

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS
017687 73607

12th October 2017

A meeting of Keswick Town Council will be held in the Council Chamber, First Floor, 50 Main Street, Keswick on **Thursday 19th October 2017 at 7.30pm. The press and public are welcome to attend.**

Prior to the meeting, **at 7.00pm**, representatives of United Utilities will be present to provide an update on the West Cumbria Supplies project and to consult on potential changes.



Lynda Walker
Town Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To authorise the Chairman to sign as a correct record the minutes of the Town Council meeting held on the 21st September 2017 (pages 22-26).
- 3. Requests for Dispensations**
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 4. Declarations of Interests**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting). Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Clerk at least 24 hours in advance of the meeting

- 5. Police Report**
To receive the report of the Allerdale Rural Neighbourhood Policing Team - a Police Community Support Officer will attend when on duty and available.
- 6. Matters to be received from the Public**
Such matters may be received throughout the meeting, however items raised should not be discussed for longer than ten minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.

7. Matters to be raised by Councillors

An opportunity for Councillors to raise any unforeseen matters which are not on the agenda, with the consent of the Chair, and which do not require a decision – items raised should not be discussed for longer than 10 minutes.

8. Applications for Development

- i) To examine applications for development and submit observations to the Lake District National Park Authority.
- ii) To receive update on National Park planning decisions.

9. Vacancy on the Planning Group

Following the resignation of Councillor Lysser to consider appointing a replacement representative on the Planning Group (current members Councillors Daniels, Miller and Titley).

10. Mayor's Engagements

To receive details of the Mayor's engagements and meetings attendance for the period 15th September 2017 – 12th October 2017.

11. Reports from Ward Representatives

To receive reports from the following representatives:

- i) Allerdale Borough Council
- ii) Cumbria County Council
- iii) LDNPA North Distinctive Area Parishes Representative

12. Payment of Accounts

To confirm the payment of accounts for October 2017 as approved by the Inspection Committee (to be circulated at the meeting):

- i) For the Town Council
- ii) For the Trusts.

13. Quarterly Budgets

To receive for information the quarterly budget comparisons.

14. Audit for the Year Ended 31 March 2017

To approve and accept the annual return for the year ended 31 March 2017 including the certificate of conclusion of the External Audit and to report that no matters were arising.

15. County Square War Memorial Update

To consider the report of Councillor Miller.

16. Provision of CCTV in Keswick

To receive an update from Councillors Burn and Kendall.

17. PUPs Clock

To agree work to be carried out to the 'PUPs' clock on the Council building (report from Cumbria Clock Company enclosed), to be funded from the Market Towns Grant provided by Allerdale Borough Council (£10,000 available to cover this work and CCTV provision).

18. Works to 85289 Borrowdale Road

To consider a request for support from Borrowdale Parish Council.

19. Clerk's Report

To consider the Clerk's report.

20. Minutes of Committee Meetings

To receive for information the Minutes of the Events Committee meeting held on 22nd September 2017.

21. Correspondence

To receive details of the following correspondence:

- i) Peter Knowles – Olympic style rowing on Derwentwater
- ii) Mrs Mary Douglas – dogs in Keswick
- iii) Sally Bickerdyke – creation of a show ground for Keswick
- iv) United Utilities – update on West Cumbria supply project
- v) RAF Spadeadam – RAF Centenary Celebrations
- vi) Cumbria County Council – Cumbria Minerals and Waste Local Plan Adoption

Prior to the following business the Chairman will move the following resolution:

'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted'

22. Contracting – Internal Audit

To consider the report of the Responsible Financial Officer.

23. Staffing

To receive the report of the Clerk.

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held in the Council Chamber, 50 Main Street, Keswick on Thursday 21st September 2017 at 7.30pm.

Present:

Chairman
Councillor Susan Leighton

Councillors

David Burn	Allan Daniels	Martin Jordan
Denstone Kemp	Graham Kendall	Tony Lywood
Duncan Miller	Adam Paxon	Martin Pugmire
Paul Titley		

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), Geoff Davies (LDNPA NDA Parishes representative), 1 member of the press, PCSO Catherine Smith, and 11 members of the public.

104. Apologies

No apologies for absence were received.

105. Resignation

The Clerk reported the resignation of Councillor Andrew Lysser. The Mayor expressed thanks for all the hard work he had carried out as a member of the Town Council and said that he would be hard to replace. She applauded his extensive local knowledge which would be sadly missed.

106. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 17th August 2017 (pages 17-21).

107. Requests for Dispensations

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

108. Declarations of Interests

All Councillors – item 10 (i) application no. 7/2017/2211 – Town Council is trustee of Fitz Park.

109. Police Attendance

RECEIVED the report of the Allerdale Rural Neighbourhood Policing team for August. 18 crimes had been reported in the Keswick area during August 2017 with 4 anti-social behaviour incidents reported during the month (this compared with a total of 21 incidents for the same period in 2016). PCSO Catherine Smith was in attendance and highlighted the increase in shoplifting incidents – she stated that more intelligence was required.

It was agreed to bring forward item 9 on the agenda.

110. Keswick Town Meeting

The Mayor gave an update regarding the cancellation of the Town Meeting scheduled for Monday 18th September 2017 concerning the Keswick Convention. Following Keswick Ministries announcement that they were committed to holding regular liaison meetings in the form of community drop in sessions for Keswick residents to raise issues of concern, and pending the report of the Council's Events Committee on how better co-ordination of town events might be achieved, a decision had been taken to cancel the proposed meeting. She stated that monitoring these developments and encouraging local people to take up the offers to meet event organisers as the opportunities arose would be high on her agenda.

The Clerk advised that she had been notified that six electors were prepared to call a Town Meeting and she was awaiting the signed request before putting arrangements in hand.

111. Matters to be received from the Public

Rev'd Charles Hope spoke regarding Keswick Convention which had been started by one of his predecessors. He expressed concern about the way in which the issues had been reported in the media and possible reputational damage to Keswick as well as to Keswick Ministries. He urged everyone to find ways of working together to resolve the issues.

Veronica Wood spoke about the benefits of Keswick Convention particularly to local Churches and stated that different groups in the town benefited from different events.

Brian Price said that there had been adverse comments on both sides of the debate and accused the Town Council of bias in cancelling the proposed Town Meeting. He stated that the Town Council had been judged and found wanting. He further stated that he had the signatures of six electors who were prepared to call for a Town Meeting but that they wanted the Town Council to do this.

The Clerk advised that an annual Town Meeting had to be called by law, and the next one was scheduled for Thursday 19th April 2018. Any issues could be raised at these annual meetings, which were usually poorly attended.

112. Matters to be raised by Councillors

Councillor Titley responded to the comments made by Mr Price stating that Councillors were judged at election time and pointed out that a vacancy now existed on the Town Council.

Councillor Paxon felt that there was a need to be apologetic to electors and that everyone should work together and show consideration for others.

Councillor Miller said that he had attended the meeting between Keswick Ministries and local businesses and he too was concerned about public relations. He felt that more dialogue was needed. Councillor Pugmire said that he could see no negative side to allowing people to have their say about the negative impact of some events on the town.

113. Applications for Development

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

Plan Ref.	Description of Development Location
T/2017/0145	Fell 1 x willow tree 9 The Hollies, High Street <i>No comments made</i> SUPPORT
T/2017/0151	Silver birch (T1) - remove 2 limbs; Beech (T2) - crown lift canopy 21 Stanger Street <i>No comments made</i> SUPPORT
7/2017/2110	3 replacement windows on front of house 6 High Street <i>Support - wooden windows with appropriate design for the area</i> SUPPORT
7/2017/2164	Replacement of existing lounge window with smaller bay window Little Bield, Chestnut Hill <i>No comments made</i> SUPPORT

- 7/2017/2193** Extensions & alterations to micro-brewery building, shop and visitor areas
The Old Brewery, Brewery Lane
Support – happy to see a local business expanding, 1 or even 2 more staff will be needed which is excellent and sensible business development
SUPPORT
- 7/2017/2194** Alterations to garden room not in compliance with condition no 2 of application ref 7/2017/2119 - change roof from pitched to lean to on small garden room; change lower and upper window type, re-position upper window, entrance door and side window and roof over entrance in games room; - stone face garden room
6 Penrith Road
Support - alterations to original plans that look to be in keeping/sensible
SUPPORT
- 7/2017/2195** Detached garage
1 Manor Cottages, Manor Brow
No comments made
SUPPORT
- 7/2017/2202** Proposed car port
Borrowdale View
No comments made
SUPPORT
- 7/2017/2206** Replace existing street light columns with 12 x low level bollard type lights
Keswick Leisure Pool, Station Road
Support - elegant project
SUPPORT
- 7/2017/2207** Proposed development is for the removal of an existing modular classroom building and construction of a new two storey six classroom building.
Sports Grounds and Premises Keswick School
Support - sits well with existing adjacent buildings and good to see modular classrooms being replaced
SUPPORT
- 7/2017/2210** Free standing illuminated pole sign (relocation of existing pole sign)
High Hill Garage, High Hill
Support - very little difference
SUPPORT
- 7/2017/2211** 2 fixed signs to each side of bridge
Fitz Park, Station Road
Declared interest – Applicant is Keswick Town Council
DECLARED INTEREST
- 7/2017/2212** Replacing existing conservatory
Moorside, Lonsties
Support – subject to no concerns from near neighbours house of which are not on the title plan
SUPPORT
- 7/2017/2217** Amendments to an approved water supply connection from Thirlmere to West Cumbria (ref 7/2016/2027): Bridge End, Thirlmere - revised water connection, including extended compensation flow channel, revised layout and extension of working area. St. John's Beck - extension of working area. Smaithwaite - realignment of pipeline and extension of working area. Naddle Valley - realignment of pipeline. Castlerigg -

proposed tunnel, tunnel shafts, contractors' compound and temporary access tracks.
 Chestnut Hill - realignment of approved pipeline to the east of A591. Chestnut Hill -
 amendments to temporary construction accesses from the A591 onto the working area.
 Sheepdog Field, Keswick - extension of working area. Bassenthwaite - realignment of
 pipeline. Isel, Blindcrake - extension of working area.

Bridge End Water Treatment Works

Support - in belief that the applicant has the expertise in this area we would hope that every effort has been made to cause the least disruption for Keswick town. Extremely complex. The approaches are already under construction so assumption is that planning will be approved. Although the Town Council and Lake District National Park Authority should be very clear on control of disruption to town

SUPPORT

- ii) **RECEIVED** update on National Park Planning Decisions.

114. Mayor's Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 11th August 2017 – 14th September 2017

115. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – Councillor Lywood reported that new signs for the Allerdale car parks in the town were on the way which should be of benefit. He reported more delays to the work on the Moot Hall which should be finished by Christmas.
- ii) Cumbria County Council – Councillor Lywood reported that he was pushing to get funding to improve the public footpath to Portinscale and to provide disability crossings in the town. He stated that the County Council had agreed to place a 'No overnight parking' sign on the old road at Long Bridge, Portinscale. He asked for comments on a suggestion by County Highways officers of putting double yellow lines around the Market Square which could help reduce the number of falls. Work had also been promised to remove the kerbs outside Friars' shop as an experiment. Councillors agreed to yellow lines provided they were thin ones (as in Lake Road). Councillor Kendall provided an update on progress with the road safety audit commissioned to address the issue with trips and falls in the Market Square. The report was expected in the near future and he felt that no action should be taken until this had been received. It was agreed to wait for the report before consenting to any double yellow lines in the Market Square.
- iii) LDNPA North Distinctive Area Parishes Representative – Dr Geoff Davies advised that he was hopeful that funding would be forthcoming to repair the old railway line footpath to Threlkeld following the flood damage. Councillors queried figures contained in his report relating to the number of holiday homes/second homes in Keswick which he agreed to revisit and to send a revised version if necessary.

116. Town Council Logo

Councillor Kendall presented a report including design options for a new logo for the Town Council. **RESOLVED** that design 'F' be adopted as the new Keswick Town Council logo with immediate effect.

117. Allocation of Market Towns Grant

Consideration was given to projects to be funded from the £10,000 Market Towns grant from Allerdale Borough Council for 2017/18.

RESOLVED that improvements to the 'Pups' clock on the Council offices and provision of CCTV in the Market Square be put forward to the Borough Council for approval.

118. Payment of Accounts

RESOLVED that the accounts for September 2017 as approved by the Inspection Committee be authorised for payment for:

- i) The Town Council, vouchers 112 – 136 amounting to £20,401.57 (twenty thousand, four hundred and one pounds and fifty seven pence)

- ii) The Trusts, vouchers HP76 – FP109 amounting to £38,260.67 (thirty eight thousand, two hundred and sixty pounds and sixty seven pence)

119. Market Square Kerbs

It was agreed that this item had been covered under the County Councillor's report.

120. Provision of CCTV in Keswick

Councillor Burn reported that he and Councillor Kendall had met PCSO Catherine Smith and it was likely that useful CCTV coverage of the Market Square could be installed for approximately £2,500. A further report would be submitted to the next meeting.

121. Minutes of Committee Meetings

RECEIVED for information the minutes of the Events Committee meeting held 18th August 2017.

122. Reports on Liaison Meetings

RECEIVED a report on the following meetings:

- i) Derwent 7 meeting held on 4th September 2017 attended by the Mayor and Councillor Titley
- ii) CALC Allerdale 3 tier meeting held on 19th September 2017 – Councillor Pugmire had been unable to attend so no report was received. -

123. Clerk's Report

RECEIVED the Clerk's report.

RESOLVED that £1,000 be allocated from the contingency amount in the 2017/18 budget to provide administration support for the development of the Keswick Neighbourhood Plan.

124. Correspondence

RECEIVED details of the following correspondence:

- i) United Utilities – condition of playing fields at Keswick School
- ii) United Utilities – West Cumbria Water supply project update
- iii) Rural Services Network – Growing a Rural Community Survey for Cumbria
- iv) Cumbria County Council – Cumbria Minerals and Waste Local Plan – Inspector's report
- v) Cumbria County Council – consultation on planning design guide
- vi) CALC - LDNP Management Plan 2015-2020

Prior to the following business the Chairman moved the resolution:

'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted'

125. Staffing

RECEIVED a report from the Clerk following interviews held on 20th September 2017 for the post of Senior Gardener.

RESOLVED that the Clerk be authorised to seek appropriate professional HR advice if necessary to be funded from the contingency provision in the 2017/18 budget.

The meeting closed at 9.30 pm

Chairman

Date



Keswick Town Council update from Allerdale Rural

Neighbourhood Policing Team

Thank you for your invite to attend the **Keswick Town Council Meeting on Thursday 19th October 2017** at 7.30pm. I am able to attend, operational commitments allowing.

Please do pass on my apologies if it transpires I cannot attend and do not hesitate to make me aware of any matters arising from the meeting, which I may be able to help with.

There have been **27** incidents reported to the Police for the area of **Keswick** since the last meeting. This is in comparison to **38** incidents for the same period in 2016.

Anti-Social Behaviour incidents: 7

Crimes Reported: 20

A summary of the reportable crimes and incidents follow.

Anti-Social Behaviour:

On the 8th of September 2017, police were called to a town centre supermarket after a report had been received about youths being disruptive and threatening. Police attended and spoke to a group of youths. There were no offences.

On the 12th of September 2017, police received a report of scrambler bikes in the Brundholme woods area. Police attended and conducted an extensive area search which was negative. Intelligence in relation to this incident was submitted for patrols to pay passing attention.

On the 30th of September 2017, police received a report of drunken and aggressive behavior at a local campsite. However, before attending, police were re-contacted stating that campsite staff had received a full apology and no longer required attendance.

Shoplifting, Burglary and Theft:

On the 1st of September 2017, police received a report of suspects attempting to make off with a trolley load of goods valued at in excess of £700. One of the suspects was apprehended and has been charged and summonsed to court.

Sometime between the 1st and 2nd of September 2017, a guest at a town centre hotel noticed credit cards and £60 cash had been taken from inside their room. This crime is still under active investigation.

On the 3rd of September 2017, suspects have entered a store in the area of Main Street and made off with goods to the value of £120 from a display stand. Crime prevention advice has been given and the business will be installing CCTV and re-arranging the internal layout.

On the 3rd of September 2017, the theft of a jacket valued at £295 was reported from a store in Market Square. All lines of enquiry were pursued but a suspect has yet to be identified.

Between the 14th and 18th of September 2017, police received a report that over £900 in cash had been removed from a locked safe at a business premises on Lake Road. The location of the key to the safe was known to all staff and there was no CCTV coverage in the area. Crime prevention advice has been given.

On the 26th of September 2017, an offender has entered a town centre supermarket, filled a trolley with approximately £700 of alcohol and toiletries and left the store failing to pay. The suspect was apprehended, has been charged and summonsed to court.

On the 27th of September 2017, police received a report from a hotel in the Borrowdale area where offenders have asked for a room, slept the night and left the following morning without making payment. The hotel held no details of the suspects, however the crime is still under active investigation.

Criminal Damage:

On the 1st of September 2017, police received a report of damage to a window of a motor cruiser at a local marina possibly caused by a stone. Whilst acknowledging this could feasibly have been accidental damage, a crime number was required for insurance purposes.

Also on the 1st of September 2017, police received a report of damage to a window of a domestic property in the area of Netherfield. Although young children had been seen throwing stones earlier, the housing provider insisted it was reported to obtain a crime reference number.

Between the 2nd and 4th of September 2017, police received reports of criminal damage to a footbridge in a local park. Unfortunately, there was no

CCTV, forensics, witnesses or suspects. The signs will not be replaced to avoid further occurrences.

Public Order:

On the 19th of September 2017, a female sustained minor injuries after being bitten by a dog. The injured party did not want to pursue a formal complaint so the crime was closed.

On the 21st of September 2017, police received reports of a female having been bitten by a dog leaving a wound requiring stitches. This crime is still under active investigation.

On the 23rd of September 2017, police received a report from a manager of a shop on Station Street about an abusive and threatening customer who had been asked to remove an aggressive dog from the store. He objected as Keswick is supposed to be a dog friendly town and this store has a no dog policy.

If anybody has any information that will assist Police with any of the aforementioned incidents, please make contact on 101 or speak to a Police officer or PCSO.

**Alternatively information can be passed anonymously to
CRIMESTOPPERS on 0800 555 111**

Our new web-site is up and running and you can find general advice and information on how to deal with some situations, and who would be best to contact to assist with them. www.cumbria.police.uk/services

Crime figures can be obtained via the Cumbria Police Website:
Alternatively use the following link:

<https://www.cumbria.police.uk/Your-Area/Your-area.aspx>

Once you have opened the link follow the below

- Find your Neighborhood
- Enter your location / postcode
- Explore crime map

- Click on area
- Click on each incident for details

For road traffic collision data please follow the below link (search by post code as it defaults to Gateshead): -

<http://gis2.gateshead.gov.uk/GatesheadMaps/RRS/>

A message from Allerdale Rural Neighbourhood Policing Team

Crime prevention over the winter months

With the winter months drawing in, properties can become more vulnerable in the dark as criminals can move around more freely and are at less risk of being seen entering properties or trying out insecure cars.

As it becomes darker earlier, please consider the following safety advice:

- Fit burglar alarms and good outside security lighting.
- Lock doors and windows before you go out.
- Leave a light on in a room and draw curtains when you go out at night.
- Remove keys from locks and keep out of reach of windows and doors.
- Ensure your house is secure, preventing someone entering, when you are busy elsewhere in the house or garden.
- Ensure side gates and sheds are locked.
- Keep gifts, cash and valuables safe and well hidden, so they can't be seen or reached by thieves.
- Postcode your valuables with a UV pen, consider registering your valuables with immobilise.com.

Rural Crime: Protect your Livestock & Farm Machinery:

Grazing animals & farm machinery can be targeted by thieves at this time of the year. There are ways that you can combat this:

- Keep hedges, fences and gates in good repair to assist security and visibility.
- Be vigilant, make regular checks and encourage your neighbours to report the presence of strange vehicles. A registration number will be valuable.

- If livestock is stolen, it is important that you can give police an accurate description.
- Ear tags and horn brands can help to identify livestock.
- Select DNA, security marking. This can be purchased from your Farm Watch co-ordinator (myself)

Protect Yourself:

Where possible don't walk alone after dark.

- *Keep to well-lit streets avoiding alleys and shortcuts.*
- *Watch out for your friends, stay together and get home safely.*
- *Consider getting a registered taxi home.*

Report anything suspicious

Please let us know as soon as possible if you see anyone behaving suspiciously; many criminals are apprehended due to information from members of public. Telephone: 101, or if a crime is in progress: 999. If you have information regarding crime you can also contact Crimestoppers anonymously on 0800 555 111. You will not be asked for your name or any details.

Cumbria Community Messaging

Please pass this message onto friends, family and residents of your areas to re highlight the issue.

If you would like to join Cumbria Community Messaging then please contact us or visit: www.cumbriacommunitymessaging.co.uk

It is managed by the Cumbria Neighbourhood Watch Association and offers you and other members of communities across Cumbria the means to receive crime information from Cumbria Police. You can select which information you wish to receive by managing your own settings, and it is completely FREE. Anyone can join, you do not have to be a member of Neighbourhood Watch (NHW), or become a member of NHW to join. Farm Watch, Church Watch and Camping and Caravan Watch are a small example of the schemes that you can register for. You can join as an individual or as a group. If you want to receive information but do not wish to be responsible for a larger group, you are still welcome to make use of this messaging system.

As well as Cumbria Constabulary the partners providing information are Cumbria County Council, Cumbria Fire and Rescue Service and Cumbria Neighbourhood Watch Association. If you do not have internet access, contact your local PCSO and they will aid in registering your details on the system.

YOU CAN ALSO FOLLOW CUMBRIA POLICE ON TWITTER AND FACEBOOK. THESE WILL GIVE TRAFFIC REPORTS AND INFORMATION IN RELATION TO CUMBRIA POLICE AND ANY UNEXPECTED INCIDENTS.

www.twitter.com/cumbriapolice

or

<https://www.facebook.com/cumbriapolice>

Contact can be made to: call 101

For emergency always call 999

Your local Inspector is Inspector 1915 Rachel Gale

Your local Sergeant is Sergeant 1113 Gillian Atkinson

Your local Police Community Support Officer is:

PCSO 5356 Catherine Smith

PCSO 5376 Todd Stuart

Email: catherine.smith@cumbria.police.uk

Email: Todd.Stuart@cumbria.police.uk

Thank you.

Planning Applications received between 15/09/2017 - 12/10/2017

Plan ref	Location	Description of Proposed Development
T/2017/0156	Land to rear of 19 Brandlehow Crescent, Keswick. CA12 4JE	T5 - Lop low level branches
T/2017/0163	Calvert Way, Keswick. CA12 4NQ	W1 - Crown lift trees 4-5 metres and prune to create clearance from buildings
T/2017/0168	Derwent Service Station, Penrith Road, Keswick. CA12 4JP	Mature Oak, Quercus Robur (T1) Dead wooding to mature limbs of tree
7/2017/2218	24 Stanger Street, Keswick. CA12 5JU	Works to an existing house conversion to improve external access to the three flats within (with the addition of an extension stairwell to replace the existing entrance porch) and add to external amenity with 2 no new balconies. Internal renovation works.
7/2017/2224	Brigham Forge Cottages, Forge Lane, Keswick. CA12 4NX	Retention of internal refurbishment of flood damaged properties and replacement windows and doors
7/2017/2225	Garden House, 38 Southey Street, Keswick. CA12 4EF	Erection of new dwelling without complying with condition no 2 of application ref 7/2015/2234 -
7/2017/2236	Fern Lea, Penrith Road, Keswick. CA12 4LJ	New single storey dwelling and access
7/2017/2237	Area of land at Isthmus, Keswick.	Construction of a Rowing Boat storage area and placement of storage containers and portable welfare units
7/2017/2247	8 Southey Street, Keswick. CA12 4EF	Use as a dwelling house
7/2017/2250	Meadow Sweet, Lonsties, Keswick. CA12 4TD	Proposed local needs dwelling

NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing, prior to the meeting regarding any of the planning applications on this sheet.

Decisions Received from LDNPA

Planning Decisions Received between 15/09/201 & 12/10/2017

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2017/2211	October-17	Fitz Park, Keswick	..	2 fixed signs to each side of bridge	DECLARED INTEREST	NOTICE OF EXPRESS CONSENT SUBJECT TO CONDITIONS		

KESWICK TOWN COUNCIL**TOWN COUNCIL MEETING 19th October 2017****MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 15th September 2017 – 12th October 2017

Friday 15 September	Kendal Torchlight Carnival and Reception - held at Kendal Town Hall
Saturday 16 September	Dementia Friends Awareness Session – held at St John's Church Keswick
Wednesday 20 September	Interviews for Senior Gardener Position - held in Council Chamber, Keswick
Friday 22 September	Keswick School Prize Giving Ceremony and Reception - held at Keswick School
Saturday 23 September	Official opening of the new Knight's Bridge - joint opening with Trust Chair - held at Fitz Park, Keswick
Wednesday 27 September	Dementia Action Alliance Drop In - held at Drop-in Centre, Heads Road, Keswick
Thursday 28 September	British Women Climb Exhibition preview evening - held at Keswick Museum and Art Gallery
Friday 29 September	Interviews for Senior Gardener Position - held in Council Chamber, Keswick
Thursday 5 October	Second Interview for Senior Gardener Position – held in Council Chamber, Keswick

Please note, additional information provided as follows:

Supporting Attendance Information:**Kendal Torchlight Carnival and Reception - held at Kendal Town Hall**

Friday 15 September

A very well organised event, and an opportunity to chat to other Mayors from the County, and to see the Vintage car and Tractor display and a variety of floats, walking, dancing and Band exhibit.

Dementia Friends Awareness Session – held at St John’s Church Keswick

Saturday 16 September

An opportunity to update my awareness of Dementia and how it impacts people. This was part of the Keswick Dementia Action Alliance aim to enable Keswick to become a Dementia Friendly town.

Interviews for Senior Gardener Position - held in Council Chamber, Keswick

Wednesday 20 September

First round of interviews.

Keswick School Prize Giving Ceremony and Reception - held at Keswick School

Friday 22 September

An interesting opportunity to share the success of many pupils (past and present), and to meet with The Head and Deputy Head Teachers, the Mayor of Allerdale and Trudy Harrison our local MP.

Official opening of the new Knight’s Bridge - joint opening with Trust Chair - held at Fitz Park, Keswick

Saturday 23 September

It was with great relief that this Bridge is now fully open and appreciated by many. Another sign that the recovery from Storm Desmond is nearing completion.

Dementia Action Alliance Drop In - held at Drop-in Centre, Heads Road, Keswick

Wednesday 27 September

Morning spent talking with local people and with staff from Cumbria County Council, Age Uk and Amy’s Care who are all part of the Keswick Dementia Action Alliance.

British Women Climb Exhibition preview evening - held at Keswick Museum and Art Gallery

Thursday 28 September

An interesting Exhibition with an opportunity to talk with Angela Soper a well known British Climber.

Interviews for Senior Gardener Position - held in Council Chamber, Keswick

Friday 29 September

A second set of first round interviews.

Second Interview for Senior Gardener Position – held in Council Chamber, Keswick

Thursday 5 October

Report from the North DA Parishes Member of the LDNPA – September 2017

At the meeting of full Authority on 20th September, we agreed to endorse the Cumbria Cycling Strategy and work with partners to secure resources and funding to deliver the aims of the Strategy. Where has this Strategy come from, and what does it consist of?

The original impetus was the Department for Transport's Cycle Delivery plan published in October 2014. This stated the Government's vision for cycling and walking to become the natural choice for shorter journeys or as part of a longer journey – regardless of age, gender, fitness level or income. Local authorities who wanted to work in partnership with Government to deliver on these aims had to produce a long-term vision for cycling and walking and an action plan to show how this could be funded and delivered. The Cumbria Cycling Partnership (under the chairmanship of Richard Leafe) was formed to develop the Cycling Strategy. The original members were the County Council, Active Cumbria, British Cycling, the LDNPA, Cumbria Tourism, the six Cumbrian District Councils, Sustrans and the National Trust. Subsequently new partners have joined including the Yorkshire Dales NPA, the Morecambe Bay Partnership and private sector businesses such as BAE systems and Siemens.

The Strategy contains four priority themes:

- Promoting cycling as part of a healthy lifestyle;
- Enabling cycling to support the Cumbrian economy;
- Promoting Cumbria as an excellent place to cycle;
- Improving the cycling infrastructure to enable more cycling.

The overall aim of the Strategy is to increase the amount of cycling in all forms in Cumbria. To that end, partners have, for each of the four themes, identified actions that they could take. They recognise that they will need to bid for external funding to deliver the strategy. Having a strategy in place can help to secure funding, for example by enabling a timely response to Government funding initiatives.

You can find the version of the Strategy that was presented to the Authority at

http://www.lakedistrict.gov.uk/_data/assets/pdf_file/0016/1000069/2017_09_20-Cumbria-Cycle-Strategy-Annex-1.pdf

An access and recreation strategy is part of the Local Plan Review process and the relevant topic paper, which complements and builds on the Cycling Strategy, can be found at

http://www.lakedistrict.gov.uk/_data/assets/pdf_file/0007/924820/Access-and-Travel-Main-Issues-Paper-V6.pdf.

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

KESWICK TOWN COUNCIL

GENERAL FUND - ADMINISTRATION

1st April 2017 - 31st March 2018

Budget Summary as at 30 September 2017

2nd Quarter

	AGREED Budget for year 17/18	Expenditure to 30.09.17	% of budget spent	
Expenditure:				
Salaries, Nat ins & Pension (18.9%) & Pension Deficit	96515	45018	46.64	
Payroll - Outsource Costs	360	157	43.61	
Rent	7100	3550	50.00	
Rates	4008	2395	59.76	
Building Service Costs	5000	0	0.00	
Repairs - Decorating/Carpets/Upgrades	500	10	2.00	
Insurances	600	926	154.33	Recharge to be made
Subscriptions	735	626	85.17	
Conferences/Training	750	246	32.80	
Stationery	1000	682	68.20	
Postage	400	149	37.25	
Telephone & Internet	750	337	44.93	
Photocopier	1400	591	42.21	
Computer maintenance/support	1200	561	46.75	
Office Equipment	300	0	0.00	
Staff Expenses	300	0	0.00	
Ex Employee Pension	1300	328	25.23	
Health and Safety	50	0	0.00	
Website (Annual Fee)	280	175	62.50	
Council Chamber/Meeting Expenditure	150	104	69.33	
Quality Award	100	0	0.00	
Election Provision	0	0	0.00	
Total Expenditure:	122798	55855	45.49	

	AGREED Budget for year 17/18	Income to 30.09.17	% of budget income
Income:			
Photocopies	0	0	0.00
Council chamber rental	50	0	0.00
Total Income:	50	0	0.00

To be allocated:	122748	55855	45.50
-------------------------	---------------	--------------	--------------

	Agreed allocation 17/18	% of allocation to date
Allocation:		
General Fund - (60%)	73648	33513
Hope Park - (20%)	24550	11171
Fitz Park - (20%)	24550	11171
	122748	55855

KESWICK TOWN COUNCIL

GENERAL FUND

1st April 2017 - 31st March 2018

Budget Summary as at 30th September 2017

2nd Quarter

	AGREED Budget for 17/18	Expenditure to 30.09.17	% of Budget	
Expenditure:				
General Administration	73648	33513	45.50	
Grants to outside bodies	15000	12950	86.33	
Christmas Lights	30000	12632	42.11	
Mayors Allowance	2000	1500	75.00	
War memorial	1500	946	63.07	
Townsfild	1300	400	30.77	
Open Spaces	1000	500	50.00	
Fitz Park - Grant from KTC (deficit)	105848	52924	50.00	
Communications (Newsletter/Neighbourhood Plan)	500	0	0.00	
Audit Fee/Accounts Preparation	1775	15	0.85	
Contingency Sum	5000	170	3.40	Env Permit
Keswick Events	10000	10000	100.00	
Events Co-ordinator	2520	2520	100.00	
Floral displays	7000	6472	92.46	
Allotments Expenditure	600	496	82.67	
Annual Parish Meeting (inc room hire & refreshments)	100	0	0.00	
Advertising	250	272	108.80	Overspend due to Town Meeting advert
Event Banner Expenditure	100	0	0.00	
Promotional gifts to civic visitors to Keswick	250	120	48.00	
Civic Pride Award	300	0	0.00	
TOTAL EXPENDITURE:	258691	135430	52.35	

	AGREED Budget 17/18	Income to 30.09.17	% of Budget
Income:			
Precept	220930	220930	100.00
Grant to Fitz Park - ABC	20000	20000	100.00
Council Tax Support Grant	1879	939	49.97
Bank/Investment interest (inc War Memorial)	5	0	0.00
Walker Park rent	12267	12267	100.00
Allotments Income - Rent	600	345	57.50
Events Banners Income	600	1393	232.17
Christmas Light Contribution	0	0	0.00
Townsfild Interest	10	9	90.00
Contribution from General Reserves	2400	2400	100.00
TOTAL INCOME:	258691	258283	99.84

	AGREED Spend 17/18	Expenditure to 30.06.17	% of Budget
General Reserves Expenditure - Earmarked reserves			
Contribution to Local Housing	20000	0	0

FUNDS - Held in Balances

ABC Market Towns Grant	
Balance as at 31 March 2017	5000
Expenditure - Parks Signage/Banner - Apr 2017 Min	-5000
Expenditure - TBC	0
Income during year	0
Balance to Date	0

Events Fund	
Balance as at 31 March 2017	9513
Expenditure - Scruffs	-1370
Expenditure - Over £10k agreed budget	-840
Income - Scruffs	2674
Income - Events	3111
Balance to Date	13088

Neighbourhood Plan Fund	
Balance as at 31 March 2017	0
Expenditure	-1000
Income - Groundworks	7000
Balance to Date	6000

Copy NOTICE OF CONCLUSION OF AUDIT

(LOCAL AUDIT AND ACCOUNTABILITY ACT 2014
ACCOUNTS AND AUDIT REGULATIONS 2015)

FOR

Keswick Town Council

NOTICE is hereby given that the audit for the
year ended 31 March 2017 was completed on

22 September 2017

and the accounts are now available for inspection by local electors
in accordance with Section 25 of the Local Audit and Accountability Act 2014.
The requisite information as defined by Section 13(1) of the Accounts and Audit
Regulations 2015 is/is not* displayed alongside this notice

(* Please delete as necessary)

If the requisite information is not displayed alongside
this notice, it is available for inspection by appointment.

To arrange a viewing please contact

CATHERINE PARKER
KESWICK TOWN COUNCIL
50 MAIN STREET
KESWICK

between the hours of 0930 and 1300
(MONDAY TO THURSDAY)

Dated: 20TH SEPTEMBER 2017

Signed: C PARKER

(Responsible Financial Officer)

Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual return for the year ended 31 March 2017

Every smaller authority in England with an annual turnover of £6.5 million or less must complete an annual return at the end of each financial year in accordance with proper practices summarising its activities. In this annual return the term 'smaller authority'* includes a Parish Meeting, a Parish Council, a Town Council and an Internal Drainage Board.

The annual return on pages 2 to 4 is made up of three sections:

- Sections 1 and 2 are completed by the smaller authority. **Smaller authorities must approve Section 1 before Section 2.**
- Section 3 is completed by the external auditor.

In addition, the **internal audit report** is completed by the smaller authority's internal audit provider.

Each smaller authority must approve Section 1 and Section 2 in order and in accordance with the requirements of the Accounts and Audit Regulations 2015.

Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all highlighted sections. Do not leave any highlighted box blank. Incomplete or incorrect returns require additional external auditor work and may incur additional costs.

Send the annual return, together with the bank reconciliation as at 31 March 2017, an explanation of any significant year on year variances in the accounting statements, **your notification of the commencement date of the period for the exercise of public rights** and any additional information requested, to your external auditor by the due date.

Your external auditor will ask for any additional documents needed for their work. Unless requested, do not send any original financial records to the external auditor.

Once the external auditor has completed their work, certified annual returns will be returned to the smaller authority for publication and public display of Sections 1, 2 and 3. You must publish and display the annual return, including the external auditor's report, by 30 September 2017.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guide that can be downloaded from www.nalc.gov.uk or from www.slcc.co.uk or from www.ada.org.uk

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014

Copy Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

KESWICK TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed		Yes means that this smaller authority:
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

This annual governance statement is approved by this smaller authority on:

15.06.17

and recorded as minute reference:

MIN NO. 48

Signed by Chair at meeting where approval is given:

S. G. G.

Clerk:

W. W. W.

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Copy 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

KEESWICK TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2016	31 March 2017	
1. Balances brought forward	212,828	217,045	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	197,414	201,554	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	114,692	113,692	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	50,904	70,577	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	186,985	184,251	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	217,045	207,463	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	220,988	200,048	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	24,284	26,016	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

Officer

Date

15.06.17

I confirm that these accounting statements were approved by this smaller authority on:

15.06.17

and recorded as minute reference:

MIN No. 48

Signed by Chair at meeting where approval is given:

S. E. G.

Copy

Section 3 – External auditor report and certificate

In respect of:

Enter name of
smaller authority here:

KESWICK Town Council

1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

2. 2016/17 External auditor report

(Except for the matters reported below)* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

3. 2016/17 External auditor certificate

We certify/~~do not certify~~* that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

* We do not certify completion because:

External auditor signature

BDO LLP

External auditor name

BDO LLP Southampton
United Kingdom

Date

21/9/17

Note: The NAO issued guidance applicable to external auditors' work on 2016/17 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Copy Annual internal audit report 2016/17 to

Enter name of
smaller authority here:

KESWICK TOWN COUNCIL

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2017.

Internal audit has been carried out in accordance with this smaller authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this smaller authority.

Internal control objective	Agreed? Please choose only one of the following:		
	Yes	No	Not covered*
A. Appropriate accounting records have been kept properly throughout the year.	✓		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic and year-end bank account reconciliations were properly carried out.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		

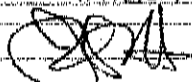
K. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.	✓		

For any other risk areas identified by this smaller authority adequate controls existed (list any other risk areas below or on separate sheets if needed)

Name of person who carried out the internal audit

IAN SMITHSON CFFA

Signature of person who carried out the internal audit



Date

20/06/2017

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

Copy

Guidance notes on completing the 2016/17 annual return

1. You must apply proper practices for preparing this annual return. Proper practices are found in the Practitioners' Guide* which is updated from time to time and contains everything you should need to prepare successfully for your financial year-end and the subsequent work by the auditor. NALC, SLCC and ADA have helplines if you want to talk through any problem you encounter.
2. Make sure that your annual return is complete (i.e. no empty highlighted boxes), and is properly signed and dated. Avoid making amendments to the completed return. Any amendments must be approved by the smaller authority, properly initialled and explanation provided. Annual returns containing unexplained or unapproved amendments may be returned and incur additional costs.
3. **Smaller authorities must approve Section 1 on page 2 before approving Section 2 on page 3.**
4. Use the checklist provided below. Use a second pair of eyes, perhaps a Councillor or Board Member, to review the annual return for completeness and accuracy before sending it to the external auditor.
5. Do not send the external auditor any information not specifically asked for. Doing so is not helpful. However, you must tell the external auditor about any change of Clerk, Responsible Finance Officer or Chair.
6. Make sure that the copy of the bank reconciliation which you send to your external auditor with the annual return covers all your bank accounts. If your smaller authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree your bank reconciliation to Box 8 on the accounting statements (Section 2 on page 3). You must provide an explanation for any difference between Box 7 and Box 8. More help on bank reconciliation is available in the Practitioners' Guide*.
7. Explain fully significant variances in the accounting statements on page 3. Do not just send in a copy of your detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include a complete numerical and narrative analysis to support your explanation. There are a number of examples provided in the Practitioners' Guide* to assist you.
8. If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or you do not fully explain variances, this may incur additional costs for which the auditor will make a charge.
9. **You must inform the external auditor of the date set for the commencement of the period for the exercise of public rights.**
10. Make sure that your accounting statements add up and the balance carried forward from the previous year (Box 7 of 2016) equals the balance brought forward in the current year (Box 1 of 2017).
11. Do not complete Section 3 which is reserved for the external auditor.

Completion checklist – No answers mean you may not have met requirements		Done?
All sections	All highlighted boxes have been completed?	✓
	All additional information requested, including the dates set for the period for the exercise of public rights, has been provided for the external auditor?	✓
Section 1	For any statement to which the response is 'no', an explanation is provided?	n/a
Section 2	Smaller authority approval of the accounting statements is confirmed by the signature of the Chair of the approval meeting?	✓
	An explanation of significant variations from last year to this year is provided?	✓
	Bank reconciliation as at 31 March 2017 agreed to Box 8?	✓
	An explanation of any difference between Box 7 and Box 8 is provided?	✓
Sections 1 and 2	Trust funds – all disclosures made if a Council is a sole managing trustee? NB: Do not send trust accounting statements unless requested.	✓
Internal Audit report	All highlighted boxes completed by internal audit and explanations provided?	✓

*Note: The Practitioners' Guide is available from your local NALC, SLCC or ADA representatives or from www.nalc.gov.uk or www.slcc.co.uk or www.ada.org.uk.

County Square War Memorial Update.

I attended a War Memorial Condition Survey Workshop, run by Civic Voice, at The Sands Centre Carlisle on the 4th October, 2017.

As a reminder my original survey highlighted the condition of the bronze plaque (C, K and P Railway employees), the plaques fixings, the surrounds (crazy paving), the addition of a decorative rail (wreath holder) and the possibility of a professional clean on the memorial itself.

Following this survey Councillors approved the sum of £2,000.00 to be set aside so that a funding application may be considered. Lynda completed a pre-application to the War Memorials Trust and the reply was similar to the thoughts I took back from the Carlisle Workshop. There is a high demand for grants and eligibility does not guarantee a positive outcome also, the present grants programme finishes at the end of 2018.

My view taken from the Workshop is that repair/cleaning of memorials take precedence with work on plaques coming next. The WMT would consider the surrounding area but I think the whole process would be a lot of work for in my opinion a negative outcome. Please bear in mind that it would be ideal if we could have the crazy paving/surrounding area in tip top condition for Remembrance time in 2018.

In summary we have already secured the requested decorative rail, the memorial itself is in good condition and the (plaque C,K,P) is in reasonable condition. I would suggest we ask the decorative rail provider to remove the plaque, held by 17 rusty screws, and replace with appropriate fixings which will limit staining on the bronze plaque. We have funds for this so I ask approval for this suggestion.

I have been given names of two possible funders whom we could approach to assist us with the surrounds of the memorial. I would seek permission from Councillors for Lynda and I to contact these funders, mentioning the fact that we are starting off with £2,000.00, which is always positive if matched funding is asked for. I would hope that if successful the immediate surrounding area (crazy paving etc.,) could be made good in the late Spring of 2018.

Duncan Miller 6th October,2017.

KESWICK TOWN COUNCIL
19TH OCTOBER 2017

PUPS CLOCK

Information received from Cumbria Clock Company:

We have looked after the clock since 1994 when we installed a synchronous electric clock system with an auto-restart system to undertake the GMT/BST time changes.

I think this system will be ready to be upgraded and so that it can be fault free for years to come.

All our systems come with a 10-year warranty.

I would also suggest whilst you have a scaffold that the casing is repainted and the decorative mouldings picked out in gold leaf. At the same time we could remove the dials and paint the inside of the drum to protect it from any further deterioration. It would also be an opportunity to fit an LED lighting system to illuminate the dials.

In respect to the dials, I would advise that these are re-glazed with 050-opal acrylic so that when the dials are illuminated they give a uniform appearance.

The following quotations do not include the cost of use of the existing scaffold or any electrical work that maybe required.

I have also divided it into two sections, one for the installation of a new clock control system and the second for the casing restoration.

QUOTATION 1. (New clock control system)

To attend onsite and with the sue of the scaffold approach dials and remove hands.

Remove dials and existing clock control system.

In workshops manufacture new drive units and control system

Alter hands to fit new drive units.

Return to site and install.

Test and leave in full working order.

FOR THE SUM OF.....£2,140.00 (TWO THOUSAND, ONE HUNDRED AND FORTY POUNDS)

QUOTATION 2. (Restoration of clock casing and dials)

To attend onsite and with the use of the existing scaffold approach clock casing.

Rub down and prepare.

Treat corrosion inside and outside of casing.

Paint using the Rustoleum paint system finishing in the existing colour scheme.

Paint inside of drum gloss white.

Gild decorative mouldings using 23 3/4 extra thick gold leaf.

Remove existing glazing from the two case iron skeleton dials.

Treat and paint cast iron skeleton dials using the Rustoleum paint system finishing in gloss black.

Re-glaze dials using 050-opal acrylic held in place with silicone sealant and stainless steel pins.

Install LED lighting system.

Re-fit dials.

FOR THE SUM OF.....£10,980.00 (TEN THOUSAND, NINE HUNDRED AND EIGHTY POUNDS)

Price Maintenance

These prices are firm for a period of three months from the date of this letter and thereafter, subject to price increase to accord with increased costs of labour, materials and travelling costs if necessary.

Guarantees

All new parts made by us carry our ten-year guarantee against failure through faulty workmanship or materials. Repair work is similarly guaranteed for a period of twelve months. Suspension springs and electrical or electronic components of units not of our manufacture, are specifically excluded from our guarantees, but carry the manufacturers own warranty.

Terms Payment

30% with orders over £ 1,000.00, the balance within 14 days of the date of invoice following completion of the work.

In some cases progress payments may be asked for.

All goods remain the property of the vendor until full payment has been made and any relevant cheques cleared. Risk passes on delivery.

The above quotation is exclusive of Value Added Tax at 20%.

Trusting the above information is helpful to you, but in the event you should have any questions to ask, please do not hesitate to contact us.

We assure you of our best care and attention at all times and look forward to hearing from you in the near future.

Lynda Walker

From: Borrowdale Parish Clerk <clerk@borrowdale.org.uk>
Sent: Sunday, October 1, 2017 4:02 PM
To: lynda@keswicktowncouncil.gov.uk
Subject: FW: B5289 Borrowdale Road

Lynda

Borrowdale Parish Council received a proposal from Cumbria County Council regarding works required on the B5289 Borrowdale Road at their meeting last week.

There are in excess of 70 areas of road surface that need attention/patching/drainage works. These areas have been marked up and the works are anticipated to take 3 weeks (approximately) being split into three different works areas. The proposed works would take place from the 22nd January 2018 for three weeks meaning the works would be finished by half term.

Close the Rd from the roundabout at the start of the valley to the bottom of Honister pass in Seatoller for 3 weeks but allow access for residents, we will phase the closure into 3.

- *Phase 1 Rnd about to Ashness bridge giving local traffic the option of going over Catbells (this won't be the Diversion route).*
- *Phase 2 Ashness bridge to Grange Inc still giving access over Catbells and allowing hotel guests and residents access through the closure when safe to do so.*
- *Phase 3 Grange Inc to Seatoller.*

As you can see the road closure would allow for locals access & deliveries & visitors if they have confirmation of a booking. There maybe delays in allowing authorised traffic through but hopefully this will mean that it causes the minimal amount of disruption.

Cumbria County Council are keen that these works are supported by both Borrowdale Parish Council and Keswick Town Council. I wonder if this could be included for consideration by Keswick Town Council in their October meeting?

I look forward to hearing from you.

Kind regards

Becx Carter

Borrowdale Parish Clerk
07786678283
clerk@borrowdale.org.uk

****Please note I only work 4 hours a week ****

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KESWICK TOWN COUNCIL
19TH OCTOBER 2017

CLERK'S REPORT

1. Vacancy on Council

Allerdale BC has notified that a valid petition has been received requesting that the vacancy in the East Ward is filled by election. The deadline for holding an election will be 8th December and the actual date will be confirmed as soon as possible.

2. Remembrance Services

This year's Remembrance Services will be held as follows:

- **Saturday 11th November at 11.00 am** – the Royal British Legion will be organising a short service at the Cenotaph, Penrith Road
- **Sunday 12th November at 9.45 am** – the Annual Remembrance Service will be held in St Johns Church after which organisations will march to the Cenotaph, Penrith Road, for the **wreath laying ceremony at 11.00 am**

All Councillors are requested to attend the Church service if at all possible.

3. Local Plan Review – Land Allocations 'Call for Sites'

Following a 'call for sites' for housing, employment, retail and tourism uses from the Lake District National Park Authority as part of the Local Plan Review, the Council resolved to put forward two potential housing sites:

- The remainder of 'Sheepdog Field' (adjacent to Calvert Way)
- The area of Springs Road near to Springs Farm

The LDNPA has now notified me that there are concerns regarding the Springs Road site's location and they cannot proactively support proposals on this site through the allocations process. They would therefore require the submission of a planning application to judge any development proposals on this site.

4. Environmental Cost of Flooding – Cumbria Action for Sustainability

For those who may be interested, the report from the research project into the environmental cost of flooding is now available via the following link:

<http://urbed.coop/projects/environmental-cost-flood-recovery>

5. LDNP Partnership Parish Forum

I attended the meeting held in Ambleside on Tuesday 10th October as no Councillors were available. The main items were an update on the World Heritage Site status and the West Travel Corridor, and a discussion on breakthrough actions for Vibrant Communities to become part of the LDNPP Management Plan. A copy of the draft objectives is attached – should any Councillor wish to comment on these please let me know and I will pass observations on via CALC.

6. CALC AGM

This will take place on Saturday 18th November at 10.30 am at Carlisle Racecourse. The guest speaker is Peter McCall, Police and Crime Commissioner for Cumbria. The Mayor has indicated that she is able to attend – please let me know if anyone else is interested as I will need to book the places.

LW
121017

Vibrant Communities Breakthrough Actions:

We are all responsible for living in the Lake District World Heritage Site - equally, all of our experiences for everyone need to be well				
	Date for completion	Lead partners	Resources	Current baseline
A: Housing Objective: Deliver a step change in the scale and pace of affordable housing by capitalising on the opportunities presented by the Community Led Housing schemes currently being considered.		ACT LDNPA Districts	-District Council's planning departments -BTF members	
Goal/Milestone: Ensure that emerging local plans include increased development of affordable homes and make the link with transport infrastructure in relation to travel to work/employment sites.				
B: Health and well being Objective: Use an asset based approach to improve the health and wellbeing of individuals and communities, creating a step-change in locally motivated healthy lifestyle choices.		CCC ACT		
Goal/Milestone: Support community-led initiatives to explore the wider determinants of health, by creating clear routes for local citizens to help improve their local health and care services, creating opportunities for people to support one another and enabling people to better manage their own health and wellbeing.				
Goal/Milestone: Maintain effective universal services (health, transport, greenspace, waste, education, policing, and employment) as a foundation for happy and healthy vibrant communities.				
C: Access to services Objective: Maximise existing community assets such as village halls to provide Community Hubs which can host sustainable delivery of essential services because they are linked into the visitor economy and the economic benefits of WHS.		CCC The Districts ACT	Village halls and other public buildings	
Goal/Milestone: Communities understand the link between the visitor economy and sustainable delivery of services & amenities.				
D: Pride of Place Objective: Deliver a programme of community engagement which informs and involves residents in celebrating, exploring and taking ownership of their contribution to the development and maintenance of the Lake District's Cultural Heritage and OUV's.		ACT NT LDNPA CCC		
Goal/Milestone: Delivery of workshops/events using existing networks such as Churches Together/Wil/Rotary and Round Table/ The Farmers Network/Young Farmers etc				

KESWICK TOWN COUNCIL

Minutes of the Keswick Town Council (KTC) Events Committee meeting held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Friday 22 September 2017 at 10.30am.

Present:

Chair:

Paul Titley (PT) – KTC Cllr

Heather Askew (HA) – KTC Events Co-ordinator

Joe Broomfield (JB) – Allerdale Borough Council

David Burn (DB) – KTC Cllr

Allan Daniels (AD) – KTC Cllr

Tony Lywood (TL) – KTC, ABC & CCC Cllr

Vanessa Metcalf (VM) – Keswick Tourism Association

David Quainton (DQ) – Rotary Club

Lynda Walker (LW) – KTC Town Clerk

1. Apologies

Apologies were received from: Gill Atkinson (Cumbria Police)

2. Minutes

RESOLVED that the minutes of the Events Committee Meeting held on the 18 August 2017 (pages 6 – 7) be agreed as a correct record.

3. Bridge Opening – Saturday 23 September

Timetable for event, 12 O'clock start

- Brass Band to march over bridge
- Unveiling of Display Boards
- Speeches
- Cutting of the ribbon
- Further piece by Brass Band

Invitations have been sent, articles in press, adverts in reminder.

4. Strictly Mulled Wine Competition – Sunday 5 November

PT met with Lake District Hotels and had further discussion about a possible date, settled on option of 5 November to coincide with start of Keswick 10k race which is starting in the Market Square. Plan to have market stalls up from 11.30-4/5pm. Grows on what Lake District Hotels did last year.

- Open to establishments to enter a batch
- Public judging and 'professional' judging
- Samples to be 'thimble' sized
- Lake District Hotels to print voting forms and posters
- Gazebos provided by Geraud Markets
- Would need Temporary Event Notice, insurance cover and risk assessment, advert for entrants and public

Action: HA to budget costs of the event

5. Christmas Lights Switch On – Friday 24 November

TL reported that it may be possible to get some picket style fencing made to go round the Christmas tree, to be sponsored.

Action: TL to check sizing with Phil Byers re market

DQ raised possibility of business sponsorship for some lights on the tree by the wishing well on the corner by Luchinis.

Action: DQ to pursue

Arrangements for Lights Switch on

- Fluid are available to do staging and have submitted a quote in line with 2016
- Spoken to owner of Max the dog, no fee to be paid
- No Town Cryer required this year
- At present Packhorse Court are not taking part in the lights switch on event
- Tree of Light switch on before main switch on

At present scaffolding is still up at Moot Hall. JB reported that Allerdale contractors are back on site on Monday and plan to be finished in five weeks, but this is not guaranteed.

Work on 'Tree of Light' in Market Square may need licensing from LDNPA and Highways permission. JB agreed permit for work can be paid for by Allerdale.

Action: LW and DQ to progress licence/permit

6. Other Events in Keswick

Carol Service – AD reported that there are plans to hold the Carol service that is normally held in St Johns Church on Victorian Fayre day, in the Market Square at the end of the day.

Victorian Fayre – Sunday 3 December. JB reported that the stalls are now being managed by Phil Byers (Geraud Markets) with the Fayre committee organising entertainment.

Live Advent - VM confirmed that plans for Live Advent were being progressed with the Santa Boat Race being the kick-off event

7. AOB

Town Events Co-ordinator Role

TL reported that other places with such a role tended to be large cities or jointly funded. There was further discussion about scope and benefits of such a role. It was agreed that the role needed to be defined before a cost could be associated with it and funding sought.

Action: LW to arrange a working group meeting with JB, TL, AD, DB and PT

6. Date of Next Meeting

Friday 27 October 10.30am

The meeting closed at 11.40am

Olympic style rowing on Derwentwater

Dear Sir,

The recent publicity about the proposed move of Lakeland Rowing Club to a new base on the Isthmus at Keswick has encouraged me, and others I know, to think about what kind of vision we have for the future of Derwentwater - what development (if any), what boats, and what kind of activity should be encouraged on this beautiful lake?

Several people who love Derwentwater have expressed reservations to me about whether Olympic, race style, rowing should be encouraged on Derwentwater when there are surely other more suitable lakes. Let me say that I come from a rowing family, have competed at regattas and fully support competitive Olympic style rowing – but not on Derwentwater which I feel is more suitable for the recreational rowing boats that we are used to on the lake.

Potential Problems

Most people agree that recreational use of Derwentwater has increased a lot in the last ten years and I am told that there have been several minor incidents and near misses. That is with existing water users and careful look outs. As the use of the lake increases, there is an increased possibility of a serious accident and fast Olympic style racing craft will I think **significantly increase the risk of such an accident.**

Olympic style racing craft are very different to the traditional recreational rowing boats we are used to on the lake – they are long, sharp and fast. “Eights” are 65ft long, “Fours” 45ft. **Speeds are up to 15 mph.** They are designed to go fast in a straight line so hard to steer to avoid a collision.

An especial worry is that most racing boats are “coxless” – they are steered by one of the rowers who is of course **sitting facing backward**. To see you have to turn your head every now and again and at the same time try to concentrate on your rowing. For the rowers, this is fun, fast and challenging but perhaps not so much fun for other water users! On Derwentwater, on a busy summer's day it could be a recipe for disaster. Also imagine the scenario of a wild swimmer, out on a gloomy evening, and a coxless four bears down at speed

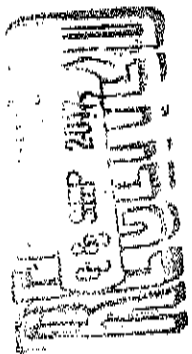
I admire the enthusiasm of David Thomas and the LRC team however I think that all who love and use Derwentwater need to think about what kind of a vision we should have for its future. I suspect the dream of the LRC is probably the kind of rowing club you have down south - a fleet of racing boats, a nice white clubhouse with a veranda, a lovely large concrete forecourt, a couple of long landing stages and a few fast coaching launches. I seem to remember their prospectus suggested that they were keen to run regattas and invite other clubs. I respect all their hard work and support their vision - **but not please on Derwentwater.**

I ask that the Town Council, the National Trust and the Lake District National Park carefully consider the implications for the future of encouraging Olympic style rowing craft on Derwentwater.

Peter Knowles.

Gower, Blencathra St, Keswick, CA12 4HW. Tel: 017687 73686, Email: riverspublishing@gmail.com

Scanned to Vanessa.
8/9/17



doggy free.

I had a word with the ladies serving me & was told that a lot of the resident don't like the invasion! (of dogs). Could there be some area where they are dog free.

After all the poor dogs don't seem to be happy out of their ^{usual} [^] enclosure.

I do hope someone can come up with some ideas.

Sincerely
M Douglas.

Mrs Mary Douglas,
50 Epamore Rd,
Barnston,
Northwich, Cheshire.

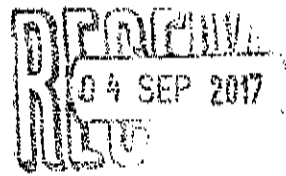
CW8 7PF

Dear Sir or Madam,

I recently had one of my many holidays in your lovely town of Kerwick.

I was very much surprised at the number of dogs I saw!

I don't own one myself & I am very fond of them, But please there is a limit! No matter where you set they stopped to have a sniff. I did go into a restaurant, that was



Manesty

Springs Garth

Keswick CA12 4BG

1st September 2017

Dear Town Council

My I suggest that Keswick looks for land outside the town where it can have some hard standing put down, electrics and water. Grasmere has a little as do other County Show Grounds. Use this for the Festivals, Convention etc. Provide a park and ride, ban their cars in Town if necessary.

Crow Park and the others would be allowed to return the use that they were for. It is just dreadful to see them so abused because the weather is bad.

The Convention use Springs Farm but they don't use anything from Town except the water and Allerdale's rubbish collection. They bring tents, gas canisters, tables, benches, toilets, etc even a children's playground. The Mountain Festival brings equipment.

I am not convinced that The Keswick Convention in the Pencil Factory would solve the car parking problem. Will car parking be part of their plans?

Once again cars have been left on Springs Road. Apart from any emergency services people might need some who live here cannot get their caravans in or out if all these cars are parked.

Are we to live in Keswick with this problem ongoing everyyear? It is never to be resolved?

Yours faithfully

Mrs Sally Bickerdyke



United Utilities Water Limited
PO Box 453
Warrington
WA55 1SE

Telephone 0345 672 3723

unitedutilities.com

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

Project number: CT.U.80040112.01

28th September 2017

Dear customer,

Keeping you updated on our West Cumbria water supplies project

You may have already noticed that work is well underway at the new water treatment works at Williamsgate and laying the section of pipeline up to Quarry Hill.

We have now started the construction of our year one programme for the raw water aqueduct and treated water pipelines, and have a number of activities that we need to carry out ahead of our year two work. A map of our year two construction work is illustrated on the back of this letter.

How this will affect you

- Our teams have been marking out at various locations along the year two route to assist with survey work which needs to be carried out.
- Our environmental team have also been completing walk overs along the route, and we aim to start water crossings and vegetation clearance at agreed locations shortly.
- We'll then erect fencing and create safe access points to our working areas and compounds ahead of removing soil to start the pipe installation next year.
- During our work we will need to put in place some temporary traffic management and temporarily close some roads. Don't worry – we'll ensure we provide advance notice of any road closures and have a fully signed diversion route in place.

Planning application amendments have now been submitted, with a tunnel now proposed in the Castlerigg area, together with a number of smaller amendments. Further information can be accessed via the project website unitedutilities.com/Cumbria

We will be holding public drop in events in the New Year, details of which will be available in the local press and on our website.

Thank you for your patience. We understand construction work can sometimes disrupt you getting on with your everyday activities. We'll be working hard to ensure this is kept to a minimum and keep you updated as our work progresses.

You can find information about the West Cumbria Supplies Project at our interactive visitors centre at 32 Lake Road, Keswick, CA12 5DQ.

Still have a question?

You can call us on 0345 672 3723 quoting project number CT.U.80040112.01. We'll be happy to help.

Yours faithfully

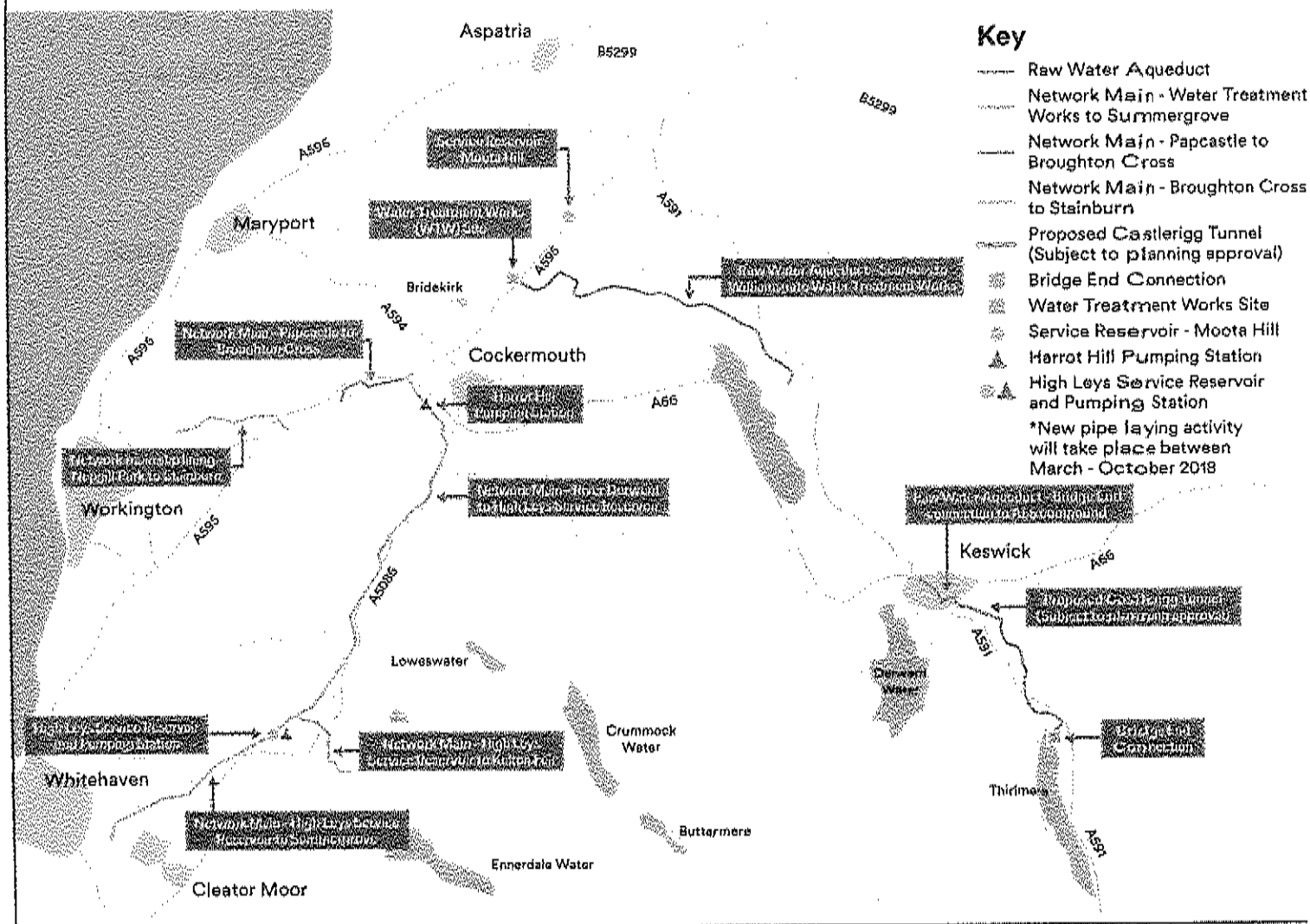
Customer Services

Please be aware of bogus callers. All our employees have photo ID.

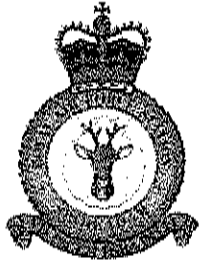
WCSP1 – Water SOS/March 2017

West Cumbria Water Supplies Project

Year 2 construction work (2018*)



From: Garstang, Heidi E1 (SPD-Stn Cdr PS) <Heidi.Garstang976@mod.gov.uk>
Sent: Friday, September 29, 2017 3:25 PM
To: lynda@keswicktowncouncil.gov.uk
Subject: Royal Air Force Centenary Celebrations



Royal Air Force Spadeadam
Officer Commanding Base Support Squadron
Station Headquarters
GILSLAND
CA8 7AT
Telephone: 016977 49230
Email: jeremy.lawton877@mod.gov.uk

Mrs L Walker
Keswick Town Council

28 September 2017

ROYAL AIR FORCE CENTENARY CELEBRATIONS

My name is Jeremy Lawton and I am the Officer Commanding Base Support Squadron at Royal Air Force Spadeadam in Cumbria. I am writing as a member of, not only the only Royal Air Force unit in the North West of England, but also as (we believe) the only permanent military unit in the North West of England.

You may be aware that, on 1 April 2018, the Royal Air Force will celebrate one hundred years since its formation. The Royal Air Force was formed during World War 1 when it was decided to amalgamate the Royal Flying Corps and The Royal Naval Air Service to form the world's first independent Air Arm.

The Royal Air Force is proud of its rich history and achievements. From battle-winning performances high above the skies of Britain in the nation's hour of need to more recent activities that include:

- tackling terrorism in Iraq and Afghanistan;
- securing and protecting the skies above the UK;
- disaster relief around the World;
- supporting the Civil Authorities in times of national emergency.

Things will really ramp up as we prepare for the Centenary itself, which will be marked by special events, activities and other initiatives at local, regional and national level running from 1 April to the end of September 2018. Each Royal Air Force Station has been tasked with looking at ways to make the Centenary a truly national celebration which is why I am writing to all local councils in Cumbria, Lancashire and South West Scotland to ask if you would be willing to mark the Centenary.

Whilst we would be delighted and grateful for any initiative you may have, an idea we would like to promote is 'Royal Air Force In Bloom' where one of the flower beds in your towns and villages could be used to display the Royal Air Force colours or celebrate the RAF in some way. We would visit all of the places with these displays to take a photograph which we would then promote on our Facebook site and to the RAF100 team.

As stated, this is only an idea, and if it is not possible we would still be hugely appreciative of any initiative, large or small, which promotes our Centenary year. The only thing that we respectfully ask is that you inform us about what you are doing.

If you need any further information, please don't hesitate to contact me using the contact details above or the Media and Communications Officer, Mrs Heidi Garstang.^[1]

Thank you for your attention in this matter.

Jeremy Lawton
C2

^[1] 016977 49232 Heidi.Garstang976@mod.gov.uk

Lynda Walker

From: MWLP <mwlp@cumbria.gov.uk>
Sent: Thursday, September 7, 2017 11:38 AM
To: MWLP
Subject: Cumbria Minerals & Waste Local Plan (2015-2030) Adoption

Dear Sir or Madam

Cumbria Minerals & Waste Local Plan (2015-2030): Adoption

This e-mail gives notice that Cumbria County Council resolved to adopt the Minerals & Waste Local Plan (the Plan) at the meeting of full Council, on 6 September 2017.

The Plan sets out the Council's vision and strategy for Cumbria until 2030, outside the two National Parks, identifying what minerals and waste related development should go where, why it should go there and how, by doing so, it can make other land use and infrastructure systems function better. It considers the impact and design of new minerals and waste development, and focuses on how this development can best relate to the surrounding land use and link with the wider community. The Plan replaces the Core Strategy and Development Control Policies documents that were adopted in 2009.

Inspector Elizabeth Ord LLB (Hons) LLM MA DipTUS, appointed by the Secretary of State for Communities and Local Government, undertook an examination of the Cumbria Minerals & Waste Local Plan 2015-2030, which included public hearing sessions in November and December 2016. The Inspector's report was issued on 29 June 2017 and concluded that the Plan is sound and legally compliant, subject to the Inspector's main modifications pursuant to Section 23 of the Planning and Compulsory Purchase Act 2004.

The adopted version of the Plan 2015-2030 incorporates all of the main modifications required by the Inspector and is available to view online at the County Council website (http://www.cumbria.gov.uk/planning-environment/policy/minerals_waste/MWLP/Adopted.asp), alongside the Policies Map, Adoption Statement, Sustainability Appraisal (incorporating Strategic Environmental Assessment) and all other relevant documents. Hard copy of the documents are available for inspection during normal office hours, Monday to Friday, at County Offices, Busher Walk, Kendal LA9 4RQ and also at Cumbria House, 117 Botchergate, Carlisle CA1 1RD.

Any person aggrieved by the Plan may make an application to the High Court, under Section 113 of the Planning and Compulsory Purchase Act 2004, on the grounds that the Plan is not within the appropriate powers and/or a procedural requirement has not been complied with. Any such application must be made promptly and, in any event, no later than 19 October 2017, which is six weeks after the date of adoption specified above.

If you require any further information, or if you would like to be removed from our mailing list, please contact Planning Services on 01539-713548 or mwlp@cumbria.gov.uk

Paul Haggin
Manager Development Control and Countryside Management
Cumbria County Council

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