

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held in the Council Chamber, 50 Main Street, Keswick on Thursday 21st December 2017 at 7.00pm.

Present:

Chairman
Councillor Susan Leighton

Councillors

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

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), Dr Geoff Davies (LDNPA NDA Parishes rep), PCSO Todd Stuart, 1 member of the press, and 2 members of the public.

The Mayor welcomed Councillor Jean Murray who was attending her first meeting since election to the Town Council. The Mayor also referred to the recent tragic death of David Robinson and passed on condolences to his widow and family.

170. Apologies

Apologies for absence were received from Councillor Lywood (holiday) and Borough Councillor Ron Munby.

171. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on 16th November 2017 (pages 31-35).

172. Requests for Dispensations

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

173. Declarations of Interests

Declarations of personal interests in respect of items on the agenda were received from:

Councillor Kemp – item 8 (i) application 7/2017/2193

Councillor Leighton – item 8 (i) applications 7/2017/2303 & 2311

Councillor Daniels – item 8 (i) application T/2017/0191 & 2303 and item 17

All Councillors – item 8 (i) applications 7/2017/0182 & 0201

It was agreed to defer consideration of item 5 pending the arrival of the PCSO.

174. Matters to be received from the Public

No matters were raised by members of the public.

175. Matters to be raised by Councillors

Councillor Murray raised the issue of the condition of the posts at the old station platform which is owned by Keswick Hotel, and expressed concerns about the stability of the overhead structure. The Responsible Financial Officer confirmed that this issue had been raised with the owners of the hotel who had carried out repair work.

176. 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/2017/0182	Crown reduce 1 holly Lower Fitz Park <i>Declared interest – Applicant is Keswick Town Council</i> DECLARED INTEREST
T/2017/0191	Prune 1 beech and 1 yew Bishops House, Ambleside Road <i>Support – modest and sensible tree management</i> SUPPORT
T/2017/0200	Remove 1 cypress tree Bridge House, Main Street <i>Support - Tree size now inappropriate to location</i> SUPPORT
T/2017/0201	Pruning of London plane tree Market Square <i>Declared interest – Applicant is Keswick Town Council</i> DECLARED INTEREST
T/2017/0204	Sycamore - coppice; Yew - crown lift; Beech - crown lift; Yew - crown reduction 5 Grange Park <i>Support - sensible tree management supported by arboricultural report. Trees are not being felled</i> SUPPORT
7/2017/2193	Extensions & alterations to micro-brewery building, shop and visitor areas - Amended plans The Old Brewery, Brewery Lane <i>Support - minimal change to original application as requested by planners</i> SUPPORT
7/2017/2293	Replacement of existing garage and sunroom with new garage, sunroom and bedroom Borrowdale, Manor Brow <i>Support - minor changes to application 7/2017/2124</i> SUPPORT
7/2017/2296	Outline planning application for residential development with all matters reserved Field off Penrith Road <i>Object - although in the Keswick boundary this new build application is within a greenfield site and also outside the existing building line of the town. This application does not address the affordable housing need. Access to this development is within the deceleration lane from the busy A66 exit and it is not a suitable place for a junction</i> OBJECT
7/2017/2303	The installation of 4No. antennas to be located behind replica replacement GRP (Glass Reinforced Plastic) louvres, the installation of equipment cabinets to be located internally within the church tower, the installation of an electrical meter cabinet, measuring 378 x 171 x 872mm, to be located externally adjacent to the church tower, and ancillary development thereto St John's Church, St John's Street <i>Support - does not seem to be a visual issue</i> SUPPORT

7/2017/2305 The official UNESCO World Heritage Site plaque and installation for the English Lake District. The plaque and a quote from Thomas Gray will be inset into a felled oak tree brought onto Crow Park. Five new oak standards will be planted adjacent. An interpretation panel 650mm (h) x 950mm (w) 3mm Dibond sign within 770mm (h) x 1070mm (w) Oak Frame located at park entrance.

Crow Park, Lake Road

Support - following site visit by Keswick Town Council planning group it was suggested that felled oak plaque be situated approx. 20 metres to the west

SUPPORT

7/2017/2311 Erection of single-storey rear/porch extension for additional living accommodation
41 Millfield Gardens

Support - in keeping and an improvement to this property

SUPPORT

7/2017/2324 A temporary change of use from holiday let to additional office space
7a St John's Street

Support - as a temporary measure, a positive application from local company providing employment

SUPPORT

177. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing team for November. 18 crimes had been reported in the Keswick area during November 2017 with 3 anti-social behaviour incidents reported during the month (this compared with a total of 31 incidents for the same period in 2016). PCSO Todd Stuart was in attendance for this item and answered questions from Councillors. In response to a question from Councillor Murray, he agreed to ascertain whether response times could be included in future reports.

178. Applications for Development (cont)

ii) **RECEIVED** update on National Park Planning decisions.

179. Mayor's Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 10th November 2017 – 14th December 2017.

180. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives – no report
- ii) Cumbria County Council Ward Representative – no report
- iii) LDNPA North Distinctive Area Parishes Representative – report from Dr Geoff Davies

181. Payment of Accounts

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

- i) The Town Council, vouchers 182 – 207 amounting to £41,884.27 (forty one thousand, eight hundred and eighty four pounds and twenty seven pence)
- ii) The Trusts, vouchers HP137 – FP151 amounting to £60,212.69 (sixty thousand, two hundred and twelve pounds and sixty nine pence)

182. Budget for 2018/2019

The draft budget for 2018/19 was presented for approval together with recommended grant payments to local organisations.

RESOLVED:

- i) That the list of recommended grants be approved with the addition of a £500 grant to Keswick Tourism Association for a webcam subject to this conforming to new Data Protection legislation to be introduced in 2018 (any change to the grant purpose to be subject to prior approval by the Council)
- ii) That the draft Budget for the financial year 2018/19 be approved
- iii) That the precept for 2018/19 be set at £246,700

183. Earmarked Reserves and Funds

Consideration was given to the report of the Responsible Financial Officer.

RESOLVED that the recommendations contained in the report be approved and that earmarked reserves be set up for the following purposes:

Elections	£6,000
Office & Council Chamber decorating and repairs etc	£5,000
Equipment & furniture (computer, office and Council Chamber)	£5,000
Professional advice	£5,000
Christmas Lights and infrastructure	£5,000
War Memorial	£3,000

It was further **RESOLVED** that a Christmas Lights fund be set up as detailed in the report.

184. Notification of External Auditor Appointment

RECEIVED the report of the Responsible Financial Officer.

RESOLVED that the appointment of PKF Littlejohn as the Council's external auditor be noted.

185. Provision of CCTV in Keswick Market Square

Consideration was given to the report of Councillor Burn.

RESOLVED that a CCTV system be installed to cover the Market Square pending the possible introduction of an area-wide monitored system by Allerdale Borough Council.

186. Market Square Safety Audit Report

Consideration was given to the report of Councillors Kendall and Lywood including the Keswick Town Centre Environmental Improvements Stage 4 Road Safety Audit findings.

RESOLVED:

- i) That the findings of the independent report be welcomed
- ii) That the Council support the recommendation to flatten the kerbs in the Market Square
- iii) That the constructive response of Cumbria County Council be welcomed and that they be requested to implement the recommendations as soon as possible.

187. Request for Grant - Keswick Community Housing Trust

Consideration was given to a request from Keswick Community Housing Trust for financial support from the Council's earmarked reserve for 'Support for Local Housing'.

RESOLVED that the request be approved and a grant of £3,600 p.a. for three years be provided from the Local Housing reserve fund

188. Clerk's Report

RECEIVED the Clerk's report.

189. Reports from Representatives on Outside Bodies

RECEIVED the report of Councillor Titley – Keswick Tourism Association representative.

The Mayor thanked the Tourism Manager and her team for all their hard work.

190. Report on Keswick Ministries' Town Liaison Meeting

RECEIVED the report of Councillor Miller on the Town Liaison Meeting held on 21st November 2017.

191. Committee and Steering Group Minutes

RECEIVED for information the draft Minutes of the Events Committee meeting held on 21st November 2017 and the notes of the Neighbourhood Plan Steering Group meeting held on 7th November 2017.

192. Correspondence

RECEIVED the following correspondence:

- i) Under Skiddaw Parish Council – email from Clerk regarding road safety concerns
RESOLVED that the request from Under Skiddaw Parish Council be supported in principle and that the Parish Council be asked to come forward with suggestions for improvements
- ii) United Utilities – response to letter about Thirlmere Reservoir
- iii) Keep Britain Tidy – The Great British Spring Clean 2018
RESOLVED that the Town Council be registered to participate in the event and the detailed arrangements be referred to the Events Committee
- iv) Allerdale BC – Allerdale Local Plan Part (2) consultations

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’

193. Contracting - Provision of CCTV in Keswick Market Square

Consideration was given to the report of Councillor Burn.

RESOLVED that a contract be entered into with Chubb Fire & Security Ltd to provide a 4 camera system mounted on the Moot Hall.

194. Staffing - Staffing Committee Minutes

RECEIVED for information the draft Minutes of the Staffing Committee meeting held on 30th November 2017 including the annual review of terms and conditions of staff.

195. Proposed Civic Award Scheme

Further consideration was given to the format of and nominations for a Civic Award scheme.

RESOLVED that no further action be taken.

The meeting closed at 8.45 pm

Chairman

Date