

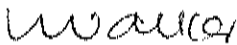
KESWICK TOWN COUNCIL

Council Offices  
50 Main Street  
Keswick  
CA12 5JS  
Tel 017687 73607

13<sup>th</sup> December 2018

A meeting of Keswick Town Council will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Thursday 20th December 2018 at 7.00pm.**

The press and public are welcome to attend.



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 15<sup>th</sup> November 2018 (pages 29-32).
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. Inspector Gale will be attending the meeting.
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 10 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 agree observations to be submitted to the Lake District National Park Authority
  - ii) To receive update on National Park planning decisions
- 9. Mayor's Report**

To receive details of the Mayor's engagements and meetings attendance for the period 19<sup>th</sup> November 2018 – 13<sup>th</sup> December 2018
- 10. Request for Speed Indication Devices at Chestnut Hill and High Hill**

To receive an update from the Mayor.
- 11. Reports from Ward Representatives**

To receive reports from the following representatives:

  - i) Allerdale Borough Council Ward Representatives
  - ii) Cumbria County Council Ward Representative
  - iii) LDNPA North Distinctive Area Parishes Representative
- 12. Payment of Accounts**

To approve the payment of accounts for December 2018 as recommended by the Inspection Committee (list to be circulated at the meeting):

  - i) For the Town Council
  - ii) For the Trusts.
- 13. Budget for 2019/2020**

To approve the draft Budget for the financial year 2019/20 (enclosed), to set the precept, and to agree grants to local organisations from the 2019/20 budget.
- 14. Second and Holiday Homes – Council Tax and Business Rates**

To consider a motion put forward by Councillors Daniels and Lywood that in view of the threat being posed to local communities by excessive second home ownership, the Town Council support the campaign to close the loophole which enables second home owners to pay neither Council Tax nor Business Rates on their properties by registering them as businesses which then qualify for Small Business Rates Relief.
- 15. Keswick Transport Study (including Parking)**

To consider making a nominal contribution of £1,000 towards the costs of carrying out a study to look at transport (including parking) improvements for Keswick (total estimated cost of study £80-90,000 to be funded jointly by Lake District National Park Authority, Cumbria County Council, Allerdale Borough Council and Keswick Town Council).
- 16. Clerk's Report**

To consider the Clerk's report.
- 17. Minutes of Committee and Liaison meetings**

To receive for information:

  - i) the draft Minutes of the Events Committee meeting held on 20<sup>th</sup> November 2018
  - ii) the draft Minutes of the CALC Allerdale District Annual Meeting held in September 2018
  - iii) the notes of Keswick Ministries Town Liaison Forum held on 25<sup>th</sup> September 2018
- 18. Correspondence**

To consider the following correspondence:

  - i) DEFRA – response to letter re Thirlmere Reservoir

- ii) United Utilities – response to letter re Thirlmere Reservoir
- iii) Cumbria Road Safety Partnership – Speed Indicating Devices
- iv) Cumbria County Council – Consultation – Keswick and Surrounding Area Traffic Regulation Order
- v) Jill Chambers – Disability Access
- vi) Kenneth Price – road surface around the Headlands

**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'*

**19. Contracting – Floral Displays**

To consider the report of the Clerk and RFO.

**20. Staffing - Staffing Committee Minutes**

To receive for information the draft Minutes of the Staffing Committee meeting held on 11<sup>th</sup> December 2018 and to approve and adopt the Employer Discretions Statement of Policy - Pensions and the Staff Uniform Policy as recommended.

## KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held in the Council Chamber, 50 Main Street, Keswick on Thursday 15<sup>th</sup> November 2018 at 7.30pm.

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**Present:**

**Chairman**  
Councillor David Burn

<b>Councillors</b>		
Allan Daniels	Martin Jordan	Denstone Kemp
Graham Kendall	Susan Leighton	Tony Lywood
Jean Murray	Adam Paxon	Martin Pugmire

Also present were Lynda Walker (Town Clerk), Dr Geoff Davies (Lake District National Park Authority North Distinctive Area Parishes Representative), 1 member of the press and 5 representatives of Keswick Flood Action Group.

Prior to the meeting, Alistair Cook and Dr Ed Henderson of Keswick Flood Action Group gave a presentation on the Water Balance Model which outlined the important role that management of Thirlmere Reservoir could play in alleviating flood risk for Keswick. This was now more evident in the light of recent studies. Legislative change was needed to require water companies to actively manage reservoir levels to provide storage space, and the Town Council's support was requested in lobbying for this change.

Before starting the meeting, the Mayor thanked all those involved in the organisation of the activities leading up to and including Remembrance Sunday which had been outstanding.

**130. Apologies**

Apologies were received from Councillors Titley and Miller (holiday).

**131. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on the 18<sup>th</sup> October 2018 (pages 25-28).

**132. Requests for Dispensations**

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

**133. Declarations of Interest**

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

**134. Police Report**

The Clerk circulated copies of the report from the Allerdale Rural Neighbourhood Policing Team which had just been received. No officers were in attendance. 37 incident logs and crimes had been reported during October which compared with a total figure of 20 for the previous year. Councillor Murray commented that she had not yet received a response to her request for information on staffing levels for the 101 telephone reporting service. Councillor Lywood reported that he had obtained information from the Police and Crime Commissioner which indicated that response times had improved.

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

No matters were received.

**136. Matters to be raised by Councillors**

Councillor Murray stated that she had received some information to indicate that the contract for the Keswick Mountain Rescue Team rescue helicopter had been changed and that in future any fatalities would not be brought down from the mountains, nor would rescue teams be transported to other calls by helicopter. She intended to seek further information for the next meeting.

Councillor Pugmire commented on the improvement to the kerbs in the Market Square which had made a big difference for anyone using a mobility scooter, as he did.

**137. Request from Keswick Flood Action Group**

Further to the earlier presentation, consideration was given to ways in which the Town Council might further support Keswick Flood Action Group's attempts to reduce flood risk for Keswick by pressing for the introduction of legislation to require water companies to manage reservoir levels so as to provide storage space for water in times of flooding.

**RESOLVED**

- (i) That, in the light of Keswick Flood Action Group's Water Balance model, the Floods Minister be asked to introduce legislation for the management of Thirlmere Reservoir for flood alleviation as well as water supply
- (ii) That a letter be sent to the Chief Executive of United Utilities welcoming the alterations to the lower valves of Thirlmere reservoir, and asking that the upper scour valves also be altered to offer a better chance of a release regime which could reduce flood risk in the future.

*The representatives of Keswick Flood Action Group left the meeting.*

**138. Applications for Development**

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

<b>Plan. Ref</b>	<b>Description of Development Location</b>
T/2018/0145	Works to various trees Bishops House, Ambleside Road, Keswick, CA12 4DD <i>Support - Sensible management of various trees - clearing out deadwood, some crown lifting &amp; felling of one diseased beech tree.</i> <b>SUPPORT</b>
T/2018/0148	Fell two cypress trees 29 Stanger Street, Keswick, CA12 5JX <i>Support - Out of keeping and out of proportion to garden &amp; house.</i> <b>SUPPORT</b>
T/2018/0149	Trim back limbs 1x walnut tree (T1) Walnut Cottage, Otley Road, Keswick, CA12 5LE <i>Support - Huge tree needing attention.</i> <b>SUPPORT</b>
7/2018/2258	Replace a small bathroom window on the third - floor with a PVC window. The frame size is about 40 x 50 cm. Flat 4, 2 Penrith Road, Keswick, CA12 4HF <i>Support - Tiny window and hardly visible on this listed building</i> <b>SUPPORT</b>

- 7/2018/2259 Replacement of three rotted modern wooden sash windows with traditional style PVC sash windows.  
Flat 4, 2 Penrith Road, Keswick, CA12 4HF  
*Support - Will support UPVC sash windows (dormer) only on the 3<sup>rd</sup> floor of this prominent positioned property. However would certainly not support any future application for such windows on any lower floors. We state this as this property became listed in May 1977.*  
**SUPPORT**
- 7/2018/2262 Alterations to the front of the dwelling to create a new parking space and two storey extension to the rear.  
10 Grizedale Close, Keswick, CA12 4JL  
*Support - Appropriate extension unless there are concerns/objection raised by neighbours.*  
**SUPPORT**
- 7/2018/2273 The proposed development is for the construction of a first floor extension to the existing main school building to increase the size of the existing dining room area.  
Keswick School, Vicarage Hill, Keswick, Cumbria, CA12 5QB  
*Support - Infill appropriate extension to school dining room area. This will allow students to all eat at same time in same area.*  
**SUPPORT**
- 7/2018/2274 Replacement of existing single glazed windows with double glazed units. Existing timber framed single glazed windows to be replaced with upvc woodgrain framed double glazed units.  
Lane Rigg Guest House, The Heads, Keswick, CA12 5ES  
*Support - Woodgrain upvc double glazed sash units will be a great improvement on existing. Although in a conservation area, this application complies with comments made within our draft Neighbourhood Plan.*  
**SUPPORT**
- 7/2018/2279 Non illuminated signs (2 fascia signs, 1 hanging sign).  
Mountain Warehouse, 17 Market Square, Keswick CA12 5BQ  
**SUPPORT**
- 7/2018/2289 Operation of a temporary self catering campsite for 3 weeks, to run in conjunction with the Keswick Convention in 2019.  
Crosthwaite Conference Centre, Church Lane, Keswick, CA12 5QG  
*Support - (Annual Application)*  
**SUPPORT**
- 7/2018/2294 Installation of two conservation roof lights to the front elevation and a dormer window to the rear elevation.  
109 Main Street, Keswick, CA12 5EB  
*Support - In proportion to property*  
**SUPPORT**

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

### 139. Request from Keswick Museum

Consideration was given to a request from Keswick Museum for a reduction in the cost of hiring banner space in the Market Square from mid May to the end of October 2019.

**RESOLVED** that the request be approved and a discount of one third of the normal rate be given.

**140. Mayor's Report**

RECEIVED details of the Mayor's engagements and meetings attendance for the period 12th October – 8th November 2018.

**141. Reports from Ward Representatives**

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – Councillor Lywood reported that negotiations were almost complete for the introduction of free WiFi in town centres in Allerdale, including Keswick. A price had been agreed for the sale of the Moot Hall to the Battersby Trust and approval of Allerdale BC's Executive Committee was now required so that the sale could go ahead. The consultation on the Community Governance Review was now complete with 95% in favour of the transfer of the two areas to Keswick Parish. A review of polling stations was being carried out.
- ii) Cumbria County Council – Councillor Lywood reported that kerb improvements to the Market Square should be complete by 31<sup>st</sup> March 2019. He wished to put on record his thanks to Peter Whitehead of Cumbria County Council for his dedication in carrying out the work. Funding was almost in place for the repairs to the Keswick to Threlkeld railway path. As a result of a highways underspend, a multi-use path could be provided between Bassenthwaite Lake and the A66 – this would take 2 to 3 years to complete. Feasibility studies were ongoing for a cycle path around Derwentwater.
- iii) LDNPA North Distinctive Area Parishes Representative – Dr Geoff Davies submitted a written report. Questions were asked regarding contributions from developers to affordable housing, and display of planning notices. Reference was made to the current consultation on Small Business Rates Relief for holiday homes registered as businesses. Councillor Lywood advised that the National Park Authority was to press for holiday properties to be liable for Council tax. Dr Davies advised that the Authority was currently undertaking work to make it easier for the public to find out information about properties with local occupancy clauses and this was welcomed.

*Note: agenda item for next meeting requested re Council tax on holiday homes.*

**142. Payment of Accounts**

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

- i. For the Town Council, vouchers 171-185 amounting to £26,125.00 (twenty six thousand one hundred and twenty five pounds)
- ii. For the Trusts, vouchers HP146-169 amounting to £8,977.54 (eight thousand nine hundred and seventy seven pounds and fifty four pence), and FP104-FP113 amounting to £5,231.72 (five thousand two hundred and thirty one pounds and 72 pence)

**143. Clerk's Report**

RECEIVED the Clerk's report.

**144. Reports from Representatives on Outside Bodies**

RECEIVED report from Councillor Graham Kendall – Keswick Youth Centre.

**145. Minutes of Liaison Meetings**

RECEIVED the notes of the Lake District National Park Authority Parishes Forum held on 10<sup>th</sup> October 2018.

The meeting closed at 8.45 pm

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Chairman

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Date

**Planning Applications received between 09/11/2018 - 13/12/2018**

<b>Plan ref</b>	<b>Location</b>	<b>Description of Proposed Development</b>
7/2018/03168	Briar Riggs House, Brundholme Road, Keswick, CA12 4NL	T1: Horse Chestnut - crown reduce
7/2018/2270	19, Lake Road, Keswick, CA12 5BS	A small area for outside seating
7/2018/2305	43, Southey Street, Keswick, CA12 4EE	New dormer window to rear elevation for loft conversion (revised dormer design)
7/2018/2308	Site to rear of 61 Headlands, Keswick, CA12 5ET	Erection of local occupancy dwelling
7/2018/2311	Mount View, 12, Fenton, Keswick, CA12 4AZ	Two storey side extension and single storey rear extension
7/2018/2314	9 Bank Street, Keswick, CA12 5JY	Change of use from class D1 (Doctors Surgery) to class A1 (Shops)
7/2018/2315	11 Bank Street, Keswick, CA12 5JY	Change of use from class D1 (Doctors Surgery) to class A2 (Estate Agents)
7/2018/2316	Formerly Castlehead Hotel, Borrowdale Road, Keswick, CA12 4EU	Variation of condition 2 (plans) on planning application 7/2018/2103 - Demolition of existing dwelling and erection of six dwellings
7/2018/2320	Booths, Tithelbarn Street, Keswick, CA12 5EA	Proposing to install four rapid electric vehicle charging stations with the car park
7/2018/2323	Hilicroft, 17, Lonsties, Keswick CA12 4TD	Extensions and alterations (revised scheme following approval application 7/2018/2134)
7/2018/2326	27 Blencathra Street, Keswick, CA12 4HX	Installation of conservation roof light to the front elevation, insert patio doors to the ground floor rear elevation, and alterations to the existing outrigger located at the rear of the property
7/2018/2327	Waters Edge, Lake Road, Keswick, CA12 5DJ	Non-material amendment to planning application 7/2016/2211 (proposed new orangery) - remove roof slates and leaded valley gutter on three sides and timber up to below ridge tile height with new glass fibre on plywood deck on new timber rafters to gentle falls to new gutter and existing outfall drainage
7/2018/2336	Theatre by the Lake, Lake Road, Keswick CA12 5DJ	2 internally illuminated signs - 1 box and 1 fascia
7/2018/2337	Sheep Close, Manor Brow, Keswick, CA12 4BB	Single Storey front, side and rear extensions. First floor side extension. Construction of summer house. Replacement front porch canopy and garage. Associated hard and soft landscaping. (resubmission of application 7/2018/2182)

**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 09/11/2018 & 13/12/2018

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal Decision
7/2018/2084	April-18	The Chief Justice of the Common Pleas, 2-6 Bank Street, Keswick	CA12 5JY	Conversion of existing car park & passage at rear of pub to beer garden- resubmission of 7/2017/2339		REFUSED	APPEAL-hearing will be held on 15th January 2019 at the Moot Hall, Keswick
7/2018/2250	September-18	30, Wordsworth Street, Keswick	CA12 4BZ	Removal of the existing wooden shed within the rear yard, erect a stone outbuilding, replace existing timber boundary fence with 2m high rendered wall, replace the existing rear boundary fence and gate with 2m high rendered wall and gate		GRANTED	
7/2018/2251	September-18	31 Rose Terrace, Keswick	CA12 4HD	Replacement sun room/porch		GRANTED	
7/2018/2295		Nether Place Nursing Home, Chestnut Hill, Keswick	CA12 4LS	Approval of details reserved by condition on planning application 7/2016/2027: conditions 6 (soil management plan), 7 (construction management plan), 9 ( construction traffic management plan), 10 (surface water management plan) and 11 ( haul roads) in respect of land near Nether Place, Chestnut Hill, Keswick.	APPLICATION NOT RECEIVED FOR COMMENT	Details submitted in respect of conditions 6,7,9,10 and 11 specifically in relation to land at Nether Place, Chestnut Hill, Keswick are considered acceptable.	

**KESWICK TOWN COUNCIL**

**TOWN COUNCIL MEETING 20<sup>th</sup> DECEMBER 2018**

**MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 9<sup>th</sup> November 2018 – 13<sup>th</sup> December 2018

Friday 9 <sup>th</sup> November	Schools Parade and service, held at Cenotaph, Keswick
Saturday 10 <sup>th</sup> November	Remembrance Meditation Armistice Centenary, St. John's Church, Keswick
Sunday 11 <sup>th</sup> November	Remembrance Service – held at St John's Church, Keswick, followed by parade to Cenotaph
Monday 12 <sup>th</sup> November	Meeting at Northern Lights Gallery, St John's Street
Wednesday 14 <sup>th</sup> November	Mayoral Reception of Keswick-Konigsutter Exchange, Keswick School
Thursday 15 <sup>th</sup> November	Derwent Art Prize Private View, Derwent Pencil Museum, Keswick
Thursday 22 <sup>nd</sup> November	Operation Christmas Child Shoe Box Warehouse Visit - held at Rawnsley Centre, Keswick*
Friday 23 <sup>rd</sup> November	Keswick Town Council's Christmas Lights Switch On Event - Market Square, Keswick*
Saturday 24 <sup>th</sup> November	Operation Christmas Child Shoe Box Warehouse Visit - held at Rawnsley Centre, Keswick*
Sunday 2 <sup>nd</sup> December	Reception and Official Opening of the Victorian Fayre, Skiddaw Hotel, Keswick
Monday 10 <sup>th</sup> December	Launch of 2019 Keswick Guide, & KTA AGM, held in Council Chamber, Keswick
Tuesday 11 <sup>th</sup> December	Meeting with Area Chair, Institute of Advanced Motorists, held in Council Chamber
Tuesday 11 <sup>th</sup> December	Planting of memorial tree in Fitz Park, also attended by Cllrs Daniels, Paxton and Miller
Tuesday 11 <sup>th</sup> December	A Festival of Xmas Music, Keswick Choral Society, Crosthwaite Church, Keswick
Tuesday 11 <sup>th</sup> December	Staffing Committee Meeting, Council Chamber
Wednesday 13 <sup>th</sup> December	Budget Meeting, Council Chamber

\* Attended by Deputy Mayor - Allan Daniels

## **Report from the North DA Parishes Member of the LDNPA – November 2018**

As the third anniversary of Storm Desmond approaches, the Government-funded Routes to Resilience (R2R) project is coming to its close. I have been talking to Ged Acton, Project Director, and this report is based on information he has given me.

Desmond compromised 562km of public paths, 257 bridges and 108 gates or stiles across the Public Rights of Way (PROW) network, and it is estimated that it would cost around £5 million to restore all this damage. This figure does not include the damage done to the Keswick to Threlkeld trail, which is not a PROW. R2R is a £3 million project, so there remains a £2 million funding shortfall if all of the damage done by Desmond to the PROW network is to be restored.

R2R has helped National Park Rangers to restore parts of the network whilst adding resilience to avoid future flood damage. Since January 2017, the project has delivered 92 jobs in the North Distinctive Area with a total value around £900,000, almost a third of the total budget. This includes:

- £282,000 spent on 32 jobs in Above Derwent Parish, including flagship bridges at Bog House and Springs Wood, and Stoneycroft path towards Scar Crags
- £38,000 spent on 5 jobs in Blindcrake Parish, including the bridleway at Buckholme Lonning near Armathwaite Hall
- £165,000 spent on 16 jobs in Borrowdale Parish, including bridges at Tongue Gill and Sour Milk Gill and the boardwalk at Watendlath
- £72,000 spent on 6 jobs in Buttermere Parish, including the Buttermere Lakeshore path and the Gatescarth Bridleway
- £90,000 spent on 4 jobs in Caldbeck Parish, including the bridge at Heggale Lane and the riverside path in Caldbeck Village
- £55,000 spent on 2 jobs in Keswick Parish, including the bridge in Springs Wood
- £20,000 spent on the footpath from Scales Farm in Lorton
- £47,000 spent on 3 jobs in St. John's Castlerigg & Wythburn Parish, including the bridleway at Sticks Pass
- £61,000 spent on 9 jobs in Threlkeld Parish, including the bridge at Mousthwaite Coombe
- £33,000 spent on 4 jobs in Underskiddaw Parish, including Latrigg Bridleway and the bridge at Wiley Gill

Cath Johnson, North Distinctive Area Ranger, said: "Rights of Way are the lifeblood of the National Park. We're proud of what's been done, but also aware of the flood damage we haven't been able to repair through this project. We plan to look at these with Parish Councils in the near future and see what we can prioritise and take forward together".

Geoff Davies

[Geoff.Davies@lakedistrict.gov.uk](mailto:Geoff.Davies@lakedistrict.gov.uk)

KESWICK TOWN COUNCIL

BUDGET ESTIMATES 2019/20

GENERAL FUND - DRAFT

	Actual 16/17	Actual 17/18	AGREED Budget 18/19	Estimated Out Turn 18/19	DRAFT Budget 19/20
<b>Expenditure:</b>					
General Administration	68409	69245	72613	71119	74882
Grants to outside bodies	15600	14970	15000	15000	15020
Christmas Lights	31443	29676	30300	30300	30300
Mayors Allowance	2000	2000	2000	2000	2000
War memorial	1399	1347	1500	1500	1500
Townfield	800	800	1300	1300	1300
Open Spaces	999	1000	1000	1000	1000
Fitz Park - Grant from KTC (deficit)	88994	105848	122044	122044	140747
Communications & Neighbourhood Plan	1200	500	500	500	500
Audit Fee/Accounts Preparation	1460	1485	1370	1370	1470
Contingency Sum	10021	5448	10000	10000	8000
Keswick Events (Inc Scruffs 18-19)	7000	10000	15805	15805	15805
Events Co-ordinator	0	0	4305	3500	3000
Floral displays	6593	6472	7500	5605	5605
Allotments Expenditure	350	350	600	600	600
Youth Projects	500	0	0	0	0
Professional Advice - Provision	1000	0	0	0	0
Annual Parish Meeting (inc room hire & refreshments)	79	168	200	200	200
Advertising	185	205	270	250	300
Event Banner Expenditure	250	0	100	0	0
Promotional gifts to civic visitors to Keswick	0	0	250	100	250
Environment Agency Permit	0	0	170	0	0
<b>TOTAL EXPENDITURE:</b>	<b>238282</b>	<b>249514</b>	<b>286827</b>	<b>282193</b>	<b>302479</b>

	Actual 16/17	Actual 17/18	AGREED Budget 18/19	Estimated Out Turn 18/19	DRAFT Budget 19/20
<b>Income:</b>					
Precept	201554	220930	246700	246700	261777
Grant to Fitz Park - ABC	20000	20000	20000	20000	20000
Council Tax Support Grant	2818	0	939	939	0
Bank/Investment interest (inc War Memorial)	56	32	5	5	5
Walker Park rent	12267	12267	12267	12267	12267
Allotments Income - Rent	575	586	600	600	600
Events Banners Income	1450	1393	1000	2891	2500
Keswick Events Contributions (Inc Scruffs)	0	0	5000	5643	5000
Christmas Light Contribution	5300	250	300	300	300
Townfield Interest	0	0	16	30	30
<b>TOTAL INCOME:</b>	<b>244020</b>	<b>255458</b>	<b>286827</b>	<b>289375</b>	<b>302479</b>
<i>Estimated Surplus</i>	<i>5738</i>		<i>0</i>	<i>7182</i>	<i>0</i>

Wish List for 19/20		
Details	Amount	Suggested by
Contribution from Events Fund - Fund now built up so use this rather than increase budget amount	2000.00	Events Committee

KESWICK TOWN COUNCIL

BUDGET ESTIMATES 2019/20

ESTABLISHMENT EXPENSES - ADMINISTRATION & ON COSTS - DRAFT

	Actual 16/17	Actual 17/18	AGREED Budget 18/19	Estimated Out Turn 18/19	DRAFT Budget 19/20
<b>Expenditure:</b>					
Salaries, Nat ins & Pension (18.9%) & Pension Deficit	92714	90037	93615	90945	97300
Payroll - Outsource Costs	307	311	330	304	330
Rent	7100	7100	7100	7100	7100
Rates	981	3991	4128	4130	4130
Building Service Costs	4490	4600	5000	5000	5000
Repairs - Decorating/Carpets/Upgrades	29	600	1500	1500	1000
Insurances	509	591	600	634	650
Subscriptions	692	678	700	700	770
Conferences/Training	226	752	900	900	900
Stationery	979	1286	1000	1000	1000
Postage	360	295	300	300	300
Telephone & Internet	815	806	800	850	900
Photocopier	1023	1125	1300	1300	1200
Computer maintenance/support	625	975	1190	1400	1674
Office Equipment	481	330	200	200	200
Staff Expenses	212	300	200	300	300
Ex Employee Pension	1300	1313	1300	1300	1320
Health and Safety	96	48	50	50	50
Website (Annual Fee)	1033	240	300	300	300
Council Chamber/Meeting Expenditure	107	166	250	150	200
Quality Award	50	0	100	0	0
Telephone System - Maintenance Fee	0	0	200	200	200
<b>Total Expenditure:</b>	<b>114129</b>	<b>115544</b>	<b>121063</b>	<b>118563</b>	<b>124824</b>

	Actual 16/17	Actual 17/18	AGREED Budget 18/19	Estimated Out Turn 18/19	DRAFT Budget 19/20
<b>Income:</b>					
Photocopies	36	111	20	10	0
Council chambers rental	78	24	20	20	20
<b>Total Income:</b>	<b>114</b>	<b>135</b>	<b>40</b>	<b>30</b>	<b>20</b>

<b>To be allocated:</b>	<b>114015</b>	<b>115409</b>	<b>121023</b>	<b>118533</b>	<b>124804</b>
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	16/17	17/18	18/19	18/19	19/20
<b>Allocation:</b>					
General Fund - (60%)	68409	69245	72613	71119	74882
Hope Park - (20%)	22803	23082	24205	23707	24961
Fitz Park - (20%)	22803	23082	24205	23707	24961
	<b>114015</b>	<b>115409</b>	<b>121023</b>	<b>118533</b>	<b>124804</b>

APPLICATIONS FOR FINANCIAL ASSISTANCE - PAYABLE MAY 2019

Grant Given 2018	Name of organisation	Nature of Project	Local Cause?	Grant Requested 2019	Comments	Grant Recommended for Approval
400	Great North Air Ambulance Service	To provide a weekly drop in advice session in Keswick allowing local residents' access to a weekly drop in advice session	Y	£500		500
250	Keswick Choral Society	To make medical bags lighter in order to carry more specialist equipment	Y	£500		500
0	Keswick Community Emergency	To employ a professional web designer to up - date tired looking present version	Y	£400		400
0	Recovery Partnership (RCERP)	To support the annual running costs of RCERP.	Y	£2,000		1500
120	Keswick & District Community First Responders	To supplement texts with an alternative paging service.	Y	£120		120
3500	Keswick in Bloom	To enhance the natural and planted environment of the Town of Keswick in cooperation with any interested parties.	Y	£3,500		3000
1500	Keswick Museum and Art Gallery Management Ltd	To further develop the engaging workshop "The Musical Stones of Skiddaw - Giant Sound Sculptures You Can Play" and give further local groups the chance to participate.	Y	£2,500		500
1500	1st Keswick Scout Group	To help with insurance premium.	Y	£1,500		1500
0	Keswick Society of Art	To replace exhibition lighting to make it more environmentally friendly and energy efficient.	Y	£1,000		1000
500	Keswick Tourism Association	To commission a new set of images of the town centre, market and also the other main shopping areas of the town such as Lake Road, St John's Street, Packhorse Court, etc. Also to commission some new images of the parks in the town.	Y	£750		500
600	St Herbert's Primary and Nursery C of E (VA) School	To enhance projects further through enabling younger children to make more rapid progress in communication and language	Y	£2,000		2000
3500	Theatre by the Lake (Cumbria Theatre Trust)	Towards work with young people and support for voluntary organisations in Keswick	Y	£3,500		3500
	<b>Total</b>			<b>18270</b>	<b>Total Recommended Grants Budget 2019/20</b>	<b>15020</b>

KESWICK TOWN COUNCIL  
20<sup>TH</sup> DECEMBER 2018

**CLERK'S REPORT**

1. Community Governance Review

Allerdale Borough Council has confirmed that the Community Governance Review for Keswick was approved by full Council on 5<sup>th</sup> December. The Order will take effect from the May 2019 elections. The parish of Keswick will be altered with effect from 1st April 2019 – the map attached shows the names and areas of the wards of the new parish of Keswick.

2. Transfer of Footway Lighting to Town and Parish Councils

An update has been received from Allerdale Borough Council (ABC) regarding the proposed transfer of footway lighting to Town and Parish Councils. ABC and Cumbria County Council (CCC) are working to establish ownership and numbers of lights in towns and villages where both ABC and CCC have lights – this should be completed by June 2019. Following the completion of the inspection and surveys, they will be able to advise the actual number of lights they intend to transfer. The proposal will be to ask the Town and Parish Councils to pick up the energy costs of the lights from April 2020 and maintenance costs from April 2021. This phased approach, they say, should allow the Town and Parish Councils time to look at their budget provision in respect of the transfer of the footway lighting stock from ABC.

I have asked how much it is likely to cost per light for lighting and maintenance and whether there is likely to be any grant support available. ABC currently pay approximately £30 p.a. per light for energy, however maintenance costs are more difficult to predict as maintenance work varies from year to year but their current maintenance budget works out at approximately £30 p.a. per light. There may be in the region of 70 lights affected in Keswick, so this would add an additional £4,200 p.a. to the precept.

CALC have advised that Town and Parish Councils should make an informed decision on any assets being offered to them when all the information is available. ABC would have to ascertain that the footway lights are in a fit condition to transfer to any Town or Parish Council, which will take some time, and until they carry out these tasks, they will not be in a position to formally engage with individual Councils. At this stage, ABC is making Councils aware of its intention to enter into talks about transferring these assets at some point in the future.

3. Grant towards viewing planning applications

Following the Lake District National Park Authority's (LDNPA) decision to stop supplying Town and Parish Councils with paper copies of plans from January 2019, a grant of £250 per Council has been offered to be spent on anything the Council wishes to assist with its involvement in planning.

Following discussions with the Planning Group, estimates have been obtained for provision of a projector, screen, and audio package which, together with the cost of installation comes to £1,235 plus VAT and delivery. This would enable plans to be projected onto a screen in the Council Chamber rather than having paper copies which could be displayed on the notice board.

Councillors are asked whether they wish to take up the grant of £250 and source the remaining funding from reserves or contingency.

4. CALC AGM

Councillor Daniels and I attended the CALC AGM at Newbiggin Village Hall on 10<sup>th</sup> November 2018. The speaker was Margaret Irving of the Alzheimer's Society who discussed her role as part of the Prime Minister's Task and Finish Group looking at the challenges facing rural communities with regard to an ageing population and the increase in dementia sufferers.

Councillor Daniels raised the issue of publication of planning notices and the LDNPA's decision to stop sending paper copies of plans to local councils. This led to a lively debate with many parishes sharing concerns that neighbours and others would not be advised of planning applications until it was too late to make representations.

5. National Association of Local Councils (NALC) Spring Conference

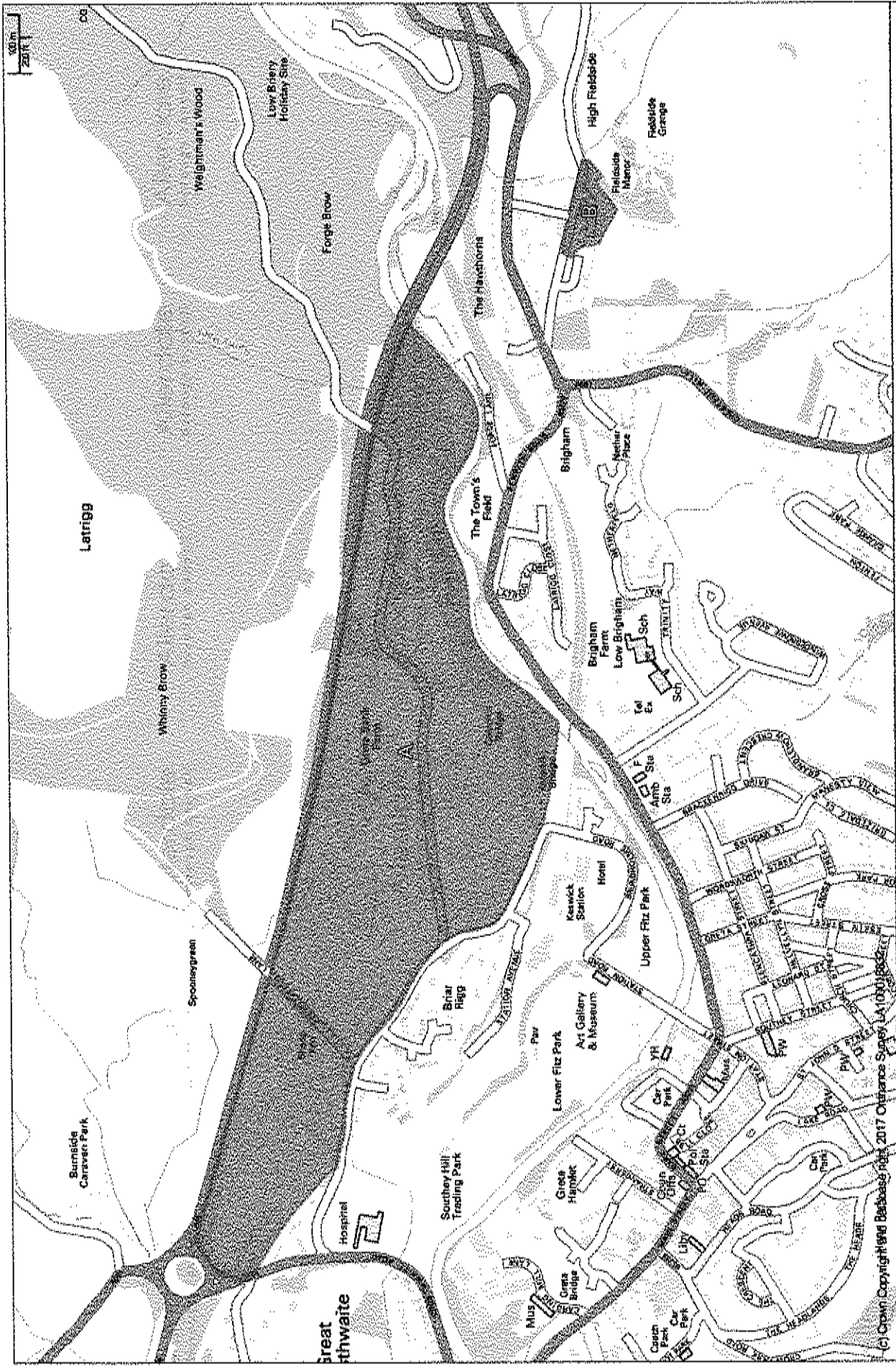
Councillor Daniels has expressed an interest in attending the NALC spring conference to be held in London on 11<sup>th</sup> February 2019. This event will 'start to realise the future from the NALC vision that parishes will be the focus of community effort, the natural centre of a range of public activity and service delivery; giving a democratic voice to those communities working in partnership with other agencies'. The cost of attendance is £260 + VAT – plus travel costs. Council approval is required.

6. Christmas Office Closure

The offices will close at 12 noon on Christmas Eve, Monday 24<sup>th</sup> December 2018 and re-open on Wednesday 2<sup>nd</sup> January 2019. Parks staff will be covering the Christmas and New Year period. May I take this opportunity to wish everyone a peaceful Christmas and a prosperous New Year.

LW  
131218





**KESWICK TOWN COUNCIL**

Minutes of the meeting of Keswick Town Council Events Committee held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Tuesday 20<sup>th</sup> November 2018

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**Present:** Councillor Paul Titley (Chair) (PT)  
Councillor Allan Daniels (Deputy Mayor) (AD)  
Lynda Walker (Town Clerk) (LW)  
Joe Broomfield (Town Centre Manager, Allerdale BC) (JB)  
Karen Mullarkey (Keswick Tourism Association) (KM)  
Sue Plant (Events Co-ordinator) (SP)  
David Quainton (Keswick Rotary) (DQ)  
Phil Byers (Geraud Markets) (PB)

**33. Apologies**

Apologies for absence were received from:  
Councillor David Burn (Mayor)  
Rachel Kearns (George Fisher)  
Vanessa Metcalf (Keswick Tourism Association)  
Dave Roberts (Keswick Lions)

**34. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the Minutes of the Events Committee meeting held on 9<sup>th</sup> October 2018.

**35. Christmas Lights Switch On Friday 23<sup>rd</sup> November 2018****Details/actions required:**

- Star to be put back on tree which was damaged over the weekend by person climbing it - reported to police – also lights to be rectified
- Brightness of lights an issue as not all uniform - Catherine is speaking to Lite Ltd
- Nurses and other hospital staff to arrive at 6.45 or 6.30 for hospitality, to be met by AD and escorted to stage for switch on. AD will give 2 minute speech. Ben Purkiss to introduce nurses etc. – need names. AD to explain who organises the event and funds the lights.

**36. Updates from Partners –Rotary**

- Rotary meeting in Packhorse Court at 4pm. AD to meet up with DQ – 8 volunteers available.
- 4.30 Shelagh Hughes to set up
- 4.45 to 5.15 St Herberts Choir to sing
- 5.15 Lights switched on in Packhorse Court by Peter Rabbit (DQ to borrow switch from stage and return afterwards)
- J36 Brass Band will play until 6pm
- Collection to be made by Rotary for Eden Valley Hospice and Jigsaw
- KTA web cam is now live so light switch on can be viewed on-line
- Barriers to be set up in front of Market Square stage from 4 pm.
- Note: barriers to be available for use at Victorian Fayre – PB to arrange collection and return.

**37. Possible New Event**

- PT contacted Fluid re possible firework event at Crow Park - provisional date February 2019. Lake District Hotels also interested. Discussed possibility of 1812 overture with Fluid but limited by funding. Event would be free if in Crow Park as difficulties with putting up barriers. JB suggested musical water fountains in Lake. PT to look into options further.
- DQ advised Rotary in discussion with Cricket Club re possible new event - will be a joint venture but still in very early stages
- PB - Provisional date for Art Market first Sunday in April 2019
- AD to attend Rawnsley Centre – Operation Christmas Child shoe boxes from schools etc. to be sent off at 7am on Saturday

**38. Other Business**

The date for next year's Lights Switch On was set for Friday 22<sup>nd</sup> November 2019.

**39. Date of next meeting**

Tuesday 5<sup>th</sup> February 2019 at 10.30 a.m.

Meeting closed 11.15 a.m.

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**Chair**

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**Date**

## **Cumbria Association of Local Councils Allerdale District**

### **Minutes of the annual meeting of the Allerdale district of the Cumbria Association of Local Councils**

**Chairman Chris Shaw (Liaison Officer Allerdale district of CALC)**

**PRESENT:-**

Joan Wright (Workington TC)	Peter Bales (Workington TC)
Tony Markley (Silloth TC/CCC/ABC)	Gordon Moore (Ireby and Uldale PC)
Roger Hart (Allonby PC)	Marian Fitzgerald (ABC)
John Cowan (Oughterside and A PC)	Simon Smith (Caldbeck PC)
Anne Little (Blennerhasset and Torpenhow PC)	Tony Worsley (Dean PC)
Tony Rutherford (Plumbland PC)	Joe Bennett (Dundraw PC)
Malcolm Grainger (ABC)	Alan Bowness (Boltons PC and CCC)
Janet Mansfield (Allhallows PC)	Ian Hinde (Allerdale B C)
Lizzie Shaw (CCC)	
Chris Shaw (Calc Allerdale Liaison Officer)	Carolyn Otley - Cumbria CVS

**1. Welcome and Apologies** Chris Shaw opened the meeting and was given permission in the absence of Rick Petecki the chairman who gave his apologies to chair the meeting. Other apologies were from Keswick T C who were holding their monthly meeting and Huw Morgan (Papcastle PC). Chris Shaw said he was sorry that there had been a late change of venue and hoped that no one was inconvenienced. Mr Markley said that he had not received the notification and so had travelled to Cockermouth.

**2. Minutes of the Allerdale association annual meeting September 2017 meeting** The minutes had been circulated earlier and were agreed.

**2a Matters arising.** The Liaison officer referred to item 5 of the meeting when Samantha Bagshaw the chief officer spoke about the transparency code. Chris Shaw said that Naic continued to press the county associations to check whether those councils who fell within the criteria (income or expenditure up to £25k) were meeting their obligations under the transparency code. He said that Sonia Hutchinson the Carlisle and Eden Liaison Officer had produced a standard letter to send to those councils where it was not clear whether the code was being followed and he would adopt a similar letter to be sent to councils in Allerdale. He said it was particularly important that those councils who were awarded a grant ensured that all required information was on their website.

**3 Liaison Officers Report** The report had been circulated earlier. The officer had nothing further to add.

No matters were raised by councillors

It was agreed that the report represented a fair summary of the issues that had arisen in the year.

**4. Election of Officers and other representatives**

- a) Chairman Rick Petecki (Embleton PC) was proposed and seconded There were no other nominations and Rick Petecki was elected for the year 2018/2019
- b) Vice Chairman and second representative to the county executive. Roger Hart (Allonby PC) was proposed and seconded. There were no other nominations and Roger Hart was elected for the year 2018/2019
- c) Allerdale Association Executive Margaret Throp (Above Derwent PC) was elected and it was agreed that in addition to the officers they would form the executive.

The meeting dealt with further items in the joint meeting with the principal authorities and are subject of a second note

J C S October 2018

**Notes of Keswick Ministries Town Liaison Forum  
Wednesday 25<sup>th</sup> September 2018**



**1. Review of actions:**

Done. Thanks to those reps who had promoted the initiatives.

**2. Purpose:**

The purpose of the TLF was discussed and reaffirmed as:

*To improve communication between the Convention and the town and ensure that the annual three-week event brings maximum benefits to Keswick.*

**3. Convention 2018 Review:**

KM reported a very positive event in 2018, including over 1k children; afternoons freed-up, the launch of Friends of Keswick, town engagement encouraged and well received.

- a. **Friends of Keswick:** Well received by local traders and lessons learnt for future.
- b. **Enjoy Keswick:** Businesses profiled through booklet, website and social media.
- c. **Base Camp local business stand:** Good start and would benefit from being maned at busy times.
- d. **Afternoon schedule:** Useful that Conventioneers have free time for greater engagement with town

**Action:** KM committed to sustaining these initiatives (a,b, c and d).

- e. **Security:** Close liaison with police and Event Advisory Group; professional security personnel engaged. Positive feedback received.
- f. **Parking:** Additional parking at Rugby Club; goodwill parking in area around Convention Centre; complimentary minibuses; all communicated in advance of, and at Convention. Some parking issues reported around the Rawnsley site and in the estates beyond the area covered by the goodwill arrangements.

**Action:** KM to consider what further actions might be appropriate.

- g. **Complaints:** New robust process put in place; prompt action taken; feedback provided; overseen at senior level. Only c50 complaints over three weeks – 10 relating to noise of which 5 were anonymous.

**Action:** KM planning dedicated mobile number for next year.

**4. Other town feedback:**

Helpful that numbers were more evenly spread across the three weeks.

Adventure companies and licenced premises still have challenges during Convention period.

A number of business reps commented that businesses need to adapt and grasp the opportunities.

Need to avoid seeing visitors as "cash cows".

Charles Hope had invited KM trustees and town reps to meet and exchange views during the Convention.

- 5. KM Teaching and Training Events:** A growing programme of smaller events across the year are now being held. They bring business to the town at quieter times of year. There are no plans to grow the Convention, or to use the main marquee at other times of year.

- 6. Derwent Project:** Final submissions made to LDNP and building work planned to start in 2019, with the Main Marquee moving to the PF site for the 2020 Convention. KM own the site, and need to raise a

further £3m to complete the project. It is hoped the facility will be available for hire by 2021, with an auditorium seating 300, and limited accommodation similar to that already available at Skiddaw Street. Traffic lights are a safety option for Main Street operated only when required, and as deemed appropriate by Highways. There are no current plans for the sale of Skiddaw Street but the sale is factored into the funding of the project.

**7. Dates:**

2019 dates have already been announced – 13<sup>th</sup> July to 2<sup>nd</sup> August

2020 dates will be 11<sup>th</sup> to 31<sup>st</sup> July. These dates continue to mean that Week 1 is in Cumbria school term time.

**8. Future meetings:**

December 11<sup>th</sup>

February 14<sup>th</sup>

May 14<sup>th</sup>

September 17<sup>th</sup>

December 10<sup>th</sup>

**Town Clerk**

---

**From:** no-reply@defra.ecase.co.uk on behalf of Ministerial Contact Unit  
<correspondence.section@defra.gsi.gov.uk>  
**Sent:** 11 December 2018 15:12  
**To:** townclerk@keswicktowncouncil.gov.uk  
**Subject:** TO2018/25593 - Thirlmere reservoir

Seacole Building

T 03459 335577

2 Marsham Street

[defra.helpline@defra.gsi.gov.uk](mailto:defra.helpline@defra.gsi.gov.uk)

London

[www.gov.uk/defra](http://www.gov.uk/defra)

SW1P 4DF

Ms Lynda Walker

Our ref: **TO2018/25593/GW**

[townclerk@keswicktowncouncil.gov.uk](mailto:townclerk@keswicktowncouncil.gov.uk) **11 December 2018**

Dear Ms Walker,

Thank you for your email of 27 November to Dr Thérèse Coffey about using Thirlmere reservoir to manage flood risk. I have been asked to reply.

We note your request that we consider what, if any, legislation to encourage the management of reservoirs for flood alleviation might be appropriate in the future. As you are aware, Thirlmere's primary use is as a water resource reservoir for United Utilities. In addition, United Utilities have voluntarily drawn down the reservoir to enable some flood storage during winter months. However, as the low reservoir levels during the 2018 dry weather period shows, there needs to be a careful balance between Thirlmere's primary use as a water supply and its use for flood storage.

The Environment Agency (EA) are working closely with Keswick Flood Action Group, United Utilities, Natural England, landowners and local groups, looking at how to balance several aspects of managing Thirlmere. They remain committed to moving this partnership forward so that Thirlmere continues to be operated in a way that supports the needs of all stakeholders where appropriate.

In addition, the EA are working with Defra, OFWAT, United Utilities and Yorkshire Water on a project to identify reservoirs across the north of England which offer the most flood risk benefits and agree how to meet water supply, safety, legal and environmental requirements. This work sets out good practice and the EA have encouraged water companies nationally, to consider operating water supply reservoirs to reduce fluvial flood risk downstream in their Water Industry Strategic Environmental Requirements document.

I encourage you to stay in touch with the Keswick Flood Action Group and the local EA team as they progress this work.

Yours sincerely,

Gordon Wilson

Ministerial Contact Unit



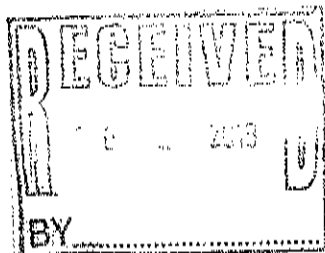


United Utilities  
 Haweswater House  
 Lingley Mere Business Park  
 Great Sankey  
 Warrington WA5 3LP

Telephone 01925 237000  
 www.unitedutilities.com

7 December 2018

Ms Lynda Walker  
 Town Clerk  
 Keswick Town Council  
 Council Offices  
 50 Main Street  
 Keswick  
 Cumbria CA12 5JS



*Dear Ms Walker,*

Thank you for your letter of 27 November regarding Thirlmere Reservoir. As you will be aware, we have been working closely with Keswick Flood Action Group (K FAG) over the last ten years. This close working relationship has enabled us to establish the facts about Thirlmere and its operation. This has included what can and cannot be achieved for flood management, development of a proactive water level management plan, and establishing the right points of contact within the community.

A key part of this ongoing work is the modification to the current infrastructure to overcome the current limitations around reservoir drawdown, which will allow a higher release rate to support flood management releases. We are committed to ongoing engagement with K FAG, the EA and Natural England regarding the volumes of water that can be released into St Johns Beck in the future. An environmental assessment is being conducted into the impact of releases downstream of the reservoir and this will involve all parties mentioned above, as well as local residents and landowners that could potentially be impacted by any changes.

On Tuesday, 4 December we met with K FAG and the EA to discuss the K FAG Water Balance Model and the conclusions they reached. The meeting was a positive one and we are working on a roadmap to which all parties will contribute to understand what needs to happen next. Currently, however, there are no plans to carry out any modifications to the upper scour valves as no current flooding legislation or environmental constraint requires us to release more water than the bottom scours can provide.

The key issue here is finding a balance between providing flood attenuation, protecting public water supplies from drought, and protecting the environment and private land ownership in St John's Vale. Some 700,000 people rely on Thirlmere for their drinking water, including the people of Keswick and Borrowdale. Our mind is open but we also need to make sure there is always enough drinking water for the people who need it. It will be a balance.

(2)  
Ms Lynda Walker  
7 December 2018

I trust this answers your questions.

Yours sincerely

A handwritten signature in black ink, appearing to read 'SMogford', written in a cursive style.

Steve Mogford  
Chief Executive



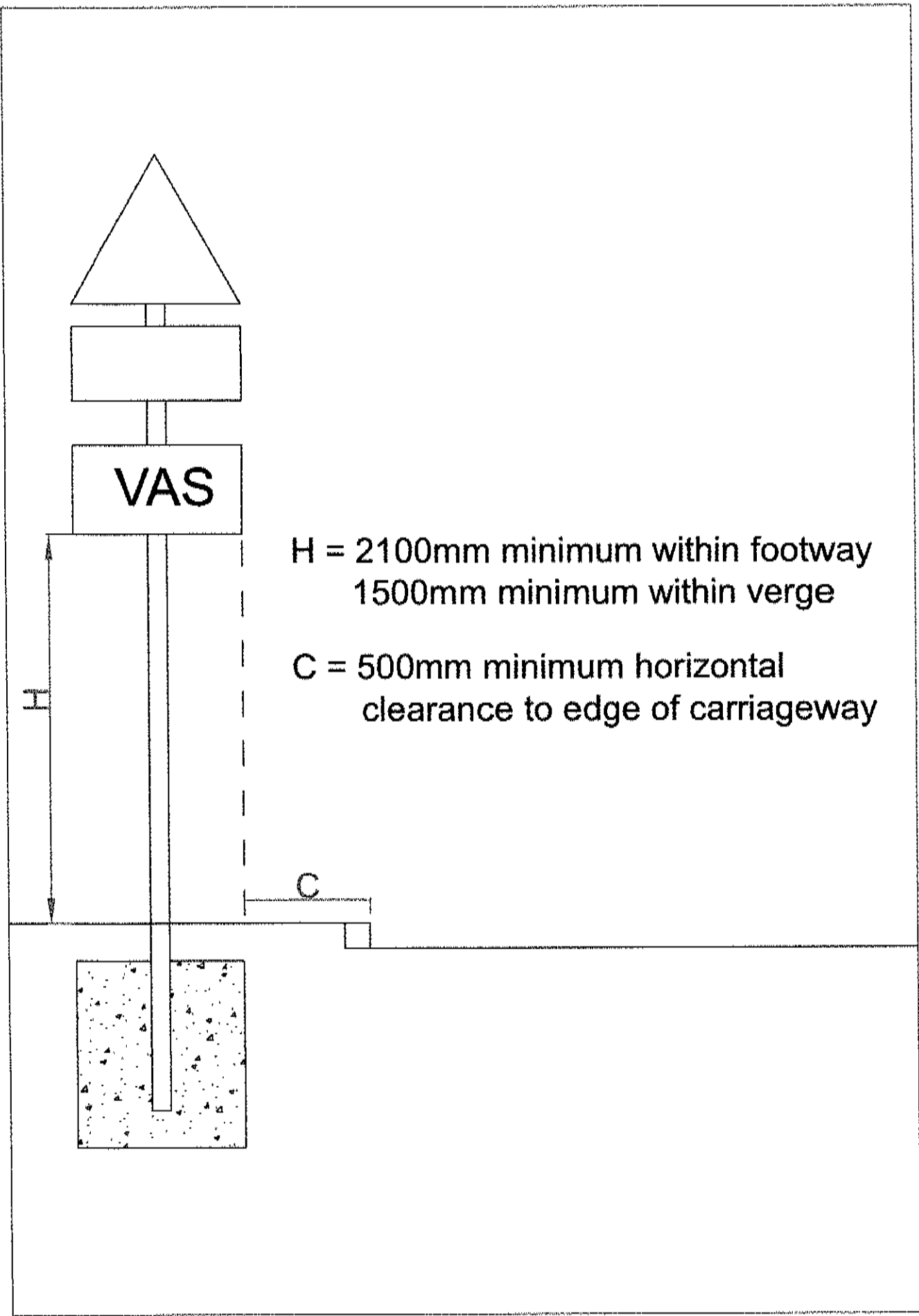
Dear Parish Clerk,

I have, over the past couple of years distributed messages through CALC regarding the CRSP Speed Indicating Devices (SIDs) Policy.

Following safety concerns raised by the Cumbria Constabulary we have decided to amend our Policy and also rename it as per the attached, and I now wish to particularly bring your attention to sections 3, 4, 5, 6 and 7.

This Policy shall apply from 30<sup>th</sup> November 2018.

Chris Broadbent  
CRSP Road Safety Coordinator  
23<sup>rd</sup> November 2018



$H = 2100\text{mm}$  minimum within footway  
 $1500\text{mm}$  minimum within verge

$C = 500\text{mm}$  minimum horizontal  
clearance to edge of carriageway

## Policy for the use of VAS in Cumbria

### Definitions:

**Vehicle Activated Signs (VAS)** – road side signs activated by vehicles that are used throughout the County to provide information or warning.

**Speed Indicator Devices (SIDs)** - VAS which detect and display real-time vehicle speeds upon approach.

### Principle

There needs to be controls in place so that VAS are placed for legitimate reasons and when placed do not represent a safety hazard to anyone.

### Policy

1. The CRSP will have available to them 7 lightweight temporary SIDs which the Police will place and several temporary VAS which Cumbria Highways will place, and are all post mounted.
2. The maintenance and replacement of the CRSP temporary SIDs shall be funded by CRASH and be arranged by the Police.
3. The CRSP would prefer for the Parish Councils to rely upon the process which the CRSP has in place to address speeding concerns using their temporary SIDs, but if a Parish Council owns a VAS and wish to place it temporarily they should for safety reasons **only be placed** in accordance with the guidance within this document and after permission is obtained from the following:

Cumbria County Council Divisions	Local Area Traffic Team contact
Carlisle and Eden	<a href="mailto:kevin.crawley@cumbria.gov.uk">kevin.crawley@cumbria.gov.uk</a>
Allerdale and Copeland	<a href="mailto:steph.davis-johnston@cumbria.gov.uk">steph.davis-johnston@cumbria.gov.uk</a>
Barrow and South Lakeland	<a href="mailto:mo.dooz@cumbria.gov.uk">mo.dooz@cumbria.gov.uk</a>

4. A permanent VAS can only be placed if it has the approval of the local CRASH group.
5. A permanent or temporary VAS, placed after the date of this Policy by the Parish Councils without the permission of CRASH and the Local Area Traffic teams respectively, shall be removed and taken back to the local CCC Highways Depot.
6. The CRSP will not accept liability for any injuries sustained that arise from the placement of the Parish Council owned VAS. The Parish Councils are therefore encouraged to have in place adequate public liability insurance.
7. The guidance below on the mounting of VAS on road side posts must be followed.
8. The Traffic Team Leaders must always advise the appropriate Councillor when a VAS is to be erected.

## Guidance

VAS signs are designed to be installed on existing street furniture by means of a tamper proof clamping system. It is generally accepted that once a site has been identified for a VAS that it will be fixed to the nearest available lighting column or sign post.

The installer should be aware that all of these types of furniture have structural limits and should check the site prior to installation to ensure the proposed mounting site for the VAS will be adequate and that the following requirements have been fully considered.

The requirements of the County Council as the Highways Authority for mounting any sign within the Highway are as follows and shown on the **Mounting Drawing** that forms an Appendix to this Policy.

In addition to meeting these requirements, the sign installer should take note of the following details

- 1) The presence of other signs on the post. In general where a post has a simple sign installation on it there will be adequate capacity in the structural sign design to allow the temporary installation of a VAS. A simple sign is defined as a circular or triangular sign with or without an additional plate not exceeding 750mm in size.
- 2) In the case of a lighting column a VAS should only be mounted where there are no other signs on the column
- 3) VAS should be mounted so that no point of the sign is less than 2100mm above a footway (Pavement) where one is present. This can be reduced to 1500mm where there is no footway.
- 4) VAS must be mounted with a minimum clearance space between the sign and the edge of the carriageway of 500mm
- 5) VAS should not be mounted on posts that are not in good condition.
- 6) VAS should be mounted to ensure that they are visible from a distance of 75m.
- 7) VAS should generally be mounted on the side of the road facing the approaching traffic, but where this is not possible they can be mounted on the opposite side but care should be taken to ensure that they are aligned correctly for both visibility and detection of approaching vehicles.

All of the above should enable the installer to determine whether a proposed mounting site is suitable however where the above cannot be met advice should be sought from the County Council's Local Area Traffic Team above regarding suitable mounting requirements.

### **To be effective temporary VAS signs need to be placed as per the following rules:**

- Temporary VAS should remain at each site for no longer than three weeks.
- There should be a reasonable period before the temporary VAS is returned to a particular site so that drivers will have forgotten about the previous installation.

30<sup>th</sup> November 2018

**From:** Groom, Philip [mailto:[Philip.Groom@cumbria.gov.uk](mailto:Philip.Groom@cumbria.gov.uk)]

**Sent:** 28 November 2018 18:02

**To:** Undisclosed recipients:

**Subject:** CONSULTATION - KESWICK AND SURROUNDING AREA TRAFFIC REGULATION ORDER

Dear Sir / Madam

Please find attached proposals that form an overall review of the Keswick and Surrounding Area Traffic Regulation Order (TRO).

Should you wish to comment on the proposed changes, please contact me by Monday 7th January 2019 either by replying to this email, or by letter as per the contact details below.

Yours faithfully,

**Philip Groom**  
Traffic Management Officer  
Highways, Transport & Fleet  
Environment & Community Services Directorate  
Cumbria County Council  
Joseph Noble Road  
Lillyhall  
Workington  
Cumbria  
CA14 4JH

T: 01946 506550

F:01946 506537

E: [philip.groom@cumbria.gov.uk](mailto:philip.groom@cumbria.gov.uk)

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Environment • Cumbria Highways • Joseph Noble Road • Lillyhall • Workington • CA14 4JH

T: 01946 506550 • F: 01946 506537 • E: Philip.groom@cumbria.gov.uk

Date: 27/11/18  
Your reference: KTRO/18/002  
Our reference: KTRO/18/002

Dear Occupier

**KESWICK TRAFFIC REGULATION ORDER (TRO) REVIEW:  
AMBLESIDE ROAD, KESWICK**

I am writing to inform you of proposals to introduce a number of parking restrictions in Ambleside Road, Keswick, as per the attached plan.

Cumbria Highways propose that additional double yellow line restrictions (no waiting at any time) are implemented in Ambleside Road, in order to prevent obstructive parking and to ensure that safe and efficient traffic flow is maintained at all times.

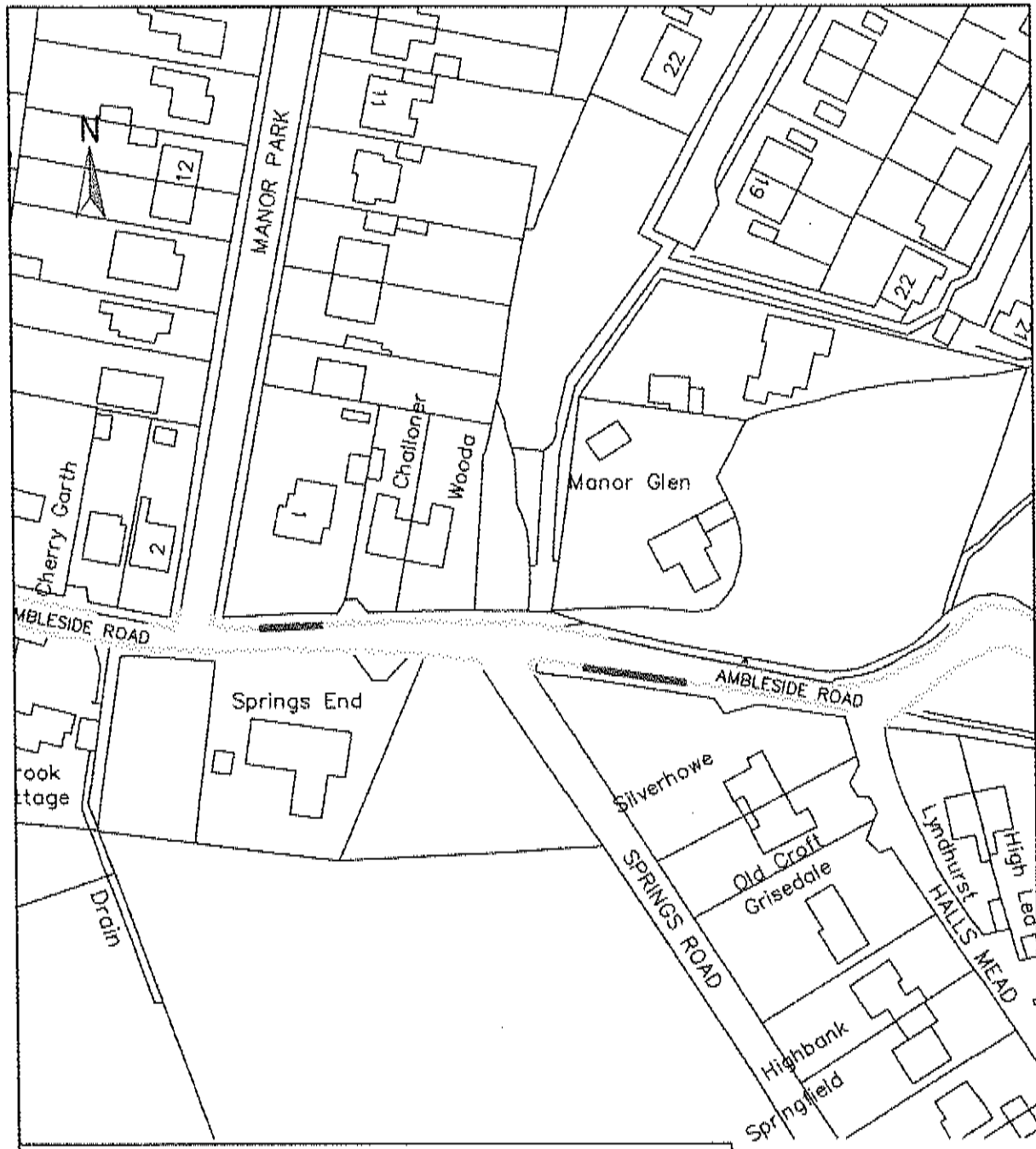
This initial letter is to invite initial comments and feedback prior to a "formal advertisement" which will take place during 2019. Should you have any comments or questions relating to this, please contact me either by email or letter by Monday 7th January 2019.

Yours faithfully,





Philip Groom  
Traffic Management Officer





**KEY**

-  Existing double yellow lines (no waiting at any time)
-  Proposed double yellow lines (no waiting at any time)



**County Council**

Parkhouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA4 4SJ, Tel: 01228 673091

**Keswick TRO Review  
Ambleside Road**

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Drawing No. KTRO19/PNG007.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18

Environment • Cumbria Highways • Joseph Noble Road • Lilyhall • Workington • CA14 4JH  
T: 01946 506550 • F: 01946 506537 • E: Philip.groom@cumbria.gov.uk

Date: 27/11/18  
Your reference: KTRO/18/003  
Our reference: KTRO/18/003

Dear Occupier

**KESWICK TRAFFIC REGULATION ORDER (TRO) REVIEW:  
CHURCH LANE / HIGH HILL (KESWICK SCHOOL)**

I am writing to inform you of proposals to introduce a number of parking restrictions in Church Lane and High Hill, Keswick, as per the attached plan.

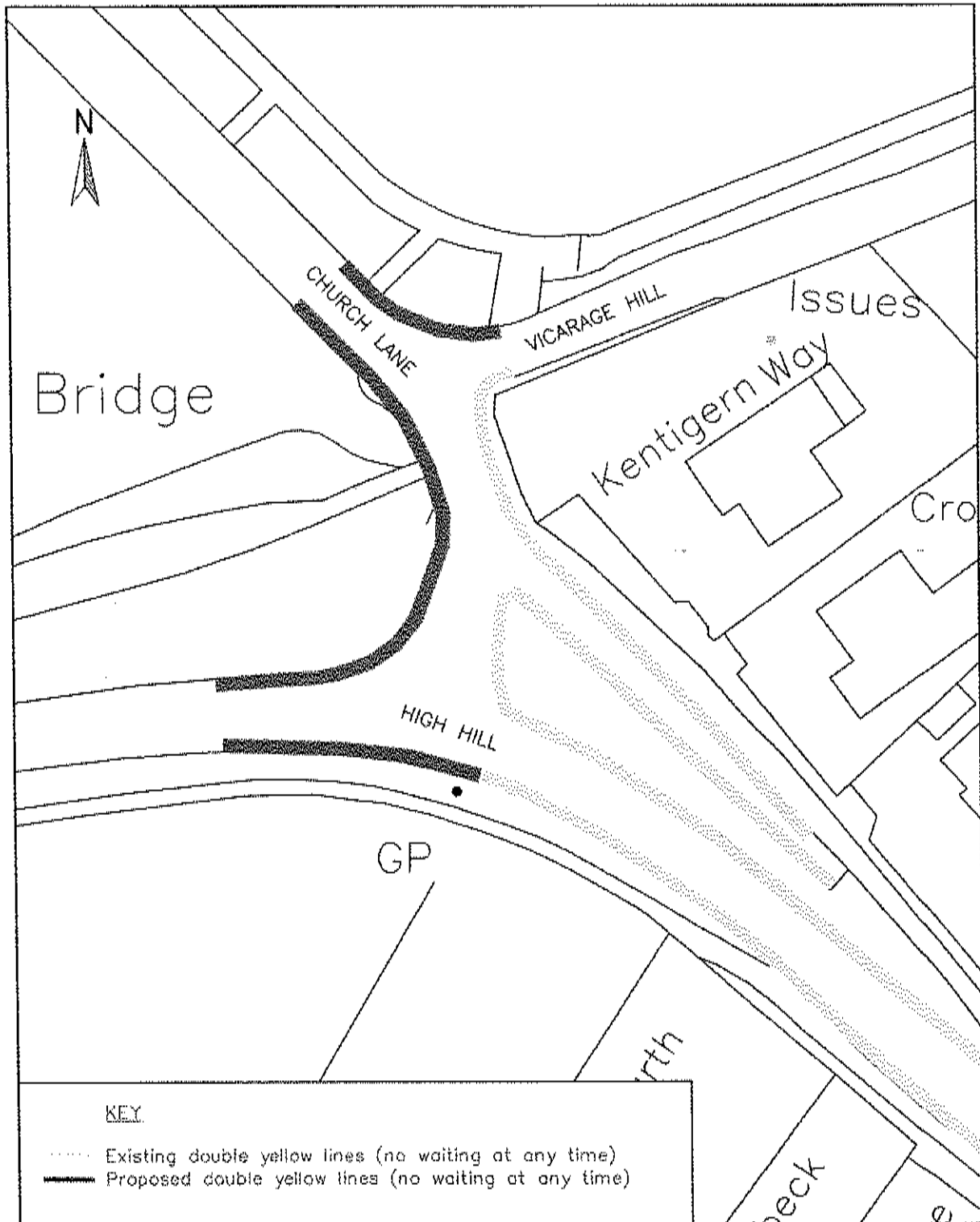
Cumbria Highways propose that additional double yellow line restrictions (no waiting at any time) are implemented in this location, in order to prevent obstructive parking around the school access and to ensure that safe and efficient traffic flow is maintained at all times.

This initial letter is to invite initial comments and feedback prior to a "formal advertisement" which will take place during 2019. Should you have any comments or questions relating to this, please contact me either by email or letter by Monday 7th January 2019.

Yours faithfully,



Philip Groom  
Traffic Management Officer



Parthouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA6 4SJ, Tel. 01228 073030

**Keswick TRO Review**  
**Keswick School**  
**High Hill / Church Lane**

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Drawing No. KTRO19/PNG006.Rev0

Drawn by PNG Scale 1:500 Date NOV '18

Environment • Cumbria Highways • Joseph Noble Road • Lillyhall • Workington • CA14 4JH  
T: 01946 506550 • F: 01228 606060 • E: philip.groom@cumbria.gov.uk

Date: 27/11/18  
Your reference: KTRO/18/004  
Our reference: KTRO/18/004

«AddressBlock»

Dear Occupier

### **KESWICK TRAFFIC REGULATION ORDER (TRO) REVIEW**

The purpose of this letter is to consult with residents with regard to proposals to introduce a number of parking restrictions in the "back streets" area of Keswick, as per the attached plans.

Cumbria Highways propose that double yellow line restrictions (no waiting at any time) are implemented in key locations around junctions, in order to prevent obstructive parking and to ensure that safe and efficient traffic flow is maintained at all times.

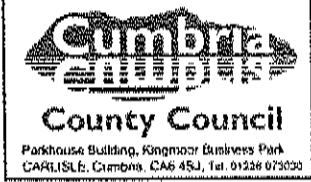
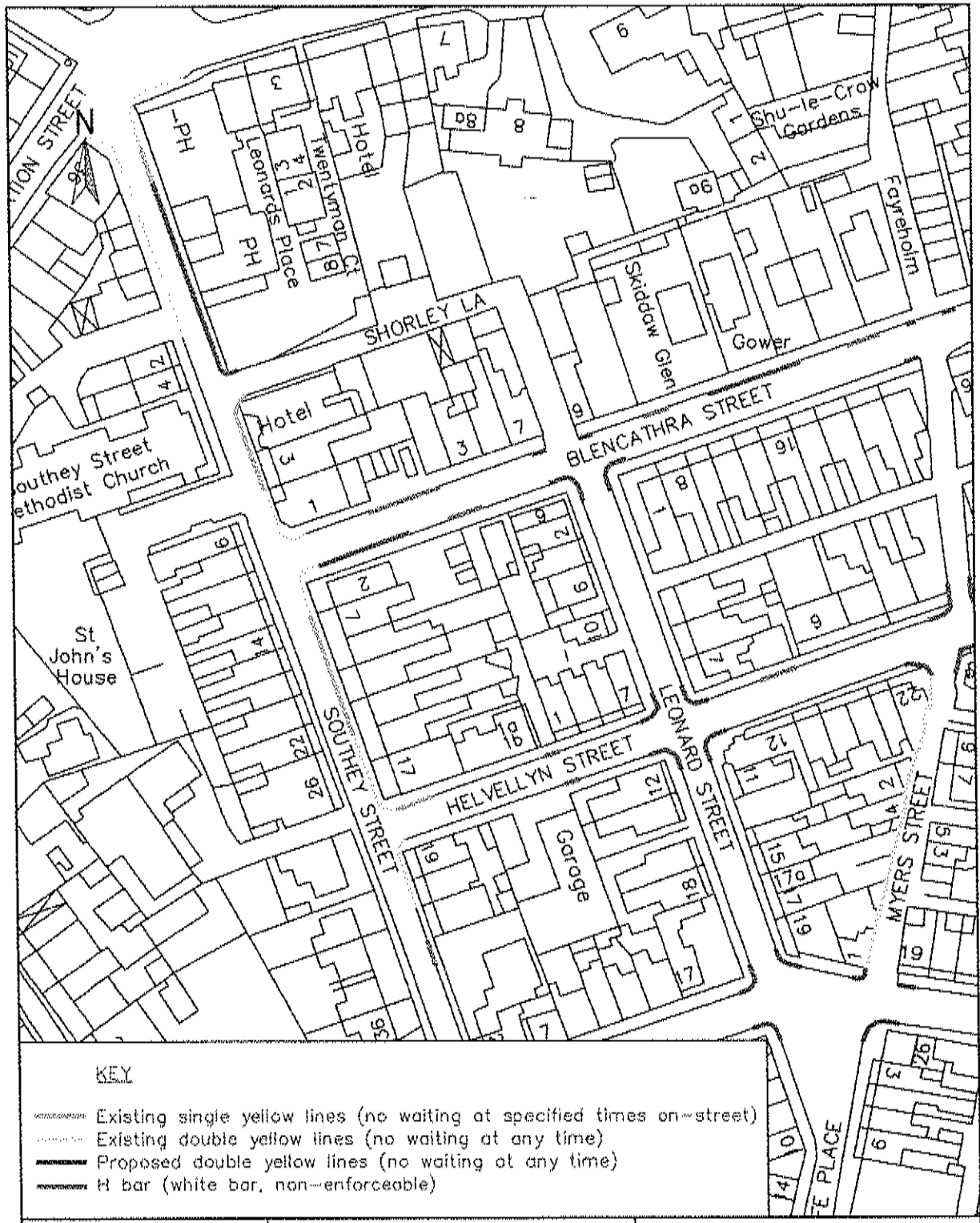
This exercise precedes a possible future study to investigate the wider parking arrangements in the area – the purpose of this exercise is to prevent the obstructive parking that often does take place, irrespective of any future changes.

This initial letter is to invite comments and feedback prior to a "formal advertisement" which will take place during 2019. Should you have any comments or questions relating to this, please contact me either by email or letter by Monday 7th January 2019.

Yours faithfully,



Philip Groom  
Traffic Management Officer

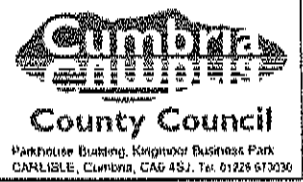


**Keswick TRO Review**  
**Keswick "Back Streets"**  
**General Location #1**

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Drawing No. KTRO19/PNG009.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18



**Keswick TRO Review**  
**Keswick "Back Streets"**  
**General Location #2**

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Drawing No. KTRO19/PNG010.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18



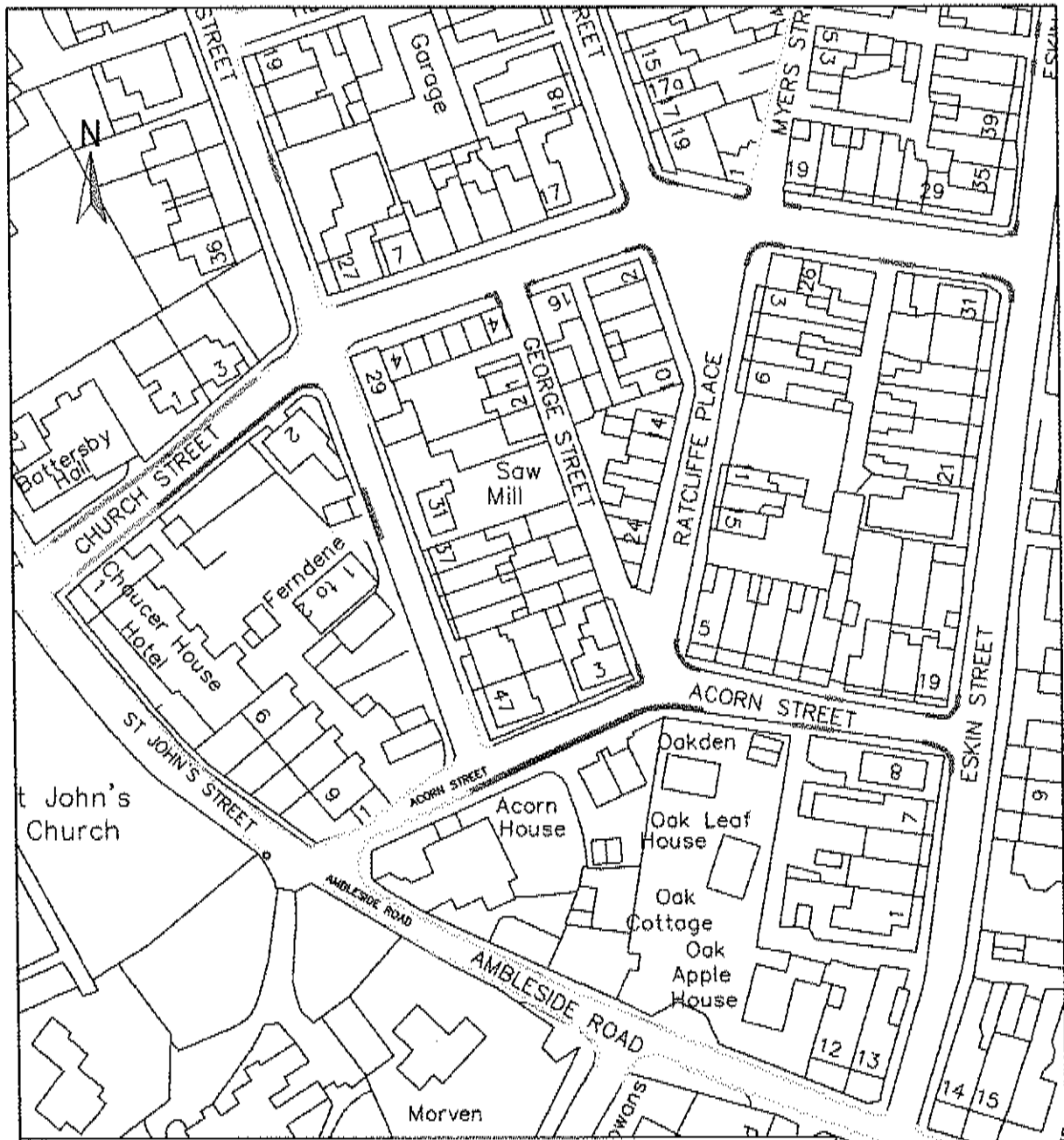
Parkhouse Building, Kingmoor Business Park  
 CARLISLE, Cumbria, CA6 4EJ. Tel. 01228 679330

**Keswick TRO Review  
 Keswick "Back Streets"  
 General Location #3**






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Drawing No. KTRO19/PNG011.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18



**KEY**

-  Existing single yellow lines (no waiting at specified times on street)
-  Existing double yellow lines (no waiting at any time)
-  Existing disc parking bay (no change)
-  Proposed double yellow lines (no waiting at any time)
-  H bar (white bar, non-enforceable)



**Cumbria County Council**  
 Parkhouse Building, Kingmoor Business Park  
 CARLISLE, Cumbria, CA6 4SE. Tel. 01223 613630

**Keswick TRO Review**  
**Keswick "Back Streets"**  
**General Location #4**

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Drawing No. KTRO19/PNG012.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18





**County Council**

Parkhouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA6 4SJ, Tel. 01228 513020

**Keswick TRO Review  
Keswick "Back Streets"  
General Location #5**

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Drawing No. KTRO19/PNG013.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18

Environment • Cumbria Highways • Joseph Noble Road • Lillyhall • Workington • CA14 4JH  
T: 01946 506550 • F: 01946 506537 • E: Philip.groom@cumbria.gov.uk

Date: 27/11/18  
Your reference: KTRO/18/005  
Our reference: KTRO/18/005

To whom it may concern,

**KESWICK TRAFFIC REGULATION ORDER (TRO) REVIEW:  
PORTINSCALE BRIDGE**

I am writing to inform you of proposals to introduce a "prohibition of cycling" restriction over Portinscale Bridge, as per the attached plan.

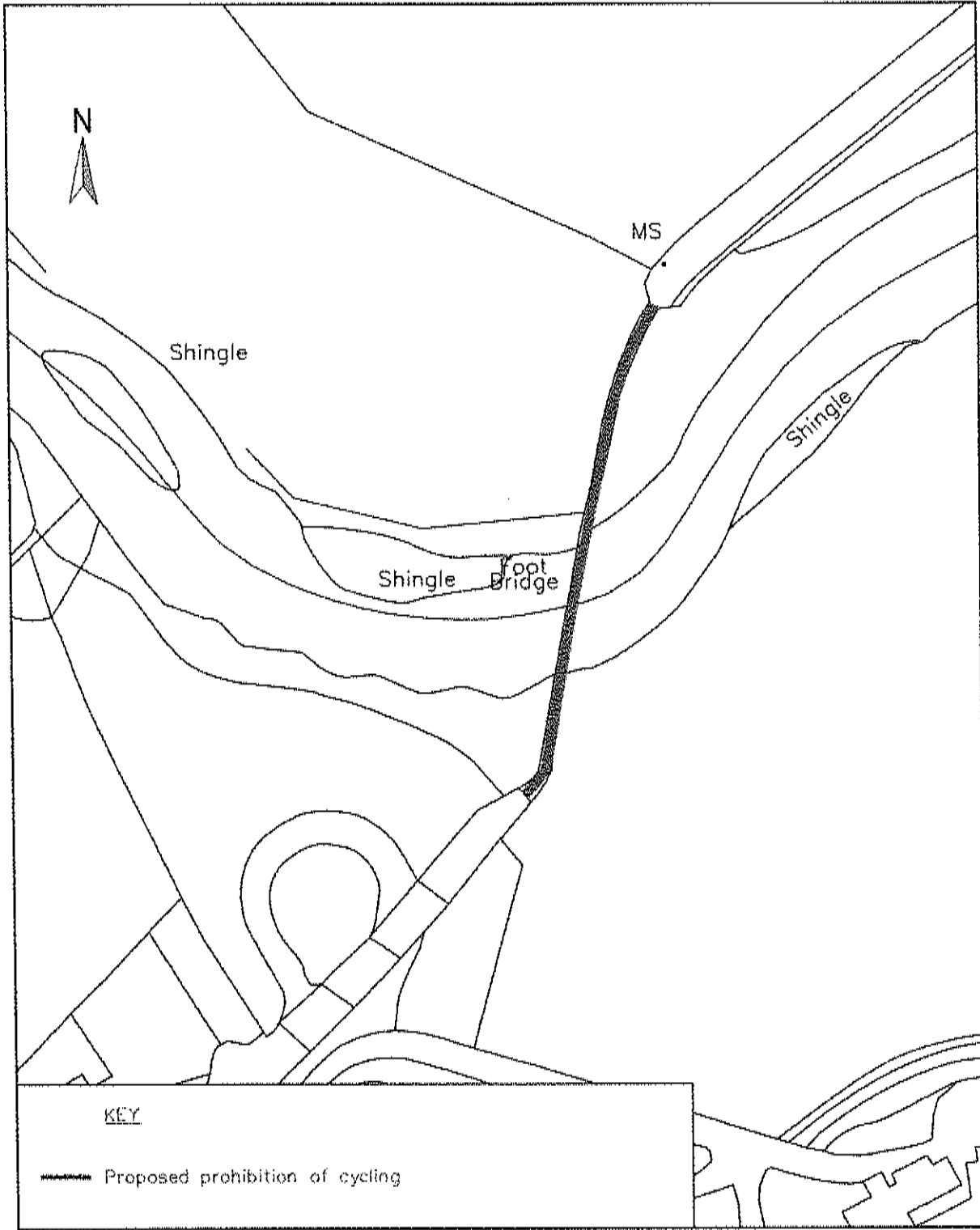
This proposal arises following a number of complaints and concerns in relation to frequent conflicts that occur on this narrow bridge between cyclists and pedestrians, and to resolve the current problem of existing confusing and contradictory signage.

This initial letter is to invite initial comments and feedback prior to a "formal advertisement" which will take place during 2019. Should you have any comments or questions relating to this, please contact me either by email or letter by Monday 7th January 2019.

Yours faithfully,



Philip Groom  
Traffic Management Officer



KEY

————— Proposed prohibition of cycling



**County Council**  
 Parkhouse Building, Kingmoor Business Park  
 CAKELISLE, Cumbria, CA6 4SJ, Tel. 01228 673070

**Keswick TRO Review  
 Portinscale Bridge  
 Prohibition of Cycling**

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Drawing No. KTRO19/PNG008.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18

Environment • Cumbria Highways • Joseph Noble Road • Lillyhall • Workington • CA14 4JH  
T: 01946 506550 • F: 01946 506537 • E: Philip.groom@cumbria.gov.uk

Date: 27/11/18  
Your reference: KTRO/18/001  
Our reference: KTRO/18/001

Dear Occupier

**KESWICK TRAFFIC REGULATION ORDER (TRO) REVIEW:  
PORTINSCALE**

I am writing to inform you of proposals to introduce a number of parking restrictions in Portinscale, as per the attached plans.

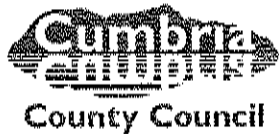
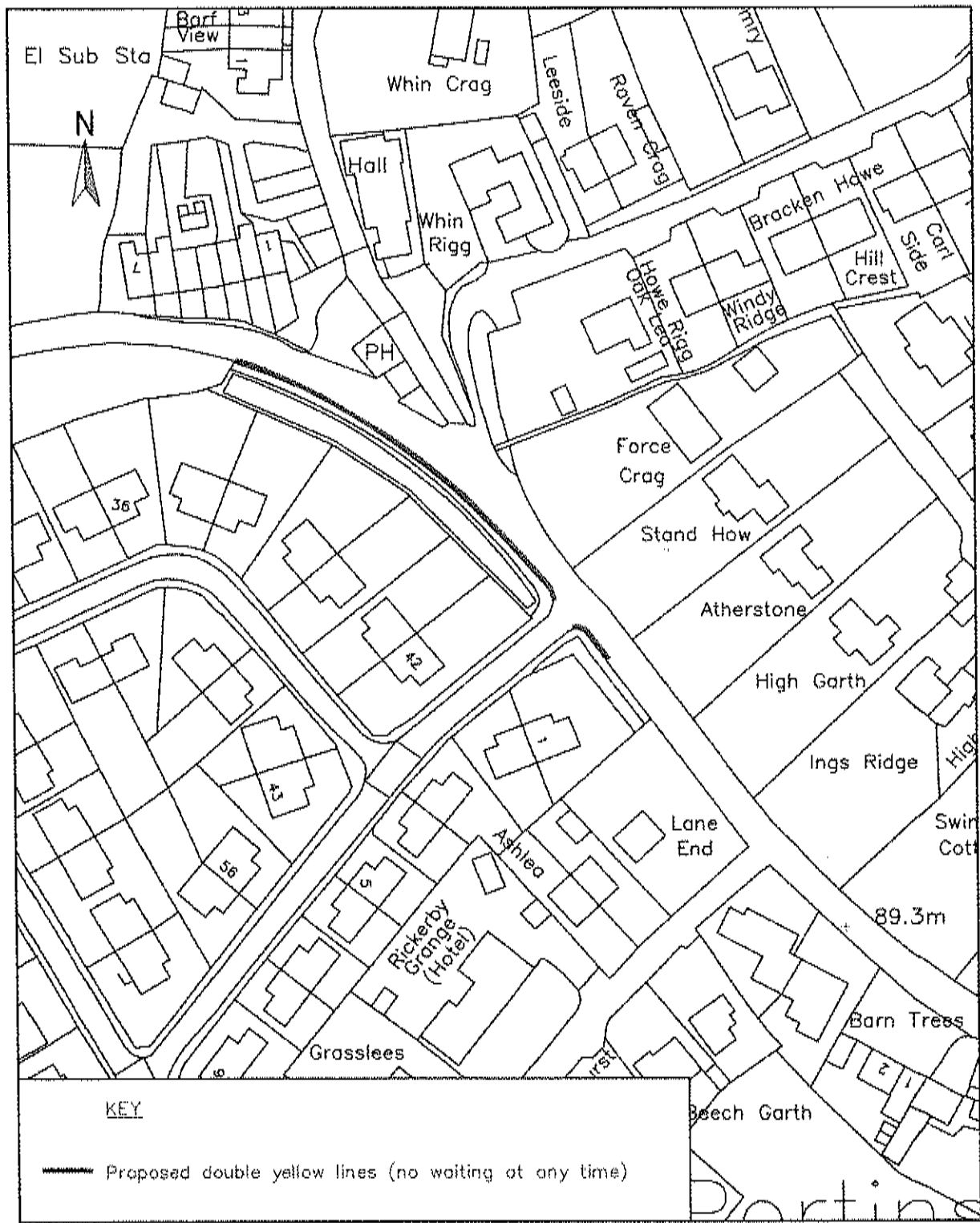
Cumbria Highways propose that a number of double yellow line restrictions (no waiting at any time) are implemented in key locations through the village, with parking provision remaining where safe and practical to do so. These proposals are being put forward in order to prevent obstructive parking and to ensure that safe and efficient traffic flow is maintained at all times.

This initial letter is to invite initial comments and feedback prior to a "formal advertisement" which will take place during 2019. Should you have any comments or questions relating to this, please contact me either by email or letter by Monday 7th January 2019.

Yours faithfully,



Philip Groom  
Traffic Management Officer



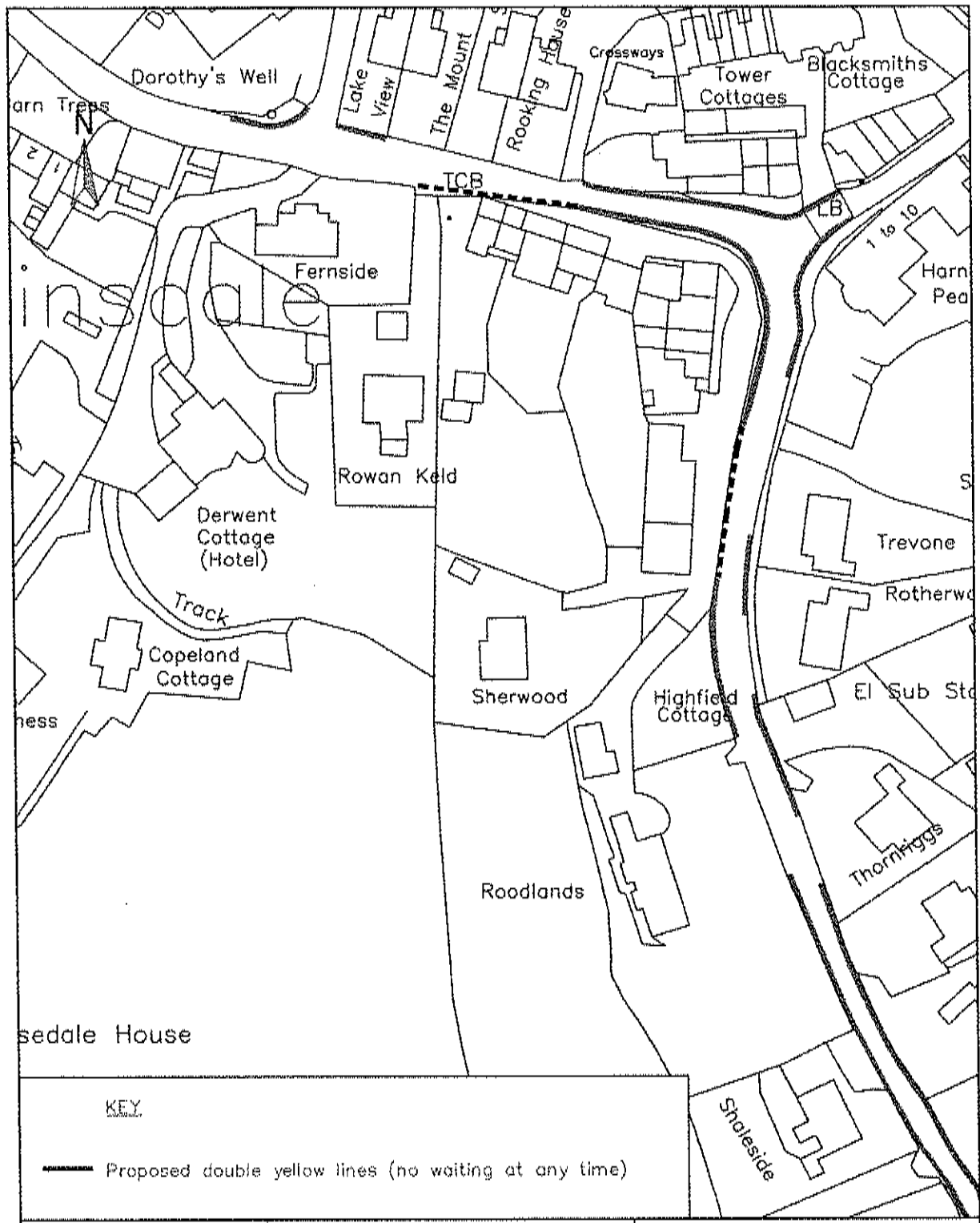
Parthouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA6 4SJ, Tel. 01228 513030

**Keswick TRO Review  
Portinscale #1**

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Drawing No. KTRO19/PNG001.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18



**KEY**

— Proposed double yellow lines (no waiting at any time)



**Cumbria County Council**

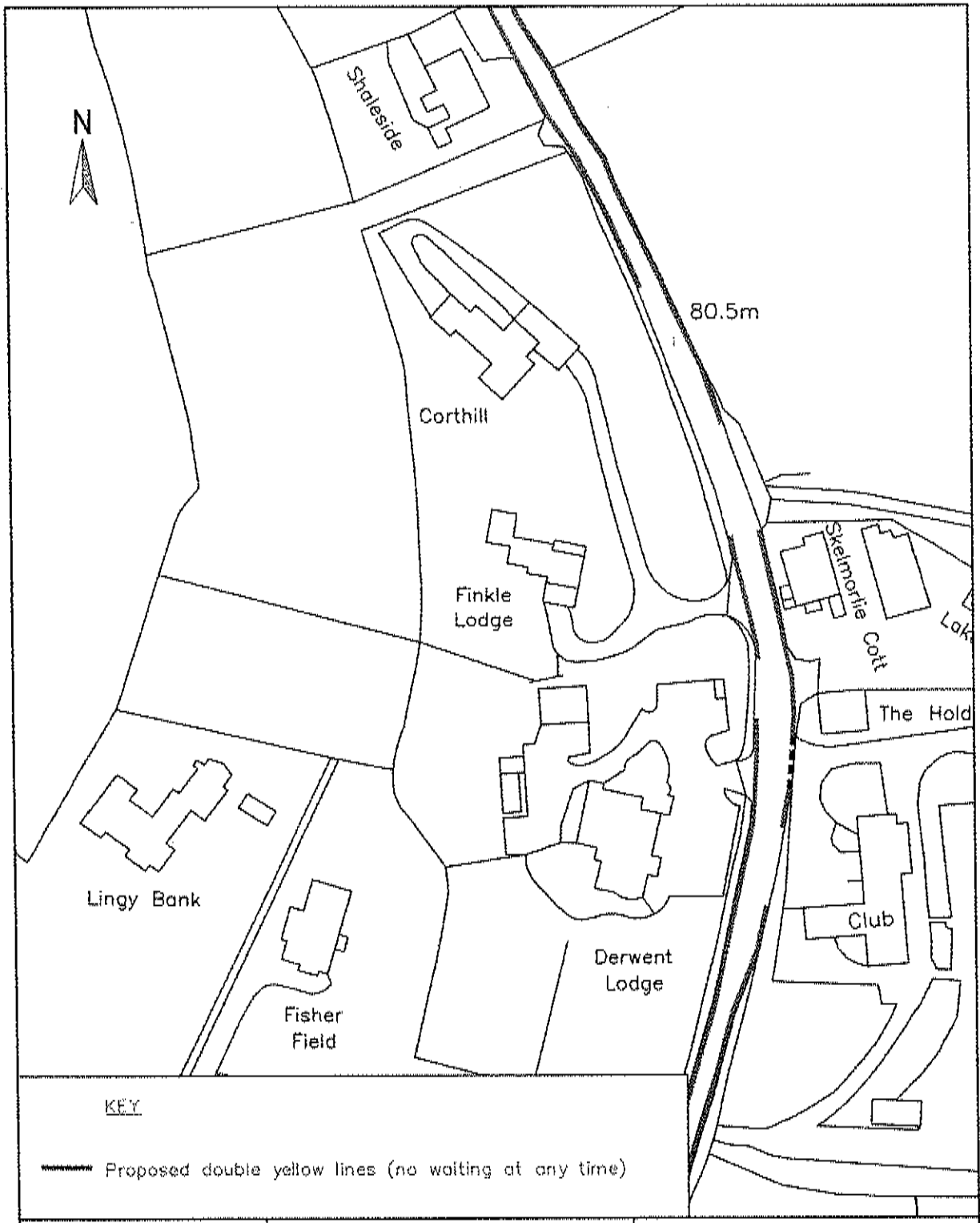

Parkhouse Building, Kingmoor Business Park  
 CARLISLE, Cumbria, CA6 4SJ, Tel. 01228 673030

**Keswick TRO Review  
 Portinscale #2**

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Drawing No. KTRO19/PNG002.Rev0

Drawn by PNG Scale 1:1000 Date NOV '18

**Cumbria**  
County Council

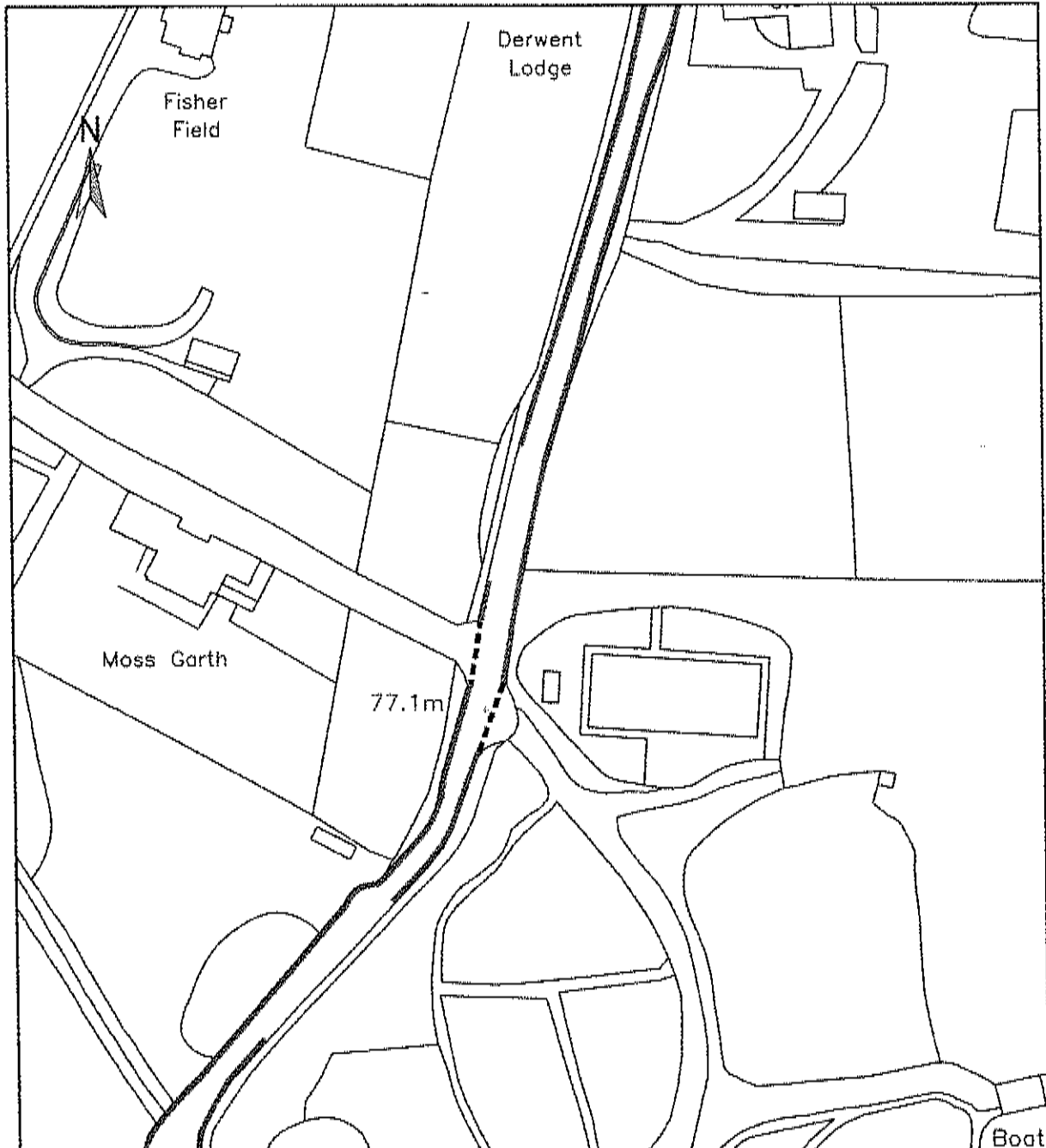
Parishouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA0 4SJ. Tel. 01223 673030

**Keswick TRO Review**  
**Portinscale #3**

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Drawing No. KTRO19/PNG003.Rev0

Drawn by PNG	Scale 1:1000	Date NOV '18
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**KEY**

— Proposed double yellow lines (no waiting at any time)



**County Council**

Parkhouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA6 4SJ. Tel: 01228 673030

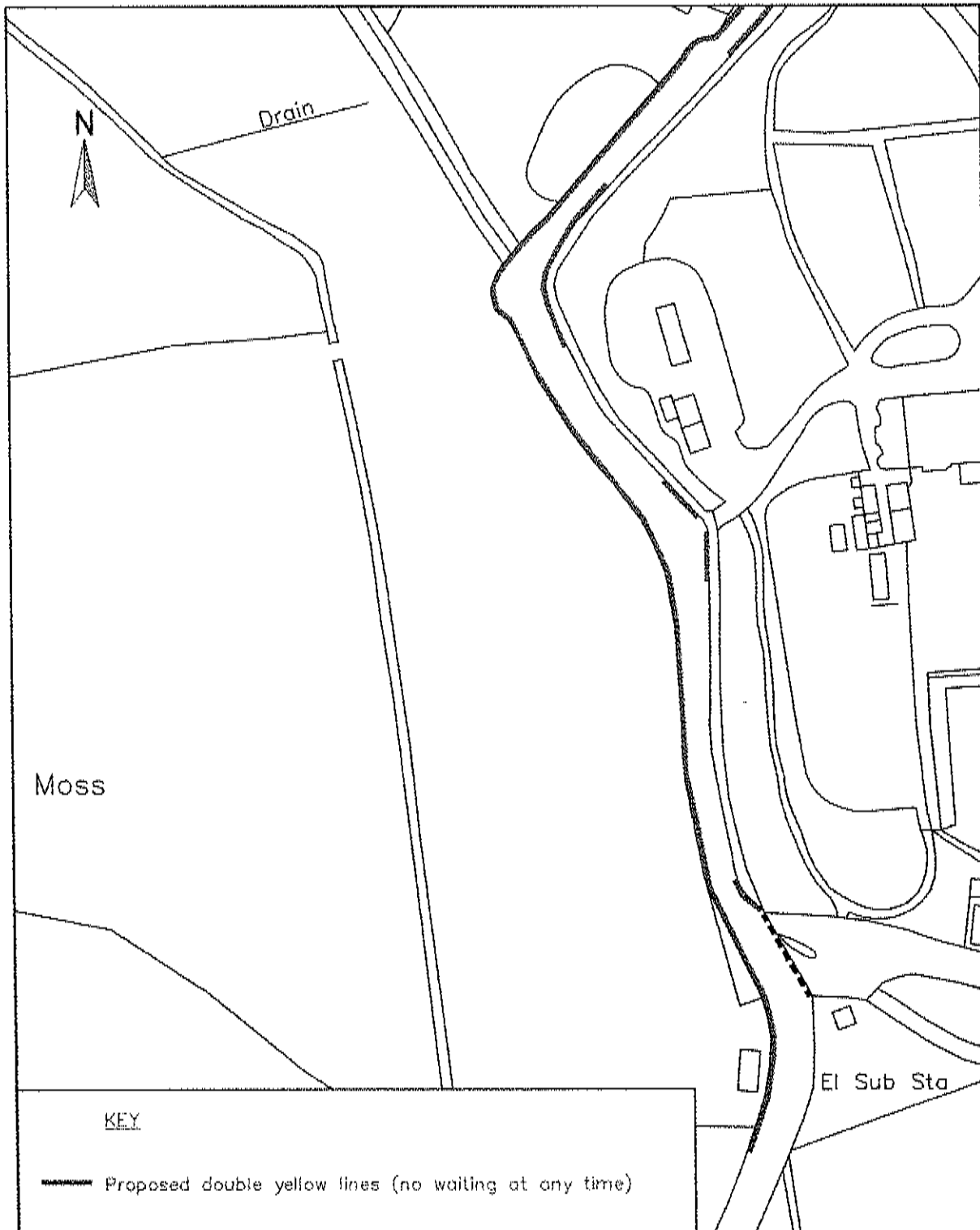
**Keswick TRO Review  
Portinscale #4**

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Drawing No. KTRO19/PNG004.Rev0

Drawn by **PNG** Scale **1:1000** Date **NOV '18**





KEY

— Proposed double yellow lines (no waiting at any time)

**Cumbria**  
County Council

Parkhouse Building, Kingmoor Business Park  
CARLISLE, Cumbria, CA9 4SJ, Tel. 01228 672020

**Keswick TRO Review  
Portinscale #5**

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Drawing No. KTRO19/PNG005.Rev0

Drawn by **PNG** Scale **1:1000** Date **NOV '18**

DISABILITY ACCESSTown Council Secretary

Please have these comments and suggestions added to the Town Council agenda and raised at the meeting. I will not attend as I am still deaf and still unable to exit after hours without help.

COUNCIL OFFICES (Allerdale Borough Council)

Following my dissertation in the "Reminder" last February (see copy) a "call for assistance" button was fitted at the front door, but I immediately pointed out to Lynda Walker that as both doors open in opposite directions, a wheelchair or scooter *still* needs help to hold doors. So useless for evening meetings. Automatic doors are required here.

HIGHWAYS (Cumbria County Council)

- 1) Last July I e-mailed Highways requesting that they consider painting double yellow lines around all ramped street corners in the "B & B" areas (Blencathra, Eskin, Ratcliffe . . . etc.) which are frequently (or usually) obstructed by parked cars. This is not only inconvenient, it is a danger, especially to distracted pushchair Mums with a toddler on one side and a dog on the other (not to mention wheelchair/scooter visitors of course).

**NB:** I do not know if the above ever reached the correct office as my e-mail was undelivered: "address does not exist", so I re-sent it by Royal Mail, asking for it to be passed on, but apart from an apology for the incorrect website address, received no other feedback.

- 2) Cattle grid at NY248212 (Catbells/Gutherscale) In September 2016 I rode around the lake on the "Lions" "Children-in-need" charity hike, necessarily on road. The livestock gate was blocked by parked cars, requiring (painfully) crossing the grid for which small wheeled scooters and wheelchairs are not designed. (Less of a problem for pushchairs as Dads lift them over the gate). Research showed Cumbria CC is responsible so I wrote asking for a "DO NOT OBSTRUCT" sign be fitted to the gate, perhaps also referencing the traffic offence applicable. No reply was received, but summer 2017, I found the gateway still blocked . . . by a LUCHINI van! I have not tried the route this beautiful summer, but do not need 3 guesses.

--000--

These suggestions are all reasonable and overdue. It would be appreciated (not just by me, I feel), now that councilors are showing interest, if they could use their influence to achieve something of them.

Signed:  (Jill Chambers - 33 Brandlehow Crescent)

1<sup>st</sup> December 2018

Feb 21/8

**"REMINDER"**

Dear Editor

I am pleased Councillor Tony Lywood considers the town council must be seen to be democratic. It's rather a pity, and certainly not democratic that the council chamber is still a "no go" place for anyone with hearing loss.

I attended (or tried to) a council meeting four years ago but left after 30 minutes as not a word was audible.

Downstairs (lift, fortunately) the front doors were now locked and bore a notice requiring people to leave by the back door (note to Allerdale Borough Council: how does one get a mobility scooter or wheelchair down two deep steps at the back door?).

Nothing for it but to return to the council chamber, interrupt and request assistance to hold open the front doors for me. An episode not to be revisited.

So please don't call this democracy when public meetings are effectively barred to so many people. If they were more inclusive maybe there would be greater interest in local politics.

On the matter of front door access there are, in 2018, very good electronic door openers, programmable for exit only after hours. As owner/landlord Allerdale Borough Council is obliged to comply with the 23 years old Access Act, and I believe that would include provision of a hearing loop system in the council room (also the reception counter - I cannot be the only person who struggles there?).

I will consider we have democracy when anyone with sensory or mobility loss may attend and participate at meetings, and access them without difficulty or embarrassment.

Jill Chambers  
Keswick

*In response to Jill Chambers letter Lynda Walker, Town Clerk for Keswick Town Council said:*

"The town council has set aside funding to provide a system in the council chamber to assist those with impaired hearing and is currently seeking providers.

"The front door of the building now remains open throughout the duration of council meetings so it is no longer necessary to use the back door.

"The town council is keen to encourage public attendance at meetings and hopefully these measures will assist."

11/12/2018

MR KENNETH PRICE  
ONE THE CRESCENT,  
KESWICK,  
CUMBRIA CA12 5HB.

To

AMBER SYKES

I WRITE TO YOU WITH CONCERN  
FOR THE RESIDENTS SAFETY  
REGARDING THE NEW ROAD  
SURFACE AROUND THE CRESCENT  
AND THE HEADLANDS.

I WALKED ROUND THE ESTATES  
WITH COUNTY COUNCILLER TONY  
LYEWOOD OF KESWICK, WHO TELLS  
ME YOU ARE GOING TO COME OUT  
WHEN IT FREEZES AGAIN TO  
TO SEE THE PROBLEM OF THE  
ROADS + PAVEMENT A PETITION  
FROM THE RESIDENTS WILL BE  
SENT ON TO YOU + A COPY TO  
P.T.O

THE HEAD OF KESWICK TOWN  
COUNCIL ALONG WITH A COPY  
OF THIS LETTER. THERE ARE  
MANY COMPLAINTS ALL READY

① TAXI SPUN ROUND OUT OF  
CONTROL OUT SIDE 66 THE  
HEADLAND AND ① CAR JUST DOWN  
FROM THIS NEAR THE STEPS  
OUT SIDE 6+7 + SEVERAL NEAR  
FALLS THIS IS JUST WITH  
FROST NOT RAIN + FROST.

I WILL WALK ROUND WITH  
YOU IF YOU WOULD BE KIND  
ENOUGH TO ALLOW ME. WE  
WOULD NEED TO MEET EARLY  
BETWEEN 8-9 WHILE THE FROST  
IS STILL THERE IF YOU RING  
ME ON 07376166986 I WILL  
MEET YOU HERE I HAVE A SOLUTION  
AS I HAVE LAYED TARMAC BEFORE

YOURS SINCERELY  
K PRICE