

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

**Council Offices  
50 Main Street  
Keswick  
CA12 5JS**

5<sup>th</sup> January 2017

A meeting of the following Charitable Trusts will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on **Thursday 12<sup>th</sup> January 2017 at 7.30pm.**

**Prior to the meeting, at 7.00pm** there will be a presentation by Keswick Community Housing Trust regarding a proposal to build local affordable housing at Hospital Field.

**The press and public are welcome to attend.**

*Walker*

**Lynda Walker  
Town Clerk**

<b>HOPE PARK</b>	<b>Registered Charity</b>	<b>503465</b>
<b>FITZ PARK</b>	<b>Registered Charity</b>	<b>520327</b>
<b>TOWNSFIELD</b>	<b>Registered Charity</b>	<b>520295</b>

**AGENDA**

- 1. Apologies**  
To receive apologies for absence.
- 2. Declarations of Interests**  
To receive any declarations of interests in respect of items on this agenda.
- 3. Minutes**  
To authorise the Chairman to sign as a correct record the minutes of the meeting held on 10<sup>th</sup> November 2016 (pages 8 – 10).
- 4. Chairman's Report**  
To receive the Chairman's report.
- 5. Request from Keswick Community Housing Trust**  
To consider in principle a request from Keswick Community Housing Trust for the release of a piece of land at Hospital Field, Fitz Park for the provision of local affordable housing (there will be a presentation from members of the Housing Trust prior to the meeting).
- 6. Request from Keswick & Braithwaite Tennis Club**  
To consider a request from the Tennis Club for a subsidy towards maintenance costs of the three leased grass tennis courts at Fitz Park (members of the Club will be in attendance for this item).

7. **Crosthwaite Road Car Park**  
To receive an update from the Chair and Vice Chair following discussions with Planning Officers and Steve Harwood and to agree further action.
8. **Clerk's Report**  
To consider the report of the Trust Clerk.
9. **Parks Manager's Report**  
To consider the report of the Parks Manager.
10. **Draft Budgets 2017-18**  
To agree the draft budgets for 2017-18 for i) Hope Park and ii) Fitz Park.
11. **Requests for Use of the Parks**  
To consider the following requests for use of the parks:
  - i) Fitz Park -  
Keswick Mountain Festival Kids Triathlon – Thursday 8<sup>th</sup> or Friday 9<sup>th</sup> June 2017
  - ii) Hope Park -  
Lakesman Event – Sunday 18<sup>th</sup> June 2017
  - iii) Townsfield –  
'Mind Fest' 2017 –Saturday 1<sup>st</sup> July 2017
12. **Keswick Cricket Club**  
To receive an update from the Cricket Club.

**Prior to the following business the Chairman will move 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'*

13. **Staffing**  
To consider the report of the Parks Manager.
14. **Contracting**  
To receive an update from the Clerk on the lease renewal for Hope Park.

### 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.

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

Cllr 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 Wivell 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 24th 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.

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Chairman

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Date



ADK ARCHITECTS

STEVE HARWOOD

J. BROWFOOT

PENRITH ROAD

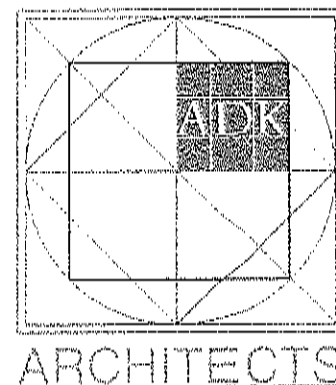
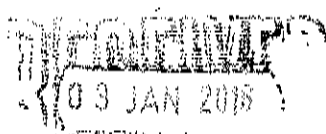
KESWICK

CUMBRIA

CA12 4LD

TEL: (017687) 73392

E-mail: steve@adk.co.uk



Date:

3220

Date:

29 December 2016

Fitz Park Trust  
 Keswick Town Council  
 Council Offices  
 50 Main Street  
 Keswick  
 Cumbria  
 CA12 5JS

For the attention of Catherine Parker & Lynda Walker & Parks Manager  
 Christine Fawcett

Dear Catherine & Lynda & Christine

**Re. Crosthwait Road Car Park, Lower Fitz Park, Keswick.**

Following a meeting at the car park on 16<sup>th</sup> December 2016 involving Adam Paxon, Duncan Miller, Andrew Lysser and Christine Fawcett, I have taken on board the comments made on the preferred way forward. The key issue in terms of the car park layout was the preference for a separate entrance and exit to ease the pressure of use on the current single point of entry / exit. I have checked the overall perimeter dimensions of the current car park as built and enclose a larger scale drawing 2930 / 2 showing my proposal for modifications to the layout within the confines of the existing car park area. This does result in a reduction of parking spaces from 81 on the original plan to 77 on the new layout as a consequence of the rearrangement to form a separate exit. However I have incorporated 3 wider disabled parking spaces adjacent to the pay machine.

It was agreed that I should proceed with submission of a planning application for approval of the changes. Please let me know if this is o.k. to proceed with or if you would like to make any changes before I submit the application. As the application process takes 2 months to get a decision it would be my intention to obtain quotations for the work involved on the lines discussed during this period.

Yours sincerely  
 and Best Wishes for 2017

S. HARWOOD

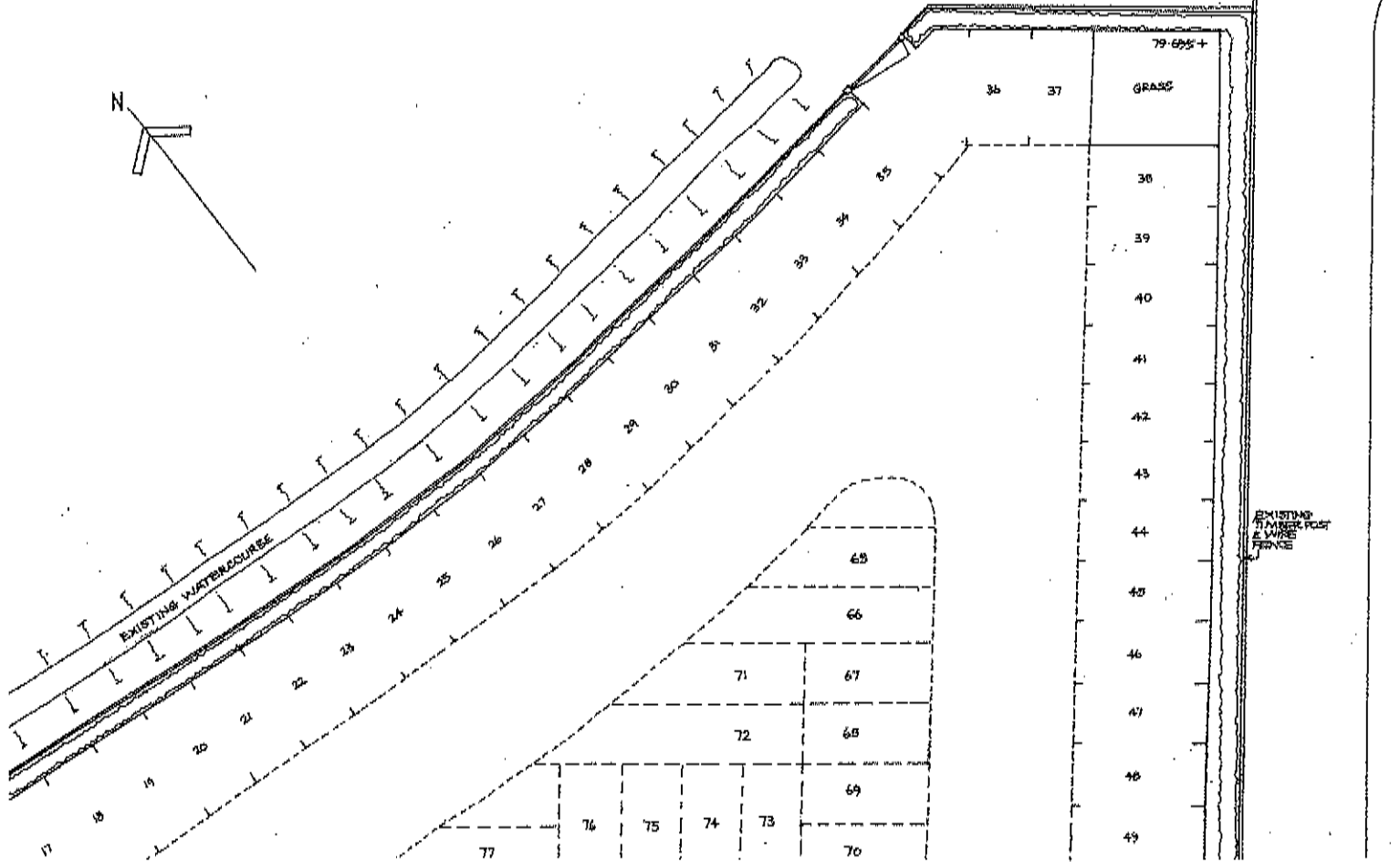
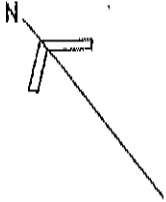
cc. Adam Paxon , Duncan Miller , Andrew Lysser & Christine Fawcett.











J

KESWICK PARKS CHARITABLE TRUSTS  
12 JANUARY 2017

**CLERK'S REPORT**

1. Funding

I am pleased to confirm that Cumbria Community Foundation has now made payment of a £40,000 grant towards the reinstatement costs for Fitz Park from the Cumbria Flood Recovery Fund. In addition, the Committee awarded a grant of up to £25,000 towards a future flood resilience study. I have advised Rachel Gerrard (Rubicon Project Consulting Ltd) that the funding has now been made available and work on the study will start as soon as possible.

Funding was not granted towards the reinstatement of the car park or providing a ramp for the new footbridge.

2. Knightsbridge

The formal notice granting planning permission for the replacement of Knightsbridge has now been received. It will be necessary to submit a minor amendment application for the steps only option, however, Steve Harwood advises this can be left until it is absolutely clear that a ramp will not be provided. There is also a condition that, prior to first use by the public of the footbridge, an evacuation plan shall be submitted to and approved in writing by the planning authority. This plan should detail how, when and by whom access to the bridge by members of the public will be controlled during flood events. Steve Harwood proposes to ask the Keswick Community Emergency Recovery Partnership to provide a statement outlining their action plan for future flood events.

Clarification is still awaited from MPM North West Ltd on the proposed course of action on carrying out the remedial works to the main support structure advised by RG Parkins and it is understood that this is waiting for a special licence to be granted by the Environment Agency.

3. Visit from Castle Park Development Group

Christine and I were asked to show members of the above group from Penrith around Fitz Park on 9<sup>th</sup> December 2016. The group has applied for Heritage Lottery Funding to improve Castle Park and were keen to share good practice. The visitors were particularly impressed with the play area and several common management issues emerged from the discussion.

I have also been asked to host a visit by representatives from Grange over Sands Town Council, but no date has as yet been fixed.

LW  
040117



**Parks Manager Report Jan 2017**

**Christine Fawcett**

The last two months have again been very busy with the parks staff working hard. The fine dry weather in late November and early December has given us chance to make progress in all the Parks. Thanks must go to the parks staff for their fantastic on going efforts and the driving force of the three ladies within the office of Keswick Town Council.

**Hope Park**

Visitor numbers have fallen due to the time of year, however this has given us the opportunity to sand down and paint a number of benches. This task is large given the number of benches within the park, however with the assistance of some very helpful Argos managers on community involvement this made a number of benches being painted rather faster.

The pitch & putt and putting areas have responded well to the autumn maintenance and the grass sward looks good and healthy for the time of year.

Herbaceous borders have all been cut back and mulch is now being applied and in due course one border will be lifted and divided.

Keswick in Bloom have been busy mulching the herbaceous border through the under pass and we have supplied 10 loads of mulch for them to distribute.

Most of the hedges have now been cut back and we will begin pruning the climbing roses in February.

As we are all aware the water course leading out/beyond of Hope Park is in need of clearance work. I believe we are wasting time and money by putting drains into the fairways, when we have nowhere for the water to be drained to. Hence the £2000.00 in this year's budget will not be spent on land drains.

To highlight the severity of the situation I have included these photos.



There is limited access to the site for machinery and the further you walk down to the lake the more the area becomes a swamp rather than water course due to the lack of fall. Could the Trust approach the landowner to discuss clearing of the water course?

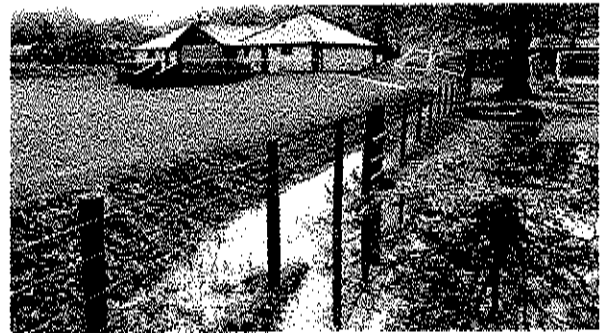
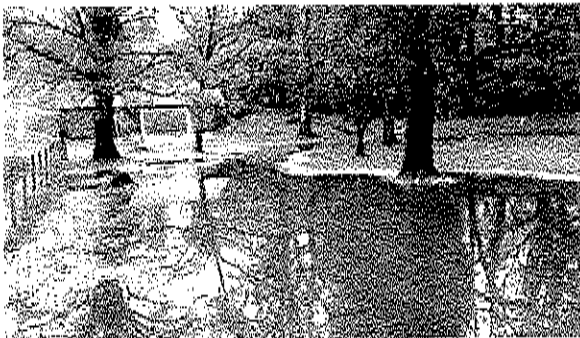
## Townsville

This area has been monitored and the perimeter trimmed.

## Lower Fitz Park

The play area has had various parts replaced to pieces of equipment including the Hawaii multi-play and the Turn-fly. Any areas showing signs of wear are also in the process of being sanded down and re-painted to meet the ROSPA standards.

Wilson's plant has carried out the tarmac repair work to the path running from the river to the football club and the path up to the BMX pump track at a cost of in the region of £3,300.00. It was highlighted at the last meeting of the flooding to the same path and the severity of this flooding is shown below (mid Nov):



Pic B

I feel it has to be noted that this flooding is not just down to ground compaction but also the addition of the bund which has been built after the flooding of Lower Fitz Park last year (Pic B). The parks staff carried out some additional drainage work to try and prevent flooding of this nature shown above and the situation will be monitored closely.



20 yards of filter drains on both sides of the path have been dug to a depth of 2ft and filled with 40mm washed stone

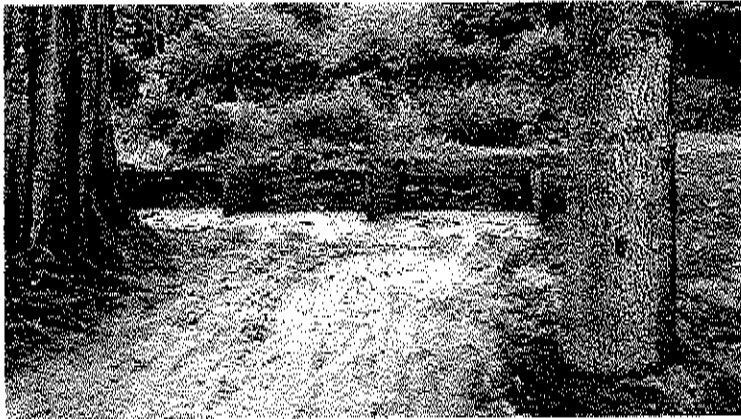
However if this additional work does not solve the problem of the path flooding, a new drain may be needed to the river. Again this will not be an easy task due to the mains sewage pipe and the high pressure gas main, both of which will have to be crossed and permission granted to do so, or the bund may need to be removed.

## Upper Fitz Park

A large amount of work has been carried out in this area, all of the shrub borders have been weeded and edged and are now being covered in bark mulch to help to prevent weeds.

The hedge in front of the PUPS shelter has been replanted with a mixture of hawthorn hedging and rosa spinosissima, also a temporary fence has been placed in front to try and prevent damage.

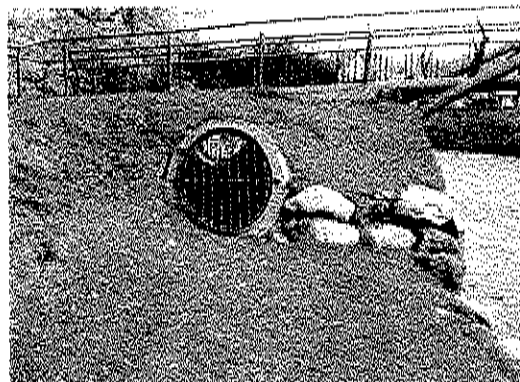
We have again had a mini digger on hire to move the remainder of the debris left from the flooding and the spoil removed from the tennis courts whilst drains were being installed. This task was also aided by a tractor on demonstration from Lloyd's of Carlisle. All of the spoil has been transferred to Lower Fitz and will be levelled up next summer.



Compost bays have been found again and emptied. These bays can be used for leaves and grass clipping etc.

To the right of the compost bays has been cleared and levelled ready for planting next year.

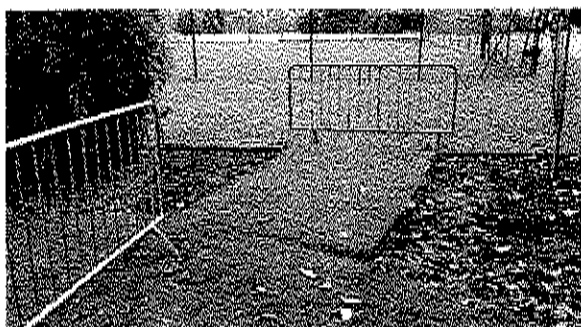
There is also scope for two more memorial benches and some memorial trees in this area



Wiveil bridge pipe has been cleaned out, and I have to say this took three of us four hours to remove this silt. A thankless task which needed to be done but a backbreaker when your 6ft tall!



The bowling green gentlemen offered us some redundant turf that they no longer required, which we have put to good use around the park. Two new grass paths have been created through existing shrub beds to help prevent the general public taking short cuts or desire lines. Other damaged grass areas have been repaired too.



Argos managers removing silt from under shrubs



### Path Repairs Quotes

As we are all aware many of the paths within the parks have been damaged, below are some of the quotes received:

- Upper Fitz - Main entrance to river between public tennis courts and public bowling green and replace 7 gulleys. £12,841 + vat
- Upper Fitz – Path around Tennis hut with fall to gulley £776 + vat
- Lower Fitz – Path to Crosthwaite road car park 40 meters £2,145 + vat (very basic patching)
- Lower Fitz – Path to Crosthwaite road car park 206 meters widened and edged in timber £16,660.35 + vat

### Bowling Club Roof

I have been approached by the bowling club, regarding some repair work they have had done to the roof. Basically some of the slates had slipped and they got a contractor to replace/repair them. The contractor pointed out that the wooden battens under the slates were rotten and there was nothing left to nail the slates to and would need replacing in the near future.

I have approached three contractors for a like for like quote which are listed below:

To remove; slates, coping stones, renew felt, battens and refix/replace existing slates and coping stones.

Two quotes have been received:

1. Cumbria roofing Ltd: £8750.00 plus vat
2. Sandwith roofing Ltd: £11,420.00 plus vat
3. Mike Tinnion: to follow



As requested a quote for annual maintenance for the tennis courts to the local tennis club has been submitted, a copy is shown below:

**Tennis Club Quotation for annual maintenance**

Grass cutting twice a week as requested subject to weather conditions from 1<sup>st</sup> April until 31<sup>st</sup> August, 21 weeks @£45 per cut £1890.00

Based on

Labour 2h @ £12 per hour = £24.00

Machine use including general servicing and depreciation @ £12.00

Fuel £5.00

Disposal of grass clippings £4.00

Strimming around court edges/nets subject to weather conditions from 1<sup>st</sup> April until 31<sup>st</sup> August  
x2 cuts per month @£25 per cut £500.00

Based on

Labour 1.5 hours @ £12 per hour = £18.00

Machine use including nylon line and fuel mix at 50/1 @ £7.00

Line marking of courts subject to weather conditions from 1<sup>st</sup> April until 31<sup>st</sup> August  
x2 per month @£35 line marking £735.00

Based on

Labour 1.5 hours @£12 per hour=£18.00

Machine use including line paint and depreciation @ £17.00

Fertilizer application subject to weather conditions from 1<sup>st</sup> April until 31<sup>st</sup> August

Beginning of April x1 application @£75

Late May x1 application @£75

Beginning of July x1 application @£75

Late August x1 application @£75 £300.00

Dennis Mower Cassette Blade sharpening £500.00

Scarifying late August £700.00

£4625.00

Plus VAT at 20% £925.00

Total £5550.00

**Machinery**

As the trust is aware we have a small 27hp Kioti garden tractor with a loader attachment, this tractor was purchased outright in 2009 and has done 1400hrs to date. It is now starting to show signs of wear and in the near future is going to need a lot of money spent on it to keep it in service. It is an essential piece of equipment which is used daily in both parks and has come under a lot of strain during last year's events.

We also have a Kubota RTV and a large Kubota ride on mower, both of these machines were purchased last spring from Lloyd, Carlisle and placed on a double finance package paying:

Kubota RTV £159.00 per month

Kubota ride on mower £264.00 per month

Total £423.00 per month for 60 months; at the end of this finance package we would own the machines outright.

The RTV is also used daily again in both parks, however the ride on mower has only been used for 10hrs in the entire grass cutting season. In my mind it is too big for our parks as it scalps the surface

due to our uneven terrain and it also has no grass collection box. It has no use what so ever outside of the grass cutting season, hence it sits in the shed from mid Oct till April.

My problem is:

- a double finance package
- a mower we are paying a lot of money for to sit in a shed for 5 and ½ months doing nothing
- a mower with limited use within both parks
- a tractor that is worn, needing investment and used daily

With the permission of the trust I propose to:

Keep the Kubota RTV.

Trade in the Kubota ride on mower and Kioti garden tractor with loader attachment.

Begin a new double finance package over 60 months including the Kubota RTV we have on site and a new Kubota 32hp garden tractor with loader attachment. At the end of the finance package we will own both machines out right. The cost of the monthly payments would be.

RTV £159.00 per month,

Tractor £264.00 per month,

Total £423.00 per month.

HOPE PARK

BUDGET ESTIMATES 2017/18 - DRAFT

OFFICE USE ONLY

	Actual Spend 14/15	Actual Spend 15/16	AGREED Budget 16/17	Estimated Out Turn 16/17	DRAFT Budget 17/18	£ Inc/red Agreed 16/17 to draft 17/18	% Inc/red Agreed 16/17 to draft 17/18
<b>Expenditure:</b>							
Games Areas Equipment	635	500	500	500	500	0	0
Tools	100	66	250	250	1250	1000	400
Materials	1223	428	1500	1500	1500	0	0
Maintenance	152	495	1000	4026	1000	0	0
Repairs - Paths/fences	220	1043	1500	1500	2500	1000	66.67
Repairs - Buildings	1164	225	1000	1000	1200	200	20
Repairs - Course	250	52	250	150	500	250	100
Repairs - Machinery	1856	495	1000	1000	1000	0	0
Repairs - Van service/repairs	254	313	300	300	500	200	66.67
Fuel and licences	2494	2396	2500	3000	3250	750	30
Plants & Compost	2288	1094	2000	3682	3000	1000	50
Trees and shrubs	145	0	200	200	300	100	50
Fertilisers	411	517	500	607	650	150	30
Electricity and heating oil	857	545	500	500	1200	700	140
Water rates	136	66	270	210	270	0	0
Wages (Gardeners)	31033	31555	36958	34000	36487	-471	-1.27
Wages (Management)	25072	24347	25935	36680	32882	6947	26.79
Wages apprentices	0	0	12348	0	0	-12348	-100
Admin and on costs	18913	20285	22591	22591	24550	1959	8.67
Insurance	4537	3439	3500	3060	3600	100	2.86
Telephone	249	316	250	250	375	125	50
Advertising - Including Staff Recruitment	0	68	100	2576	600	500	500
Trade Refuse Collection	641	629	680	680	680	0	0
Training costs	60	0	700	700	700	0	0
Workwear	293	774	1500	1500	1100	-400	-26.67
Equipment	210	0	400	400	400	0	0
Audit Fee & Accounts Preparation	750	750	800	800	800	0	0
Bird/squirrel feeding station	93	99	150	150	500	350	233.33
Printing and stationery	0	0	50	50	50	0	0
Contingency	400	828	1000	1000	1500	500	50
Health and Safety	607	192	250	252	700	450	180
Computer equipment	89	117	0	134	200	200	0
Web & Internet Costs	123	454	75	75	75	0	0
Tree Work & Surveys	1740	168	2000	2000	2000	0	0
Professional Fees	0	1102	500	500	1500	1000	200
Signs Expense	0	0	1000	0	500	-500	-50
Drainage (filling) work to fairway	0	0	2000	0	500	-1500	-75
Contribution to D&E Fund	0	0	5000	5000	5100	100	2
<b>TOTAL EXPENDITURE:</b>	<b>96995</b>	<b>93358</b>	<b>131057</b>	<b>130823</b>	<b>133419</b>	<b>2362</b>	<b>1.80</b>

	Actual Income 14/15	Actual Income 15/16	AGREED Budget 16/17	Estimated Out Turn 16/17	DRAFT Budget 17/18	£ Inc/red Agreed 16/17 to draft 17/18	% Inc/red Agreed 16/17 to draft 17/18
<b>Income:</b>							
Games, Golf Hut & Café - Lease/Licence	129792	134984	140383	140383	162000	21617	15.40
Bank interest	53	54	5	5	5	0	0.00
Donations & Money Spinner	478	315	350	300	300	-50	-14.29
Building Fund interest	16	16	10	10	10	0	0.00
Fuel reimbursements	823	354	0	0	0	0	0.00
Bird/Squirrel Feed Station Donations	0	577	600	100	200	-400	-66.67
Keswick Lions	0	0	0	0	250	250	100.00
<b>TOTAL INCOME:</b>	<b>131162</b>	<b>136900</b>	<b>141348</b>	<b>140798</b>	<b>162765</b>	<b>21417</b>	<b>15.15</b>

<b>SURPLUS/deficit</b>	<b>34167</b>	<b>42942</b>	<b>10291</b>	<b>9975</b>	<b>29346</b>	<b>19055</b>	<b>185.16</b>
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Development & Equipment Fund - Expenditure Required 2017/2018	Actual 15/16	Budget 2016/17	Budget 2017/18
Change Iseki (as 10 years old)	0	0	5500
Ride on Rotary Mower (HP over 5 years £4k per year)	0	4000	5100
	0	4000	10600

For use at Hope & Fitz



## FITZ PARK

## BUDGET ESTIMATES 2017/18 - DRAFT

Expenditure	Actual Spend 14/15	Actual Spend 15/16	AGREED Budget 16/17	Estimated Out Turn 16/17	DRAFT Budget 17/18
Materials	731	400	700	1172	2000
Games Equipment - Including CSA	117	504	300	300	200
Repairs - Paths, fences & walls	1198	541	2500	3310	3000
Repairs - Buildings	439	0	500	500	1000
Repairs - Greens and courts	758	462	1000	1021	1000
Repairs & Maintenance - children's play area	3216	3094	5000	5000	6000
Repairs - Bridges (Wiveil & Knights)	0	0	250	250	250
Trade refuse	641	629	750	750	750
Plants, trees & shrubs	755	0	500	500	1200
Fertiliser	850	364	500	550	1000
Electricity	617	598	750	750	850
CSA Electricity	499	321	400	400	400
CSA Expenditure	240	108	600	600	600
Water Rates	430	206	610	710	550
Wages, NI & SA (Management)	6268	6087	6354	9117	8221
Wages, NI & SA (Gardener & Maintenance)	37542	37671	39792	41705	41885
Grass cutting - outside contract	7340	8000	8000	8000	8000
Admin and on costs	18913	20285	22591	22591	23950
Insurance	3634	5131	5000	5328	6000
Advertising & Staff Recruitment	101	0	100	100	600
Car park expenses	2569	651	5000	5000	5000
Audit fee & Accounts Preparation	750	750	800	800	800
Tools	95	195	150	150	300
Health and Safety	300	84	200	200	300
Printing & Stationery	0	0	50	50	500
Sinking Fund	10000	10000	10000	10000	10000
Hygiene Contract	60	75	80	75	75
Signs Expense	105	665	500	500	300
Tree Work	3510	1929	3500	3500	3500
Workwear	136	1023	800	800	500
Contingency	3510	0	1500	2495	4000
Professional Fees	0	0	250	250	250
Maintenance	276	30	1500	1500	1500
BMX Track Expenditure	2315	0	1000	2500	1000
Collection Box Upgrade - Play Area	0	0	0	0	1300
Training	0	0	0	0	500
<b>Total Expenditure:</b>	<b>107915</b>	<b>99803</b>	<b>121527</b>	<b>130474</b>	<b>136831</b>

Income	Actual Income 14/15	Actual Income 15/16	AGREED Budget 16/17	Estimated Out Turn 16/17	DRAFT Budget 17/18
Licence Fee - Games & Catering	1000	1000	1000	0	1000
New Car park Income	22858	13260	20000	11000	20000
Wayleaves	33	32	33	33	33
Insurance Reimbursements	0	991	1000	1189	1200
Hire of Fitz Park	3058	3523	3500	3300	3500
Donations	250	736	50	105	100
Tennis Club - Licence Agreement	1000	1000	1000	0	150
Football Club - Lease	1000	1000	1000	1000	1000
Car Park Levy - Football Club	2805	4630	4000	3000	4000
CSA Electricity	348	0	600	300	300
Play Area Donations	0	940	250	200	250
BMX Track Donations	1303	891	100	0	50
Memorial Seats (MOVED TO FUND 16/17)	685	208	0	0	0
<b>Total Income:</b>	<b>34340</b>	<b>28211</b>	<b>32533</b>	<b>20127</b>	<b>31583</b>

<b>NET EXPENDITURE DEFICIT</b>	<b>-73575</b>	<b>-71592</b>	<b>-88994</b>	<b>110347</b>	<b>105248</b>
<b>ADDITIONAL GRANT FROM KTC ON TOP OF DEFICIT</b>		<b>6824</b>	<b>0</b>		<b>0</b>
<b>TOTAL TO BE PAID TO FITZ IN TWO HALVES FROM KTC WHEN PRECEPT PAID</b>		<b>88529</b>	<b>0</b>	<b>0</b>	<b>0</b>

Expenditure from Funds Required - 2017/18	
Sinking Fund	
Bowling Club Roof	8750

## HOPE PARK

## BUDGET ESTIMATES 2017/18 - DRAFT

Expenditure:	Actual Spend 14/15	Actual Spend 15/16	AGREED Budget 16/17	Estimated Out Turn 16/17	DRAFT Budget 17/18
Games Areas Equipment	635	500	500	500	500
Tools	100	66	250	250	1250
Materials	1223	428	1500	1500	1500
Maintenance	152	495	1000	4026	1000
Repairs - Paths/fences	220	1043	1500	1500	2500
Repairs - Buildings	1164	225	1000	1000	1200
Repairs - Course	250	52	250	150	500
Repairs - Machinery	1856	495	1000	1000	1000
Repairs - Van service/repairs	254	313	300	300	500
Fuel and licences	2494	2396	2500	3000	3250
Plants & Compost	2288	1094	2000	3682	3000
Trees and shrubs	145	0	200	200	300
Fertilisers	411	517	500	607	650
Electricity and heating oil	857	545	500	500	1200
Water rates	136	66	270	210	270
Wages (Gardeners)	31033	31555	36958	34000	36487
Wages (Management)	25072	24347	25935	36680	32882
Wages apprentices	0	0	12348	0	0
Admin and on costs	18913	20285	22591	22591	24550
Insurance	4537	3439	3500	3060	3600
Telephone	249	316	250	250	375
Advertising - Including Staff Recruitment	0	68	100	2576	600
Trade Refuse Collection	641	629	680	680	680
Training costs	60	0	700	700	700
Workwear	293	774	1500	1500	1100
Equipment	210	0	400	400	400
Audit Fee & Accounts Preparation	750	750	800	800	800
Bird/squirrel feeding station	93	99	150	150	500
Printing and stationery	0	0	50	50	50
Contingency	400	828	1000	1000	1500
Health and Safety	607	192	250	252	700
Computer equipment	89	117	0	134	200
Web & Internet Costs	123	454	75	75	75
Tree Work & Surveys	1740	168	2000	2000	2000
Professional Fees	0	1102	500	500	1500
Signs Expense	0	0	1000	0	500
Drainage (filling) work to fairway	0	0	2000	0	500
Contribution to D&E Fund	0	0	5000	5000	5100
<b>TOTAL EXPENDITURE:</b>	<b>96995</b>	<b>93358</b>	<b>131057</b>	<b>130823</b>	<b>133419</b>

Income:	Actual Income 14/15	Actual Income 15/16	AGREED Budget 16/17	Estimated Out Turn 16/17	DRAFT Budget 17/18
Games, Golf Hut & Café - Lease/Licence	129792	134984	140383	140383	162000
Bank interest	53	54	5	5	5
Donations & Money Spinner	478	315	350	300	300
Building Fund interest	16	16	10	10	10
Fuel reimbursements	823	354	0	0	0
Bird/Squirrel Feed Station Donations	0	577	600	100	200
Keswick Lions	0	0	0	0	250
<b>TOTAL INCOME:</b>	<b>131162</b>	<b>136300</b>	<b>141348</b>	<b>140798</b>	<b>162765</b>

<b>SURPLUS/deficit</b>	<b>34167</b>	<b>42942</b>	<b>10291</b>	<b>9975</b>	<b>29346</b>
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Development & Equipment Fund - Expenditure Required 2017/2018	Actual 15/16	Budget 2016/17	Budget 2017/18
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	0	4000	10600

For use at Hope & Fitz

**From:** Marie Whitehead  
**Sent:** Friday, December 2, 2016 10:46 AM  
**To:** Keith Brown  
**Subject:** Re: Hope Park Trustees - The Lakesman

Hi Keith

After a very successful first event in 2016, on behalf of The Lakesman Event, I would like to request permission, once again for the run route to pass through Hope Park.

There will be about 400 athletes taking part on Sunday June 18th 2017 in this second on road iron distance triathlon in The Lake District, and it has taken 3 years of incredibly hard work to bring this event to reality.

The timings of the event are such that the first runners will pass through Hope Park at about 1pm, and the last runner will begin their marathon at about 4pm.

The route is 5 laps, and the runners will be incredibly spread out, with plenty of marshals in the park to make sure the athletes and members of the public are safe.

The route we plan for them to take is entering the park at the gate opposite to the TBTL car park and then along the rear path of the park, passing through the works yard, and then exiting on the back road to Isthmus Cottage, so won't be in the busiest parts of the park.

However, on returning from each lap we are pointing people towards the grass area opposite Hope Park cafe as a main spectator point so hopefully they will see an increase in trade.

The last runner will finish around 10pm at night, after completing a 2.4 mile swim, a 112 mile bike ride and a marathon, a huge achievement.

Although the event did not return a profit in Year 1, we hope to grow this event into one of the top national sporting events each year and create something else very special in Keswick.

If you have any further questions, please do not hesitate to contact me, and I hope we can work with you on this event.

If you do want more information, we do have a website [www.thelakesman.com](http://www.thelakesman.com) which has PDFs of all routes.

Kind Regards

Marie





**From:** Stephenson, William [mailto:William.Stephenson@cumbria.gov.uk]  
**Sent:** Thursday, December 15, 2016 1:17 PM  
**To:** [office@keswicktowncouncil.gov.uk](mailto:office@keswicktowncouncil.gov.uk)  
**Subject:** Mind Fest 2017

Hello

We are a small group of people putting together a project to raise discussions and awareness of mental health and Mind as well as raising money for Mind. We will be recording a cover of an ideal song for the project in a style which should be fantastic. We are then looking at releasing the single (also via CD, iTunes, Spotify, etc) at a big festival called Mind Fest. There will be live music, acts, games, an auction, a BBQ and hog roast, face painting, bouncy slides and so much more.

I could go on and on about the importance of good quality mental health care, the detrimental effect of the stigma clutched to it or the great work which the UK's number one mental health charity does. This project could help greatly and we are confident that it could be a real success; the singers and musicians are exceptionally talented, the studio manager has top of the range equipment, the range of contacts and ideas to promote the project.

We are looking at holding Mind-Fest on the 1st of July 2017 as children/families would be off for summer holidays and most people would have recently been paid. Living in Keswick I have considered a number of venues and I feel Townsfield may be a fantastic choice. Would there be any chance that we could hold the event there in July (this would be before the convention).

Your support could help turn this vision into a reality. I am more than happy to discuss this further and am really looking forward to hearing from you.

Kind Regards, Billy



**Lynda Walker**

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**From:** Keith Richardson <keithr@rivergretawriter.co.uk>  
**Sent:** Wednesday, November 16, 2016 2:30 PM  
**To:** Lynda Walker  
**Cc:** Philip Pridmore; mryder@sky.com Ryder  
**Subject:** Keswick CC

Lynda,

You asked to be brought up to speed on KCC's flood recovery programme. To confirm what I said at the stakeholders meeting recently:

As you know the ground and pavilion have been restored. Work on the cricket square and outfield will be ongoing but this is purely what we might normally do. The cricket square at the centre of the ground has already been relaid, hence the temporary mesh fence around it to protect the surface from dogs and people as the new grass grows and becomes established. We will continue to work on 'scars' on the outfield, those darker green lines left by dump trucks when silt was removed in the aftermath of the flood.

In addition to the above we secured funding from Cumbria Community Foundation (£10,000) and a further £8,000, combined finance from Allerdale Council (£5k) and the local flood recovery fund administered by Lions and Rotary (£3k).

The £10,000 is being spent on landscaping and improving the area to the rear of the pavilion. As you know this has been soft / wet and messy ground at the best of times. Danvic Turf Care Ltd are to introduce a better surface with grass growing through a green honeycomb base in order to provide a firmer, tidier area that will make it easier to remove machinery etc to higher ground in the event of another flood situation. It will also make the area to the rear of the pavilion much more attractive.

All in all the scheme is designed to make the land to the rear of the building more attractive and user friendly.

The £8,000 is to be spent on flood gates for the pavilion doors, all exits and entrances. Plus work on the interior of the building (stops on toilets etc) to try and ensure that water does not enter the building by another means. All the flood gates are to be attached to the building itself and there is no plan for any exterior walls or bunds or anything of that nature.

Both projects will not alter the current status / design / structure of the building and surrounding land, other than to make the building more flood averse and provide a vast improvement that, at the same time, will link in with flood prevention measures.

Best wishes

Keith Richardson (KCC Chairman).

