

## FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the Annual Meeting of Hope Park, Fitz Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on Thursday 28<sup>th</sup> May 2015 at 7.30pm.

---

Present:

Chairman  
Councillor Susan Leighton

Councillors		
David Burn	Martin Jordan	Denstone Kemp
Andrew Lysser	Duncan Miller	Adam Paxon
Lorraine Taylor	Martin Pugmire	Paul Titley

Also present were Catherine Howe (Admin & Finance Officer) and Elizabeth Barraclough (Friends of the Parks). No members of the public or press were present.

### 1. Apologies

Apologies for absence were received from Councillors Lywood (holiday), Price (holiday) and James Hewitt (Head Gardener – Holiday)

### 2. Declarations of Interests

Declarations of interests in respect of items on this agenda were received from:-

Councillor Taylor – Item 14. - Keswick Community Housing Trust – Secretary - (Non-pecuniary)

### 3. Election of Chairman

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

### 4. Election of Vice Chairman

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

Councillor Leighton the newly elected Charitable Trust Chairman then gave a short speech.

Thanks was given to Councillor Pugmire for all the work he did as Chair this past year, and Councillor Jordan for his ongoing work. She also thanked Catherine for all the work she has done, and that she and Wendy will continue to do in helping her take on this new role, and to treat it with the respect it deserves.

The Parks are a great asset to the Town and can be enjoyed by both local people and visitors. To anyone looking round them it is obvious that they are well used and well maintained, but as with any building or park there is always more which can be done.

In his absence Councillor Leighton thanked James Hewitt the Head Gardener and his staff for all their hard work. She wished James well with his retirement plans. Councillor Leighton looks forward to working with the Parks Staff and the new Park Manager when the appointment has been made.

Discussions are continuing as to new areas of development within the Parks, including the Sensory Garden in Wivell Park, and Councillor Leighton is looking forward to the time when the results will be able to be appreciated by all, and especially by those who have physical, sensory and mobility limitations.

Councillor Leighton asked Trustees to keep their contributions in meetings to the timings allocated by the adopted Standing Orders, and only speak once on an item unless she asked them to speak again. Adhering to the Standing orders will enable our work here to be done both efficiently and effectively.

**5. Minutes**

**RESOLVED** that the Chairman sign as a correct record the Minutes of the meeting held on 12<sup>th</sup> March 2015 (pages 13-14). Councillor Jordan gave a brief update on Crow Park wall and Crow Park Road drainage.

**6. Annual Report**

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

**7. Sensory Garden – Wivell Park**

**RECEIVED** an update from Elizabeth Barraclough who was in attendance for this item.

**RESOLVED** that:-

- i. The Trust agree that Friends of the Park look into further funding to meet the design requirements.
- ii. Fitz Park Trust take on the responsibility of administrating the fund.
- iii. An item be placed on the next Trust agenda to receive an update from Elizabeth
- iv. An item be placed on the next Keswick Town Council agenda to look at supporting and possibly helping with funds for this.

**8. Administration & Finance Officer's Report**

**RECEIVED** the Administration & Finance Officer's report for information:-

- i. Welcome to newly elected Trustees
- ii. United Utilities – Parks Project – Capped charge update (Band 1)
- iii. Fitz Park Bowling Club – Removal of Pillars update & car parking arrangements
- iv. Keswick Festival – Events taking place in Fitz Park. Councillor Titley advised Trustees that the Picnic Prom in the Park would now take place on Wednesday 24<sup>th</sup> June.
- v. Keswick's Annual Ram Fair - Townsfield
- vi. **RESOLVED** that the quotation received from Steve Harwood to oversee the Sensory Garden Project at Wivell Park on behalf of the Trust be accepted and he be thanked for the rate given. Further **RESOLVED** that this is to be funded from the current year's professional fees budget.

**9. Head Gardener's Report**

**RECEIVED** the report of the Head Gardener:-

**RESOLVED** that:-

- i. Wivell Bridge Surface - The Head Gardener to contact the contractor again for an update as Trustees were concerned that this work was taking too long, even given the changeable weather.
- ii. Hope Park Shelter – The Head Gardener obtain costings for the interpretation boards discussed at the last trust meeting now that the shelter was in place and correct measurements could be obtained. These costing are to be brought to the next meeting.
- iii. Oak Tree Lower Fitz – The Head Gardener contact Patricia Howell to obtain the details of the individuals that have in the past spoken to her regarding this tree, and then contact them along with the company who approached the Trust to ask for their current offers (to include felling and removal). The Trustees would also like to know what timescale was given for the tree to be felled according to the recent tree survey. This information is to be brought back to the next Trust meeting for a

decision to be made. If and when the tree was felled the company carrying out the work should be asked to leave a 'stump' so that the possibility of another sculpture could be looked at.

- iv. Lower Fitz Banking (between Hogg House and Sports Pavilion) – The Parks Manager, when in post, to look at improving and tidying up this area.
- v. Squirrel Wood Carving Fitz Park – Councillor Titley has spoken to the donor (Northern Red Squirrel Group) who have agreed to fund the carving and a plaque. Once the donation had been received by the Trust contact would be made to Stephen Hay to carry out the work at the agreed price.

**10. Budget Comparisons**

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

**RESOLVED** that, as the Crosthwaite Road Car Park was doing well, a full review of the car park be undertaken in September to include looking at the surface, winter opening, signage and routes to the Town. A site visit to the car park would take place prior to the review to look at the overall area.

Further **RESOLVED** that a 'car park' mobile telephone app be look into, with the possibility of adding Crosthwaite Car Park to it, this would make visitors to the town more aware of the car park.

**11. Assets Register**

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

**12. Keswick WI – Tree Seat Fitz Park**

**RESOLVED** that the details contained in the proposal from the Keswick WI to fund and install a tree seat in Lower Fitz Park be approved on the proviso that they cover all future necessary repairs and maintenance, due to Fitz Park being a charitable trust.

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

**'That in view of the special/confidential nature of the business about to be transacted, it was advisable/in the public interest that the public and/or press be temporarily excluded and they were instructed to withdraw'**

**13. Contracting – Hope Park**

**RECEIVED** an email regarding on street trading.

**RESOLVED** that a letter be sent to the trader in question to notify them the area of land which they used to trade on for some hours on Sunday 17<sup>th</sup> May 2015 is private land owned by Hope Park Trust. Permission had not been sought from the Trust and they must not trade in that area in the future under any circumstances. This area is a public thoroughfare plus the Trusts lessee has exclusive rights to trade on Hope Park land.

Futher **RESOLVED** that the lessee be informed of the above and assurance be given that they have the full support of the Trust.

**14. Contracting – Fitz Park Drainage**

**RECEIVED** a request for permission for drainage in Fitz Park.

**RESOLVED** that the Trustees approve the request in principle, with finer details being agreed at a later date.

The meeting closed at 9pm

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date