

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

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

1st March 2018

A meeting of the following Charitable Trusts will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on Thursday 8th March 2018 at 7.30pm. The press and public are welcome to attend.



**Lynda Walker
Town Clerk**

HOPE PARK	Registered Charity 503465
FITZ PARK	Registered Charity 520327
TOWN FIELD	Registered Charity 520295

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Declarations of Interests**
To receive any declarations of interests in respect of items on this agenda.
- 3. Minutes**
To authorise the Chairman to sign as a correct record the minutes of the meeting held on 11th January 2018 (pages 11 – 12).
- 4. Chairman's Report**
To receive the Chairman's report.
- 5. Proposed Wildlife Pond – Hospital Field**
To consider a proposal for submission to United Utilities Legacy Fund.
- 6. Fitz Park Multi Use Games Area Arrangements**
To consider arrangements for bookings and sale of lighting tokens for the Multi Use Games Area.
- 7. Parks Manager's Report**
To receive the report of the Parks Manager.
- 8. Clerk's Report**
To receive the report of the Trust Clerk.
- 9. Budget Comparisons**
To receive for information the 3rd quarter's budget comparisons.
- 10. Requests for use of the Parks**
To consider the following requests for the use of the parks -
 - i) Ourea Events – use of Crosthwaite Road car park Friday 22nd June – Monday 25th June 2018 plus camping
 - ii) BoxedIn Theatre company – use of Fitz Park for theatre production 18th and 19th July 2018

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on Thursday 11th January 2018 at 7.30pm.

Present:

Chairman
Councillor Adam Paxon

Councillors		
David Burn	Allan Daniels	Denstone Kemp
Graham Kendall	Susan Leighton	Tony Lywood
Duncan Miller	Jean Murray	Martin Pugmire
Paul Titley		

Also in attendance were Lynda Walker (Trust Clerk), Christine Fawcett (Parks Manager), Catherine Parker (Responsible Financial Officer), Keith Richardson (Keswick Cricket Club), Paul Wilmot and Malcolm Rigg, Elizabeth Barraclough (Friends of Keswick Parks) and one member of the press.

59. Apologies

Apologies for absence were received from Councillor Martin Jordan (holiday).

60. Declarations of Interests

No declarations of interests were received from members in respect of items on this agenda.

61. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the Minutes of the Special Trust Meeting held on Thursday 22nd November 2017 (page 10).

62. Chairman's Report

The Chairman thanked trustees and staff for all their hard work.

63. Friends of Keswick Parks

RECEIVED report of Friends of Keswick Parks. Elizabeth Barraclough gave further information on proposals for a new feature at the Sensory Garden on Wivell Park. This could possibly be solar powered and discussions had taken place with the Head of Keswick School about the Technology department adopting it as a project to be carried out later in the year.

64. Fitz Park Signage and Banner

Keith Richardson presented the designs for the 'maps' to be placed at the entrances to Fitz Park and updated on progress with the banner. Trustees welcomed and supported the proposed designs and suggested other outlets for the maps to publicise the park.

65. Parks Manager's Report

Consideration was given to the report of the Parks Manager.

RESOLVED that all six lights at the Multi Use Games Area be replaced with 600w LED lights to be funded from the existing budget (£2,000) supplemented by a contribution from the sinking fund for Fitz Park. It was further **RESOLVED** that an item be placed on the agenda for the next meeting regarding arrangements for bookings and sale of lighting tokens for the facility.

66. Draft Budgets 2018-19

RESOLVED that the draft budgets for 2018-19 for Hope and Fitz Parks be approved.

67. Requests for use of the Parks

Consideration was given to a request from the organisers of Keswick Mountain Festival for use of Hope Park as a contingency route for three of the trail races, ending next to the Theatre.

RESOLVED that approval be granted at the normal charge for use of the parks (£1 per competitor) and subject to provision of a £500 bond.

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.'

68. Contracting**i) New Equipment Store and Staff Accommodation at Hope Park**

RECEIVED an update on costings from Steve Harwood

ii) Replacement of Parks Van

Consideration was given to the report of the Parks Manager

RESOLVED that option 3 be agreed and a second hand van be purchased with the existing vehicle to be used as part-exchange.

iii) Hope Park Lease renewal

Consideration was given to the report of the Clerk.

RESOLVED that additional legal fees be met on a time only basis up to a maximum of £2,000 to be funded from Hope Park general reserves.

69. Staffing

RECEIVED an update from the Parks Manager.

RESOLVED that the proposal be implemented.

The meeting closed at 8.55 pm

Chairman

Date

Submission to Fitz Park Trust of a Proposal for a Grant Application for United Utilities Funding

The possibility of funding from UU encouraged me to look at an idea raised a few years ago for a wildlife area and water feature in the boggy part of Fitz Park near the hospital. I attach the preliminary ideas and would like the Trust to decide whether these ideas are worth developing before any more detailed work and consultation is done.

Costing the project

I asked Cosgrove Garden Maintenance for some rough estimates of creating the pond with access, the figure they came up with was £28,000 which makes it at least feasible within the £30,000 UU offer. A possibility could be to split the project into two phases spanning two funding years giving a lot more flexibility.

Consultations needed

The area is in the flood plain so any changes to the land and the drainage would need to be looked at carefully by both the Environment Agency and the Flood Action Group to ensure that the works do not increase flooding problems. Also any work done should as far as possible be resilient to flooding. I have already talked to Lynn Jones but not with any detailed plans.

Maintenance

The aim must be to keep the maintenance requirements to a minimum but the pond, particularly the frog breeding pond, will require cleaning out once a year and ice breaking in severe winter weather. The boardwalk access to the ponds, if it can be afforded, should not require annual maintenance. Another major flood could devastate the whole scheme even if designed to withstand flooding.

EDB
February 2018

Proposal for Fitz Park Enhancement to be financed from UU grant

Overview

The NW end of the Park, from the Brundholme Road entrance, provides nothing for visitors to the Park. The old railway line on one side of the path is covered with trees while on the other side, fenced off from the path, is a damp boggy area with a stream running through it. The aim would be to improve the entrance to the Park and create a wildlife area with a pond with access to it by boardwalk and provide areas where schools could study the flora and fauna. A rough draft of the location and the siting of the pond and trees is appended

The Pond as the Major Feature

The pond, once created, should look as if it had always been there. It should be a pond for wildlife not a pleasure pool. The depth would be less than a metre and have gentle gradients. There would be a section of the pond only connected after heavy rain to provide a breeding area for frogs etc.

The pond would be created by scooping out and lining a fairly large area of the bog. The pond would be fed by diverting the stream where it enters the Park but using the same exit.

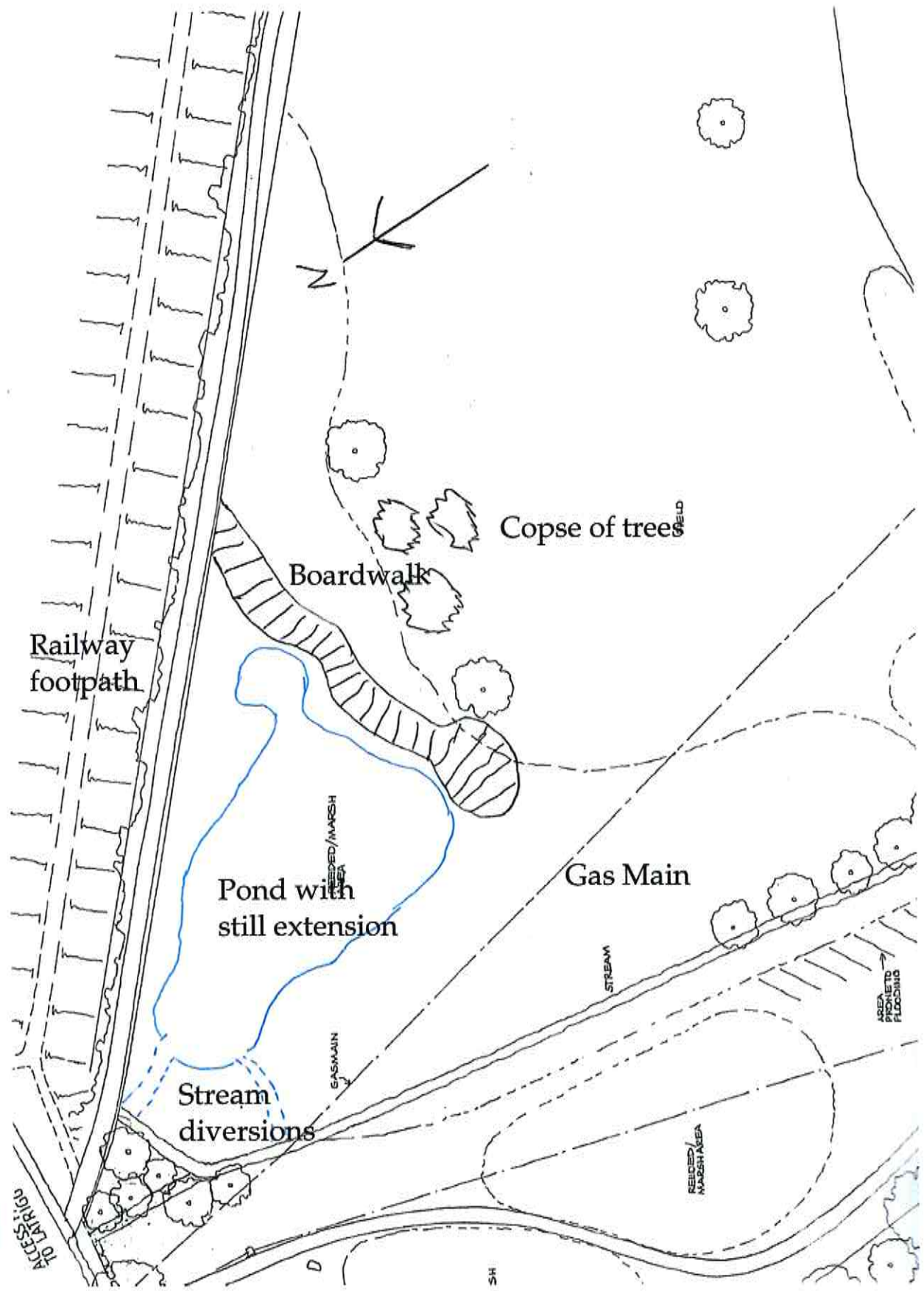
A boardwalk would provide access to the different areas.

Tree planting

Between the pond and the BMX track a small copse of native trees would be planted. These would be East of the pond so would not shade the pond from sunlight.

Access Improvements

Access from Brundholme Road and through to the rest of the Park should be widened and the surface improved. The stream will need diverting to feed the pond and the bridge/culvert-pipe renewed. The access to the pond area will require a graded path but the majority of the fence protecting the drop into the boggy area should be retained and renewed.



Parks Manager Report March 2018

Christine Fawcett

The last two months have again been busy with the Parks staff working hard. The wet and damp weather over the last two months has made progress in all the Parks difficult; however, the recent weeks of dry frosty conditions have improved things. Thanks must go to the parks staff for their on going efforts and the enthusiasm of the three ladies within the office of Keswick Town Council.

Hope Park

Visitor numbers have fallen due to the time of year which has given us the opportunity to lift and divide a herbaceous border and make use of some Hostas from there in Fitz Park.

The pitch & putt has responded well to the autumn maintenance and the grass sward looks good and healthy for the time of year. Some autumn fertilizer was applied in January to improve colour and root growth in preparation for next season and half term use.

Herbaceous borders have all been cut back and mulch has been applied and in due course one border will be replanted with new perennials.

All of the hedges have now been cut back and the climbing roses have been reduced to allow new growth.

The new buildings are making progress and on the snowy days of February staff have taken pride in painting the new machinery building. This element was taken out of the original quote to reduce costs and materials to do this have been taken from the park budget.



The roof/surface water drain has been dug and extended rather further than the original plans; it made sense to extend it and in order to get water away from the new buildings as far as possible.

The area to be tarmacked in front of the new buildings for access is very small and I am obtaining a quote to extend this tarmac to a larger more usable space. Would the trustees consider this extra cost?

The culvert blockage next to the Café has been repaired at a cost of £1890.00. This cost has been taken from the Park budget.

A large limb of the oak tree in the yard has been removed and the wood has been utilized by building a wood wall in the bird hide. Lots of nooks and crannies have been left for birds to nest in and create a bug hotel.



Townsville

This area has been monitored and the wall repairs are still on going. The Responsible Finance Officer has also been in touch with the company involved to try and speed up the process.

Quotes are being waited for to remove the large fallen tree at the top of Townsville. In my professional opinion this could be a considerable cost due to the location of the tree in the river - a winch or crane maybe required for removal.

Lower Fitz Park

The play area has had various parts replaced to pieces of equipment including the Sand Dump and the roundabout. Five loads of bark mulch have been levelled on the area and a wagon load of play sand will follow shortly.

Wilson's plant has carried out some of the flood strategy work, as highlighted in the Rachel Gerrard report. Access to the area above the cricket pitch has been improved and the bund has been removed between the football pitches.

However this additional work will not solve the problem of the path flooding beside the Hogg House, a new drain may be needed to the river. Again this will not be an easy task due to the mains sewage pipe and the high pressure gas main. Permission will be required for both gas and sewage to be crossed, a quote has been received to install this drain at a cost of £9660.00. Monies can be utilised from the flood grant fund of £2,770.00, leaving a short fall of £6,890.00. Would the trustees like to take this job further at the present time or leave it until next year when more funds are available?

The Holly tree next to Knight's bridge has been reduced to improve visibility to the footpath and several hanging limbs removed from the large oak trees behind the Cricket Club House. As highlighted in the recent tree report, work is needed on this group of trees to remove dead branches and prevent potential accidents.

Upper Fitz Park

All of the shrub borders have been weeded, edged and are now being covered in bark mulch to help to suppress weeds.

Flood strategy work has also begun to be carried out and includes the new drain, path repair and levelling of the river bank. This is still to re-seed with grass seed and will be completed as soon as the weather allows.



Also ongoing is the removal of soil and large planting of the shrub bed behind the Bowling Green, this is to allow water to escape from the park more easily. This area will be planted with either low growing shrubs or herbaceous perennials.

The large conifer in the corner has also been removed; although a

lovely tree it was heavily weighted to the river Greta. With the removal of soil from its roots and nature of conifers being shallow rooted, we couldn't risk for this tree to potentially come down onto members of the public or into the river and block Silver Bridge.



The main trunk and spur have been left and with the trustees permission I would like to get some ideas and cost for a large carving which links either to the Parks, The Trust or the Town of Keswick.

Posts have been concreted into some of the shrub beds where planting is not as thick. This is to help prevent large debris entering the park in the event of another flood.





Wivell Bridge is showing the signs of water damage. The stone foundations put in after storm Desmond have moved through this winter. A licence will have to be obtained from the Environment Agency to carry out the repair work next summer. Again this is another additional cost that has to be considered.

In summary I have highlighted the forthcoming issues within the parks and broken it down to costs for you to consider

Sinking Fund

Fund at 31/01/17 £82,242.53
 Fund at 31/01/18 £45,042.26

Agreed January Meeting 2018

MUGA lights cost		£5336.00 minus
£452 available from park fund nominal code 5792 (CSA expenditure) plus		
£2300 available from park fund nominal code 5864 (Contingency)		<u>£2752.00</u>
Total shortfall from sinking fund		£2584.00

Sinking Fund	£45,042.26 minus above £2,584.00	<u>Total remaining</u>	<u>£42,458.26</u>
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Sinking Fund	£42,458.26
Top up 18/19 budget	£15,000.00
Sinking Fund 18/19	Total £57,458.26

Approval is required for spend on the following further works in priority order:

Wivell Bridge repairs	£ awaiting quote and licence fee
Tree work	£2500.00
Drainage to Lower Fitz Park, Hogg House footpath	£6890.00

Development and Equipment Fund

Fund at 31/01/18		£34,831.57
Agreed January meeting 2018:		
Replace parks van shortfall	£1,239.14	
Sign writing for replacement van	£ 360.00	Total £ 1,599.14

Fund £34,831.57 minus above	£1599.14	<u>Total remaining</u>	<u>£33,232.43</u>
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Approval is required for the following:

Overspend at Hope Park Buildings	£1,639.00 @ 31/01/18
Installation of BT line Hope Park	£1,038.45
Connection fee for BT line	<u>£ 125.00</u> Total £2,802.45

Additional work carried out by Mike Fell - phone line ducting (Open Reach quote for the above £2,000.00)	£ 400.00	
Additional trench to be dug for drainage	<u>£ 500.00</u>	Total £ 900.00
Additional tarmac at Hope Park Building	£ awaiting quote	
Development and Equipment Fund remaining		Total £29,529.98

**KESWICK PARKS CHARITABLE TRUSTS
8 MARCH 2018**

CLERK'S REPORT

New Parks Van

At the last Trust meeting it was agreed to go ahead with the purchase of a second hand van based on figures provided by the supplier. Unfortunately these figures were subsequently found to be incorrect and revised figures were circulated to Trustees. There was a consensus that the purchase of a second hand van should go ahead based on the revised figures – ratification of this is required at the meeting. The van has now been purchased and is in use (see below) – signwriting yet to be carried out.



Electricity North West work at Wivell Park

An approach was received on 30th January from Electricity North West for permission to cross the area between the bus shelter and the seat at Wivell Park to facilitate the installation of a new electricity supply. A wayleave agreement was subsequently signed and the work has now been completed with reinstatement carried out to the satisfaction of the Parks Manager, together with a new tarmac surface on the path to the Pups Shelter. A fee of £100 is also due to be received.



Dog Fouling Signs

A suggestion has come forward from a member of the public that signs be erected adjacent to the playing field areas in Fitz Park (see attached), suitably re-worded. Views are sought on this suggestion.

Parks Events Bookings Diary

A copy of the latest bookings diary for the parks is attached for information.

LW
010318

**GREEN AREA
FOR CHILDREN
NOT FOR DOGS
TO SHITE ON**

PARKS EVENTS BOOKINGS DIARY 2018

PRINT OFF A3 AND LAMINATE FOR CLIP FRAME IN FITZ

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Jan	Mo Ritz Hope	Tu	We	Th	Fr	Sa Athletic Club pre	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We
Feb	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
Mar	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
Apr	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu
May	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th
Jun	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
Jul	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu
Aug	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
Sep	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo
Oct	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We
Nov	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
Dec	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo

HOPE PARK

Budget 1st April 2017 to 31st March 2018

Budget Summary as at 30th September 2017

3rd Quarter

Expenditure:	AGREED Budget for 17/18	Expenditure to 31.12.17	% of budget spent	
Games Areas Equipment	500	500	100.00	
Tools	1250	1042	83.36	
Materials	1500	1081	72.07	
Maintenance	1000	984	98.40	
Repairs - Paths/fences	2500	892	35.68	
Repairs - Buildings	1200	363	30.25	
Repairs - Course	500	497	99.40	
Repairs - Machinery	1000	441	44.10	
Repairs - Van service/repairs	500	509	101.80	
Fuel and licences	3250	1796	55.26	
Plants & Compost	3000	2994	99.80	
Trees and shrubs	300	0	0.00	
Fertilisers	650	559	86.00	
Electricity and heating oil	1200	207	17.25	
Water rates	270	87	32.22	
Wages (Gardeners)	36487	25223	69.13	
Wages (Management) + See budget adjustment below	32882	30015	91.28	
Admin and on costs	24550	16753	68.24	
Insurance	3600	3092	85.89	Adjustment pending
Telephone	375	287	76.53	
Advertising - Including Staff Recruitment	600	554	92.33	
Trade Refuse Collection	680	424	62.35	
Training costs	700	320	45.71	
Workwear	1100	838	76.18	
Equipment	400	352	88.00	
Audit Fee & Accounts Preparation	800	0	0.00	
Bird/squirrel feeding station	500	202	40.40	
Printing and stationery	50	0	0.00	
Contingency	1500	618	41.20	
Health and Safety	700	73	10.43	
Computer equipment	200	0	0.00	
Web & Internet Costs	75	0	0.00	
Tree Work & Surveys	2000	150	7.50	
Professional Fees	1500	3500	233.33	Lease renewal fees
Signs Expense	500	500	100.00	
Drainage (filling) work to fairway	500	0	0.00	
Contribution to D&E Fund	5100	5100	100.00	HP agree Kubota's
TOTAL EXPENDITURE:	133419	99953	74.92	

Income:	AGREED Budget 17/18	Actual Income to 31.12.17	% of budget Income
Games, Golf Hut & Café - Lease/Licence	162000	162000	100.00
Bank interest	5	0	0.00
Donations & Money Spinner	300	300	100.00
Building Fund interest	10	0	0.00
Bird/Squirrel Feed Station Donations	200	272	136.00
Keswick Lions	250	250	100.00
Hire of Park	0	550	0.00
TOTAL INCOME:	162765	163372	100.37

SURPLUS/deficit	29346	63419
Wages (Management) - Budget Adjustment	10520	0
SURPLUS/DEFICIT - After adjustment	18826	63419

Development & Equipment Fund - Expenditure Required 2017/2018	AGREED Budget for 17/18	Expenditure to 31.12.17	% of budget spent
Change Iseki (as 10 years old)	4650	4650	100
Kubota's (HP over 5 years £4,868.76 per year)	5100	3396	66.59
	9750	8046	

FITZ PARK

1st April 2017 - 31st March 2018

Budget Summary as at 31 December 2017

3rd Quarter

Expenditure:	AGREED Budget for 17/18	Expenditure to 31.12.17	% of budget spent
Materials	2000	1969	98.45
Games Equipment - Including CSA	200	170	85.00
Repairs - Paths, fences & walls	3000	3000	100.00
Repairs - Buildings	1000	962	96.20
Repairs - Greens and courts	1000	1000	100.00
Repairs & Maintenance - children's play area	6000	3173	52.88
Repairs - Bridges (Wivell & Knights)	250	0	0.00
Trade refuse	750	240	32.00
Plants, trees & shrubs - plant material	1200	886	73.83
Fertiliser	1000	879	87.90
Electricity	850	511	60.12
CSA Electricity	400	73	18.25
CSA Expenditure	600	148	24.67
Water Rates	550	208	37.82
Wages, NI & SA (Management) + <i>see below</i>	8221	7504	91.28
Wages, NI & SA (Gardener & Maintenance)	41885	31113	74.28
Grass cutting - outside contract	8000	8000	100.00
Admin and on costs	24550	16753	68.24
Insurance	6000	4619	76.98
Advertising & Staff Recruitment	600	554	92.33
Car park expenses	5000	6686	133.72
Audit fee & Accounts Preparation	800	0	0.00
Tools	300	300	100.00
Health and Safety	300	99	33.00
Printing & Stationery	50	0	0.00
Sinking Fund	10000	10000	100.00
Hygiene Contract	75	75	100.00
Signs Expense (<i>not including Market Town Grant - see fund</i>)	300	293	97.67
Tree Work	3500	0	0.00
Workwear	500	342	68.40
Contingency	4000	1610	40.25
Professional Fees	250	0	0.00
Maintenance	1500	1011	67.40
BMX Track Expenditure	1000	90	9.00
Collection Box Upgrade - Play Area	1300	0	0.00
Training	500	75	15.00
Repairs - Machinery	0	294	0.00
Bank charges	0	235	0.00
Total Expenditure:	137431	102872	74.85

Income:	AGREED Budget for 17/18	Income to 31.12.17	% of budget income
Licence Fee - Games & Catering	1000	0	0.00
New Car park income	20000	18476	92.38
Wayleaves	33	33	100.00
Insurance Reimbursements	1200	1189	99.08
Hire of Fitz Park	3500	1783	50.94
Donations	100	85	85.00
Tennis Club - Licence Agreement	150	1250	833.33
Football Club - Lease	1000	1000	100.00
Car Park Levy - Football Club	4000	7583	189.58
CSA Electricity	300	0	0.00
Play Area Donations	250	641	256.40
BMX Track Donations	50	0	0.00
Bank Interest & Loyalty reward	0	73	0.00
Total Income:	31583	32113	101.68

NET EXPENDITURE DEFICIT	-105848	-70759	66.85
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Wages (Management) - Budget Adjustment- FROM RESERVES	2630	0	0.00
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NET EXPENDITURE DEFICIT - After budget adjustment	-108478	-70759	65.23
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From: Graham Gristwood
Sent: 23 February 2018 13:53
To: Lynda Walker
Cc: 'Parks Manager'
Subject: Re: 10Peaks Lake District event 23-24th June 2018

Some information about our event:

10Peaks Lake District (we also have a 10Peaks Brecon Beacons). The event has run for 8 years. This is 2nd year that my company is organising the event. We want the event to grow and become more profitable for us, and we want to build a relationship with the local stakeholders that is mutually beneficial. There are a Long course (73km) and a Short course (48km) which both start under Helvellyn (after a bus ride to the start), take in a number of high peaks including Scafell and Scafell Pike, and then finish back in Keswick. We had around 200 participants in 2017, and we have around 150 entries for 2018 already, so we are on course to grow this year.

Our website is here - <http://www.10peaks.com/the-lakes/>

I think your idea regarding the car park is very good, and we would like to proceed with that.

We would want to put up the marquee on the morning of Friday 22nd June, and take it down on the morning of Monday 25th June. I think that there is no reason to close all of the car park on those days - it is big enough to accommodate all cars that are likely to park as well as providing us about half of the space to erect and take down the marquee. Then we would like sole use from Friday 12pm (lunchtime) - Sunday midnight.

I would envisage a marquee approx 6*12m, plus all our volunteer's vehicles parking in the car park over the weekend.

We would also like to camp on the discussed area in the park. I would imagine there might be 10-20 volunteers who want to camp both Friday and Saturday night, and maybe 20-30 participants who would like to camp Friday night only. It is really hard to estimate the demand, as we have never offered this as an option before, but we can charge a fee per head to the participants, and then give you a certain rate per person per night.

Summary -

- Camping Friday and Saturday nights for a small number of tents.
- Space in the car park Friday morning for marquee erection.
- Sole use of the car park from Friday lunchtime to Sunday night.
- Space in the car park Monday morning for marquee dismantling.



See our complete event portfolio at www.oureaevents.com
Next up: [SILVA Great Lakeland 3Day™ 20th anniversary event](#)

From: WordPress [<mailto:wordpress@keswicktowncouncil.gov.uk>]

Sent: 12 February 2018 16:32

To: office@keswicktowncouncil.gov.uk

Subject: New message from Keswick Town Council

Dear Sir/Madam, My name is Rowan Wishart and I'm emailing on behalf of BoxedIn Theatre company. We're a new, non-profit theatre company all about promoting accessibility to theatre and the arts in rural communities. We're currently in the process of organising our British and Irish tour for Summer 2018, and we're really hoping to stop off in Keswick for 2 days on the 18th and 19th of July. We'll be bringing a production of A Midsummer Night's Dream as well as a piece of new writing - an adaptation of the Selkie story. The show is a medium scale affair - maximum 40 people each night, with a small kind of gazebo in case of rain; nothing too big or flashy. The tickets will be a maximum of £5 each to ensure economic accessibility as well. To make all of this happen we need to lock down a venue, and we were just having a browse on line, and we came across the green space that is in your possession, the Keswick Museum and Art Gallery Gardens, and we think it would be a really great fit. So basically, I'm just writing to ask if that's something you'd be interested in. I spoke to Tracy on the phone earlier today and she seemed very keen but said the best thing to do would be to get in contact with you - as the gardens are not under the museum's remit but the council's if I am correct? If you'd like any more information please don't hesitate to contact me,