

**FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS**

Minutes of the meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, Keswick, on Thursday 10<sup>th</sup> November 2016 at 7.30pm.

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Present:

Chairman  
Councillor Adam Paxon

	Councillors		
David Burn	Allan Daniels	Martin Jordan	
Denstone Kemp	Graham Kendall	Susan Leighton	
Andrew Lysser	Duncan Miller	Martin Pugmire	
Paul Titley			

Also in attendance were Lynda Walker (Trust Clerk), Catherine Parker (Responsible Financial Officer), Christine Fawcett (Parks Manager), Steve Harwood (ADK Architects) and one member of the press.

Prior to the meeting, Doug Coyle of Cumbria County Council presented information on the project to alleviate flooding on Penrith Road which would necessitate a pump being installed on the back of the bus shelter at Wivell Park. He explained that the County Council would need to bury the pumping facility but were not looking to purchase any land. There would be an opportunity to develop landscaping around the new bus shelter, the design of which could be decided by the Trust/Town Council. The Chair, Vice Chair, Councillor Leighton and the Parks Manager agreed to liaise with the County Council on the project together with a representative of Keswick Flood Action Group and report back to a future meeting.

**42. Welcome**

Clr Graham Kendall was welcomed to his first Trust meeting as a newly elected Town Councillor.

**43. Apologies**

Apologies for absence were received from Councillor Lywood (holiday).

**44. Declarations of Interests**

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

**45. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the Minutes of the Trust Meeting held on Thursday 8<sup>th</sup> September 2016 (pages 6 – 7).

**46. Crosthwaite Road Car Park**

Steve Harwood gave an indication of costs of re-surfacing Crosthwaite Road car park to increase usage and income to the Trust. He emphasised that any change of surface would require planning permission.

**RESOLVED** that the Chair, Vice Chair, Councillors Jordan and Lysser work with Steve Harwood on a possible re-design of the car park, and speak to Lake District National Park Planning Officers to seek advice on an acceptable replacement surface, with a report back to the next Trust meeting.

**47. Chairman's Report**

**RECEIVED** the Chairman's report.

Note: fencing of junior football pitches at Lower Fitz Park to be reviewed at January 2017 meeting.

**48. Clerk's Report**

**RECEIVED** the Clerk's report.

*Councillor Lysser left the meeting at 8.15 pm*

**49. Parks Manager's Report**

Consideration was given to the report of the Parks Manager.

**RESOLVED** that approval be given to funding the following items by virement of underspends within the 2016/17 budget:

- i) Replacement of hedge in front of the PUPS shelter on Wiveill Park at a cost of £300
- ii) Purchase of a second hand verti-seeder at a cost of £1,400

and that the Parks Manager present a report to the next meeting regarding any additional items of expenditure required during the current financial year.

**50. Review of Terms and Conditions of Use of Fitz and Hope Parks**

At the request of the Chair, consideration was given to amending the terms and conditions for hire of the Parks.

**RESOLVED** that the following changes to the terms and conditions of use of Fitz and Hope Parks be made with immediate effect:

- i) That the charges quoted be expressed as a minimum and that the Trust retains the discretion to amend these charges as it sees fit (para 1)
- ii) That the words 'Gates must be opened and closed on entry and exit' be emboldened (para 2)
- iii) That noise levels be marshalled in view of the proximity to residential areas and that prior notification is given of any intention to play music/audio at any time (para 3)
- iv) That the Trust may require payment of a bond in some circumstances (para 4)

**51. Hope Park & Fitz Park Budgets – 2<sup>nd</sup> quarter**

**RECEIVED** the 2<sup>nd</sup> quarter budget comparisons.

**52. Requests for Use of the Parks**

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

- i) Keswick Town Council Events Committee – Keswick Festival 2017  
Saturday 24<sup>th</sup> June 2017 – Prom in the Park  
Sunday 25<sup>th</sup> June 2017 – 'Scruffs'  
(free of charge)
- ii) Lakeland Trails – Saturday 2<sup>nd</sup> September 2017  
(minimum tariff plus a bond of £750)
- iii) Rather be Cycling – Lakeland Monster Miles  
Saturday 14<sup>th</sup> October 2017 (set up)  
Sunday 15<sup>th</sup> October 2017 (actual event)  
(minimum tariff plus a bond of £750)

**Prior to the following business the Chairman moved the following 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'*

*It was agreed to bring item 15 forward and to ask Steve Harwood to remain for the discussion.*

**53. Contracting - Knightsbridge Replacement**

**RECEIVED** an update from the Clerk and additional information from Steve Harwood.

**RESOLVED** that a formal contract be entered into to include steps only on the terms recommended.

*Steve Harwood left the meeting.*

**54. Contracting – Crosthwaite Road Car Park**

**RESOLVED** that this item be deferred for consideration at a future meeting pending discussions with planning officers regarding the surface renewal.

**55. Contracting - Hope Park Lease Renewal**

Consideration was given to the report of the Clerk.

**RESOLVED** that the Clerk be authorised to sign the new lease and a 'licence to occupy' on the terms outlined in the report.

**56. Contracting - Trading Opportunity – Hope Park**

Consideration was given to the request received.

**RESOLVED** that the request be declined.

**57. Contracting - Flood Resilience Study – Fitz Park**

Consideration was given to the report of the Clerk.

**RESOLVED** that the proposal put forward by Rachel Gerrard of Rubicon Project Consulting Ltd be accepted and that an application for funding to cover the costs be submitted to Cumbria Community Foundation's Flood Fund.

The meeting closed at 9.50 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

