

## FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the Annual Meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, Keswick, on Thursday 26<sup>th</sup> May 2016 at 7.30pm.

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Present:

Chairman  
Councillor Adam Paxon

Councillors

David Burn	Allan Daniels	Martin Jordan
Denstone Kemp	Susan Leighton	Andrew Lysser
Tony Lywood	Duncan Miller	Peter Price
Paul Titley		

Also in attendance were Lynda Walker (Trust Clerk), Elizabeth Barraclough (Friends of the Parks), Liz Newport (Wildroof Landscapes), Steve Harwood (ADK Architects), Peter Towers (Fitz Park staff) and one member of the press.

**1. Apologies**

Apologies for absence were received from Councillor Pugmire.

**2. Election of Chairman**

There being only one nomination it was **RESOLVED** that Councillor Paxon be elected as Chairman for the ensuing year.

**3. Election of Vice Chairman**

There being two nominations a vote took place and it was **RESOLVED** that Councillor Miller be elected as Vice Chairman for the ensuing year.

Councillor Jordan was thanked for his contribution over past years as Vice Chair and his tremendous knowledge of the parks which would continue to prove very useful.

**4. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the Minutes of the Trust meeting held on 5<sup>th</sup> April 2016 (pages 17- 18).

**5. Declarations of Interests**

No declarations of interests in respect of items on this agenda were received.

**6. Annual Report**

**RECEIVED** the outgoing Chairman's Annual Report.

**7. Sensory Garden – Wivell Park**

Liz Newport spoke about the design for the garden which would feature a sheltered seating area as a focal point and use local stone. A slate-lined seat would be provided with gaps for wheelchairs and a route with level access to enable the chairs to get close to the plants. The long term plan was to create a cairn with the aim of giving the feel of being in the mountains. The project had gone smoothly so far and should be finished by the end of June. Councillor Titley asked for a sign to be provided to inform the public about the project.

## 8. Update on Flood Reinstatement Work

Consideration was given to the report of the Clerk providing an update on progress with reinstatement work at the parks.

### RESOLVED:

- i) Crosthwaite Road car park – that the remaining debris be removed, the potholes filled and a new pay and display machine provided to enable the car park to be re-opened as soon as possible ,and that the scheme to provide an alternative surface using different coloured finishes be further investigated including costings and considered at the November Trust meeting
- ii) Knightsbridge – that a planning application be submitted for Option 2 to include ‘flat’ steps and a ramp to facilitate access for prams etc.
- iii) Wivell Bridge – that the bridge be made safe and re-opened pending the award of the contract for repairs
- iv) Wivell Park – that work on the retaining wall below the Pups shelter be approved to enable the contractors to apply for the necessary permissions from the Environment Agency
- v) Public bowling green – that the drainage system be investigated and any repairs carried out prior to the removal of the dead turf and re-levelling and re-seeding the green
- vi) Public tennis courts – that the courts be re-sized to match the Tennis Club courts
- vii) Putting green – that the course be reinstated and re-configured as necessary and brought back into use as soon as possible
- viii) That a notice be placed at the entrance to Upper Fitz Park recording thanks for donations and volunteer support and asking for these to continue
- ix) Hope Park – that a ‘portacabin-type’ facility be hired in pending work to improve the mess hut
- x) Townsfield – that no reinstatement work be carried out until the Environment Agency have completed dredging work

Trustees asked for thanks to be put on record for the assistance of James Hewitt as Interim Parks Manager.

## 9. Test Drilling in Wivell Park

Councillor Titley provided information regarding test drilling which had recently been carried out in connection with a scheme to improve surface water drainage on Penrith Road.

**RESOLVED** that representations be made to the Environment Agency and Cumbria County Council to carry out dredging work as a matter of urgency

## 10. Budget Comparisons

**RECEIVED** budget comparisons for the fourth quarter.

## 11. Assets Register

**RESOLVED** that the updated Assets Registers for Hope and Fitz Parks be approved and adopted.

## 12. Request for vehicular access - Fitz Park

Consideration was given to a request from Keswick Town Council Events Committee for parking for service vehicles in Fitz Park during the Scruffs event on 19<sup>th</sup> June 2016.

**RESOLVED** that permission for 8 vehicles as identified on the site plan be granted subject to monitoring by the Head Steward.

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

**RESOLVED** that the following requests for use of the parks be approved:

- i) Pam Harris - use of Hope Park for a concert on Sunday 14<sup>th</sup> August 2016.
- ii) Keswick Rotary Club - duck race to be held in Fitz Park on August Bank Holiday Monday (29<sup>th</sup>), subject to the park being in a suitable condition.
- iii) Keswick Museum - display of a banner in the Fitz Park play area during the school holidays to promote family activities.

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

*‘That in view of the confidential nature of the business about to be transacted, it is advisable that the public and/or press be temporarily excluded and they are instructed to withdraw’*

**14. Contracting**

**RECEIVED** letter from Hope Leisure and report of Working Group.

**RESOLVED** that the draft Heads of Terms be agreed subject to any significant changes following the valuation being reported back to the Trust, and that solicitors be instructed to proceed with the renewal of the lease.

**15. Staffing**

**RECEIVED** the report of the Clerk.

The meeting closed at 9.50 pm

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Chairman

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Date