

KESWICK TOWN COUNCIL

Minutes of the Annual Meeting of Keswick Town Council held in the Council Chamber, 50 Main Street, Keswick on Thursday 17th May 2018 at 7.30pm.

Present:

Chairman

Councillor David Burn

Councillors

Allan Daniels
Tony Lywood
Jean Murray

Martin Jordan
Susan Leighton
Adam Paxon

Denstone Kemp
Duncan Miller
Martin Pugmire

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), 1 member of the press and 16 members of the public.

Prior to the start of the meeting Hanna Latty, Team Leader Strategy and Planning Policy at the Lake District National Park Authority, delivered a presentation about the Local Plan Review which was open for public consultation from 8th May to 29th June. The main headings and targets were outlined and Hanna explained that the Plan contained policies for each of the five Distinctive Areas of the National Park covering the unique issues and opportunities in each area. 25% of all development was contained within the North Distinctive Area and there were showcase areas proposed in Keswick and Borrowdale to include the Lakeshore. She encouraged everyone to view the on line map and said that consideration could be given to extending the consultation period in certain circumstances.

At the start of the meeting the outgoing Mayor, Councillor Susan Leighton, paid tribute to Roger Purkiss, who had been a long serving member of the Town Council and Mayor of Keswick three times. A minute's silence followed.

Councillor Leighton then thanked the staff and Councillors for their support during her year of office and congratulated all volunteers who contributed so much to community life. She had fulfilled her undertaking to knit 100 poppies for the Remembrance display and was pleased to report that she had raised almost £2,000 for her chosen charity, MIND, with more donations still to be received.

1. Election of Chairman (Town Mayor)

There being only one nomination it was **RESOLVED** that Councillor David Burn be elected as the Chairman (Town Mayor) for the ensuing year. Councillor Burn made the statutory Declaration of Acceptance of Office. The Mayor thanked Councillor Leighton for all her hard work during her Mayoral year and presented a photograph album recording her year in office prepared by the Mayor's consort. He also paid tribute to Roger Purkiss, who had carried out his civic duties with good humour and commitment. He announced that his chosen charity for the year would be Pets Lifeline.

2. Election of Deputy Chairman (Deputy Mayor)

There being only one nomination it was **RESOLVED** that Councillor Allan Daniels be elected as Deputy Chairman (Deputy Mayor) for the ensuing year. Councillor Daniels made a Declaration of Acceptance of Office.

3. Presentation of Mayor's Cadet

The Mayor's Cadet for the year, Ed Mallinder, was presented to the Mayor who congratulated him on being chosen for the role.

4. Apologies

Apologies for absence were received from Councillors Kendall (work) and Titley (holiday), and Dr Geoff Davies (LDNPA).

5. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 19th April 2018 (pages 55-59).

6. Requests for Dispensations

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

7. Declarations of Interests

No declarations of interests in respect of items on the agenda were received.

8. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing team for April. 16 crimes had been reported in the Keswick area during April 2018 with 7 anti-social behaviour incidents reported during the month (this compared with a total of 25 incidents for the same period in 2017). PCSO Catherine Smith was in attendance and answered questions from Councillors.

9. Matters to be received from the Public

A member of Above Derwent Parish Council raised the issue of the new signage on Longbridge at Portinscale and advised that overnight parking by motorhomes was still taking place in this area. He also raised the subject of parking for disabled drivers in Keswick, in particular at Derwent Close, which he felt should have a three hour limit. County Councillor Lywood agreed to take this issue up.

Representatives of Keswick Ministries and Keswick Tourism Association outlined details of a new loyalty scheme – ‘Friends of Keswick’ – which was to be introduced soon. The aim of the scheme was to encourage visitors to the town to use local businesses and to make purchases from participating outlets where they would receive a stamp on a card. A ‘Friend of Keswick’ badge would be awarded when the relevant number of stamps were collected and participants would be entered into a prize draw. Details of the scheme would be placed in the Convention handbook, but it was emphasised that it was available to all visitors for the holiday season, not just during Convention. The Town Council was asked to support the scheme and encourage the town as a whole to do likewise.

10. Matters to be received from Councillors

Councillor Lywood expressed disappointment with the distribution of the United Utilities Legacy Fund to date and said that he would like to see more grants directed towards the Keswick area, which was suffering the greatest disruption.

Councillor Murray updated on the reinstatement work to the Market Square following the work carried out by Electricity North West and said that she would continue to monitor the situation.

11. Applications for Development

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

Plan Ref.	Description of Development
T/2018/0046	Location Crown raise & prune 5 beech trees. Thin out holly & self seeded saplings The Coach House, Chestnut Hill <i>Support - appropriate management</i> SUPPORT
7/2018/2051	Two storey side extension - Amended plans Mount View, 12 Fenton <i>Neutral – Concerns over close proximity to neighbours</i> NEUTRAL <i>Objection letter received - 10 May 2018</i>
7/2018/2056	Demolition of existing single storey flat roofed day room extension. Erection of a single storey extension with internal remodelling to existing In-Patient Ward. Extension of existing hardstanding to provide additional car parking

Mary Hewetson Cottage Hospital, Crosthwaite Road
Support - essential addition to hospital. Sympathetic plan
SUPPORT

7/2018/2057 Erection of two-storey side extension, to the outrigger to create additional living accommodation to create an annex to the main dwelling, and demolish the existing garage and summer house and erect a detached wooden building, for domestic use Fern Lea, Penrith Road
Object - support for two-storey side extension but strong reservation on wooden building for 'domestic use'. Would like further information on use of wooden building.
OBJECT

7/2018/2084 Conversion of existing car park & passage at rear of pub to beer garden - resubmission of 7/2017/2339
 The Chief Justice of the Common Pleas - 2-6 Bank Street
Object - for the following reasons (the fundamental objections remain):

- *given the pressure on car parking in Keswick it is unwise to sacrifice parking provision for a pub extension when that pub already has substantial external areas*
- *Increased noise and disruption in a residential area*
- *Scale of the development is too large and out of place in a residential area*
- *Development is located in a conservation area (some of the building is listed)*
- *Additional lighting installed could be a distraction to vehicles on the highway*

Note - Representations were once again made at the meeting by residents living in close proximity to the development who also presented a petition.
OBJECT

7/2018/2085 Change the use of existing retail premises to A5 take-away and installation of extraction ductwork
 United Norwest Co-op Ltd, 25 Main Street
Support - better than an empty shop
SUPPORT

7/2018/2089 Change of use of existing retail premises to A5 take-away and installation of extraction ductwork – listed building consent
 United Norwest Co-op Ltd, 25 Main Street
Support - better than an empty shop
SUPPORT

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

12. Living Lakes - Your Local Plan Review

Consideration was given to establishing a working group to study the documents of the Local Plan review and advise the Council on its consultation response.

RESOLVED that a Local Plan Review Working Group be formed comprising members of the Planning Group (Councillors Daniels, Miller and Titley) supplemented by Councillors Jordan, Leighton, Lywood and Paxon, to study the documents and report back to the Council on issues affecting Keswick.

13. Mayor's Engagements

RECEIVED details of the Mayor's engagements and meeting attendance for the period 13th April 2018 – 10th May 2018.

14. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – Councillor Lywood reported that negotiations regarding the proposed sale of the Moot Hall to the Battersby Trust were progressing.
- ii) Cumbria County Council – Councillor Lywood and Councillor Burn reported that meetings had taken place regarding the relocation of campervans from Longbridge to Church Lane following the erection of ‘No Overnight Parking’ signs. As a result of these, similar signage was to be placed on Church Lane. The issue of speeding on High Hill and Chestnut Hill had also been raised, however neither of these locations currently met the criteria for fixed signage. The use of a camera van and Speed Indication Device had been offered for Chestnut Hill which could lead to the provision of a permanent sign in due course.
- iii) Lake District National Park Authority North Distinctive Area Parishes Representative – Dr Geoff Davies submitted a written report.

15. Car Parking Problems in Keswick

Consideration was given to a request from the Annual Town Meeting for the Town Council to write to the authorities concerned to press for a strategic review of parking in the town which would address all parking issues not just ‘backstreet’ parking. Glenn Savage of Fair Parking for Keswick expressed disappointment that their petition to the County Council asking for this had been ignored with the exception of a proposal to introduce on street parking restrictions.

RESOLVED that the County Council be asked for details of their proposals to address parking issues and to carry out a strategic review with the other relevant authorities to include on and off street parking.

16. Chairman’s Allowance

RESOLVED that the Chairman’s allowance in pursuance of Section 15 (5) of the Local Government Act 1972 be set at £2,000, as per the budget provision made.

17. Standing Committee and Working Group Members

i) Staffing Committee

RESOLVED that the Staffing Committee comprise five Councillors, to include ex officio the Mayor and the Chair of the Parks Trusts plus Councillors Daniels (Deputy Mayor), Miller (Trust Vice Chair) and Murray.

ii) Events Committee

RESOLVED that Councillors Burn, Daniels, Lywood and Titley be appointed to the Events Committee.

iii) Planning Group

RESOLVED that Councillors Daniels, Miller and Titley be appointed to the Planning Group.

18. Outside Bodies & Liaison Meetings

RESOLVED that the following Councillors be appointed as representatives on the undermentioned outside bodies:

The Battersby Charity	Councillor Tony Lywood
Cumbria Theatre Trust	Councillor Martin Pugmire
Keswick Community Emergency Recovery Partnership	Councillor Martin Pugmire
Keswick Tourism Association	Councillor Paul Titley
Keswick Youth Centre	Councillor Graham Kendall
Keswick Fair Trade Committee	No representative required.
Keswick Flood Action Group	Councillor Martin Jordan
Keswick Convention Town Liaison Group	Councillors Jean Murray and Adam Paxon
Liaison Meetings (CALC Allerdale, Lake District Partnership Parish Forum)	Councillor Susan Leighton Councillor Martin Pugmire Councillor Paul Titley

19. Schedule of Meetings 2018/19

RESOLVED that the date and times of ordinary meetings of the Council for the ensuing year be fixed as follows:

(Meetings start at 7.30pm except where stated otherwise)

21 st June 2018	Town Council Meeting
12 th July 2018	Charitable Trust Meeting
19 th July 2018	Town Council Meeting
16 th August 2018	Town Council Meeting
13 th September 2018	Charitable Trust Meeting
20 th September 2018	Town Council Meeting
18 th October 2018	Town Council Meeting
8 th November 2018	Charitable Trust Meeting
15 th November 2018	Town Council Meeting
20 th December 2018	Town Council Meeting start 7.00pm
10 th January 2019	Charitable Trust Meeting
17 th January 2019	Town Council Meeting
21 st February 2019	Town Council Meeting
14 th March 2019	Charitable Trust Meeting
21 st March 2019	Town Council Meeting
18 th April 2019	Annual Parish 6.30pm – 7.30pm Town Council Meeting 7.30pm
16 th May 2019	Annual Council Meeting 7.30pm
23 rd May 2019	Annual Trust Meeting 7.30pm

20. Members Attendances

RECEIVED for information details of members' attendances for 2017/18.

21. Schedule of Charges

RESOLVED that the existing charges stay in place for 2018/19.

22. Review of Standing Orders

Consideration was given to the Clerk's report following the annual review of Standing Orders.

RESOLVED that the suggested revisions to Standing Orders be approved and the new Standing Orders be adopted with immediate effect.

23. Payment of Accounts

RESOLVED that the accounts for May 2018 as approved by the Inspection Committee be authorised for payment for:

- i) The Town Council, vouchers 14 – 50 amounting to £44,759.72 (forty four thousand, seven hundred and fifty nine pounds and seventy two pence)

- ii) The Trusts, vouchers HP14 – FP22 amounting to £27,399.13 (twenty seven thousand, three hundred and ninety nine pounds and thirteen pence)

24. General Data Protection Regulations

The Clerk presented a Data Protection Policy to meet the requirements of the new General Data Protection Regulations coming into force on 25th May 2018.

RESOLVED that the Data Protection Policy be approved and adopted.

25. Insurance Renewal/Review

RECEIVED the report of the Responsible Financial Officer.

RESOLVED that the insurance renewal terms be noted and approved.

26. Clerk's Report

RECEIVED the report of the Clerk.

Prior to the following business the Chairman moved 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'

27. Staffing

RECEIVED the report of the Clerk.

RESOLVED that a letter of thanks be sent to the Administration and Finance Assistant.

The meeting closed at 9.35 pm.

Chairman

Date