

## KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held in the Council Chamber, 50 Main Street, Keswick on Thursday 17<sup>th</sup> October 2013 at 7.30pm.

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Present:

Chairman  
Councillor Martin Pugmire

Councillors

David Burn	Martin Jordan	Denstone Kemp
Susan Leighton	Andrew Lysser	Tony Lywood
Duncan Miller	Lorraine Taylor	Paul Titley

Also present were Lynda Walker (Town Clerk), Catherine Howe (Administration & Finance Officer), no members of the public and 3 members of the press.

**1. Apologies**

Apologies for absence were received from Councillors David Etherden (work) and Keith Taylor (illness).

**2. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on the 19<sup>th</sup> September 2013 (pages 17 – 20).

**3. Requests for Dispensations**

The Clerk reported that no requests for dispensations had been received.

**4. Declarations of Interests**

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

**5. Police Attendance**

PCSO Peter Crome presented the Keswick Neighbourhood Policing Team newsletter and updated crime and detection figures. He also made an appeal for volunteers to take part in a Community Speedwatch initiative.

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

No public were present.

**7. Applications for Development**

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

<b>Plan Ref:</b>	<b>Description of Development Location</b>
<b>T/2013/0130</b>	Removal of dead trees and branches and maintenance work Central Car Park <b>NEUTRAL</b>
<b>7/2013/2134</b>	Replace existing aluminium windows with upvc windows Greystones, Ambleside Road <i>Object – Site visit made - This is in the conservation area and is particularly sensitive overlooking St John's Church. Neighbouring properties have original Victorian sash windows and though this property has aluminium replacement</i>

*windows to the front there are no detailed drawings of the style of windows proposed*

**OBJECT**

**7/2013/2192** Two storey extension and wooden shed to be replaced with store outhouse/workshop  
Cider House, Penrith Road  
*Neutral – Although concerns regarding overlooking onto neighbours*  
**NEUTRAL**

**7/2013/2206** Construction of bicycle storage shed  
Linnett Hill Hotel, 4 Penrith Road  
**NEUTRAL**

*Councillor Jordan left the meeting for the following item due to a Disclosable Pecuniary Interest.*

**7/2013/2219** Local needs dwelling  
65 The Headlands  
*Site visit made – Object, as per previous comments, due to visual impact as the plot is on elevated ground, the access road not being suitable as it degenerates into a narrow grassy track and potential parking issues.*  
*5 LETTERS OF OBJECTION RECEIVED*  
**OBJECT**

*Councillor Jordan re-joined the meeting*

**7/2013/2223** 1 fascia sign and 1 projecting sign  
2 Main Street  
**NEUTRAL**

**7/2013/2229** Kitchen extension, new light well and additional windows  
Crow Park Hotel, The Heads  
**NEUTRAL**

**7/2013/2233** Window replacement and repair, front door replacement, garage door replacement, flue for internal wood burner  
Oak Cottage, Ambleside Road  
**NEUTRAL**

**7/2013/2234** Window replacement and repair, front door replacement, garage door replacement, flue for internal wood burner (Listed Building consent)  
Oak Cottage, Ambleside Road  
**NEUTRAL**

**7/2013/2245** Repairs and minor alterations  
Toll Cottage on junction of Chestnut Hill, Toll Bar Cottage  
**NEUTRAL**

ii) **RECEIVED** an update on National Park planning decisions.

iii) **RECEIVED** Development Management Newsletter Autumn 2013 giving details of recent changes to the planning system

**8. Payment of Accounts**

**RESOLVED** that the accounts for October 2013 as approved by the Inspection Committee be authorised for payment:

- i) For the Town Council, vouchers 110 – FR6 amounting to £32658.38 (thirty two thousand six hundred and fifty eight pounds and thirty eight pence)
- ii) For the Trusts, vouchers HP55 – FP49 amounting to £3728.88 (three thousand seven hundred and twenty eight pounds and eighty eight pence)

**9. Audit for the Year Ended 31 March 2013**

**RESOLVED** that the Annual Return for the year ended 31 March 2013 be approved and accepted.

**10. Quarterly Budgets**

**RECEIVED** for information the quarterly budget comparisons.

**11. Managing Radioactive Waste Safely – Consultation on Site Selection Process**

Consideration was given to the Government's consultation paper about revising the siting process for a Geological Disposal Facility for higher activity radioactive waste, as part of the Managing Radioactive Waste Safely programme. The Clerk reported that a briefing note for Local Councils had now been received from Cumbria Association of Local Councils (CALC).

**RESOLVED** that the Clerk circulate the briefing note from CALC and that an item be included on the agenda for the next Town Council meeting.

**12. Consultation on Housing Provision Supplementary Planning Document**

Consideration was given to a suggested response prepared by Councillor Etherden on behalf of the Housing Working Group to the Lake District National Park's consultation on proposed changes to the Housing Provision Supplementary Planning Document.

**RESOLVED** that the response be submitted as drafted but with the inclusion of a suggested exception to section 3.3 where a strong local connection can be established.

**13. Busking in Market Square**

At the request of Councillor Lywood, consideration was given to installing signs providing information for the guidance of buskers in the Market Square.

**RESOLVED** that the proposed signs be provided to be funded from the current year's communications budget.

**14. Assets of Community Value – Keswick Council Offices**

**RECEIVED** confirmation that the Borough Council's Listing Panel has reached the decision to list the Council Offices at 50 Main Street as an asset of community value.

**15. Business Plan**

The Clerk reported on progress in relation to Theme 1 (Governance) of the adopted Business Plan.

**RESOLVED** that the 'Update' column of the Action Plan document be completed prior to the meeting in future and that any issues arising be highlighted at the meeting.

**16. Clerk's Report**

**RECEIVED** the Clerks' report.

**RESOLVED** that the precept for 2014/15 be set at the December meeting.

**17. Reports from Ward Representatives**

**RECEIVED** reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives – Councillor Pugmire reported that he had attended a training session on the Code of Conduct and Declaration of Interests.
- ii) Cumbria County Council Ward Representative – County Councillor Lysser reported on a site visit he had organised with Karl Melville, the new Area Highways Engineer, where a number of issues had been raised including:
  - Uneven kerbing on the Market Square area
  - Repairs to damaged bench
  - Ownership of Market Square
  - Paving at the Library
  - Damaged kerbing along Station Road

He reported that the Highway Steward Scheme was to be reinstated.

**18. Reports from Outside Bodies**

**RECEIVED** reports from the following representatives on outside bodies:

- i) Keswick Flood & Emergency Recovery Group – Councillor M Pugmire reported that Emily Thompson had resigned from the post of Project Manager and arrangements were in hand to secure a replacement.
- ii) Keswick Youth Centre – Councillor D Etherden

**19. Mayor's Engagements**

**RECEIVED** details of the Mayor's calendar of duties.

**20. Correspondence**

**RECEIVED** the following correspondence:-

- i) Allerdale BC – Allerdale Local Plan (Part 2) – Site Allocations
- ii) Lake District National Park Authority – Notification of publication of Inspector's report for the Allocations Plan and Minerals Plan
- iii) CALC – National Grid – North West Coast Connections Project
- iv) Forestry Commission England – Ramorum disease of larch trees
- v) Edwin Thompson – Mirehouse Forest Plan Consultation

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

*'That in view of the special or 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'*

*The Town Clerk and Administration and Finance Officer also withdrew from the meeting.*

**21. Staffing**

**RECEIVED** report of Clerk.

**RESOLVED** that the Staffing Panel review the existing and proposed Job Descriptions for the posts involved and a report be brought back to the next meeting.

The meeting closed at 10.20 pm

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Chairman

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Dated