

**KESWICK TOWN COUNCIL**

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

10<sup>th</sup> January 2019

A meeting of Keswick Town Council will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Thursday 17<sup>th</sup> January 2019 at 7.30 pm.**

**Prior to the meeting, at 7.00 pm, Ian McCoy and Dave Watson of United Utilities will provide an update on the West Cumbria Supplies Project and preparation for year three.**

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 20<sup>th</sup> December 2019 (pages 33- 37).
- 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 Attendance**  
To receive the report of the Allerdale Rural Neighbourhood Policing Team (a Police Community Support officer will attend when on duty and available).
- 6. Matters to be received from the Public**  
Such matters may be received throughout the meeting, however items raised should not be discussed for longer than 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. Empty Shops in Keswick**

To consider how the town might be 'energised' to prevent empty shop premises. Joe Broomfield, Keswick Town Centre Manager, Allerdale BC will be present for this item and will also give an overview of the functions of the Borough Council's Economic Growth Team.
- 9. Applications for Development**
  - i) To examine applications for development and submit observations to the Lake District National Park Authority
  - ii) To receive update on National Park planning decisions.
- 10. Mayor's Report**

To receive details of the Mayor's engagements and meetings attendance for the period 14th December 2018 – 10th January 2019.
- 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) Lake District National Park Authority North Distinctive Area Parishes Representative
- 12. Council Tax Consultation – Cumbria Police & Crime Commissioner**

To consider response to the Cumbria Police & Crime Commissioner's consultation on increasing the Council Tax for a band D property by £2 per month to maintain a good police force.
- 13. The NHS Long Term Plan**

To receive a report from Councillor Susan Leighton on implications for the local area of the NHS Long Term Plan (full document (136 pages) can be downloaded here [www.longtermplan.nhs.uk/publication/nhs-long-term-plan](http://www.longtermplan.nhs.uk/publication/nhs-long-term-plan)).
- 14. Payment of Accounts**

To confirm the payment of accounts for January 2019 as approved by the Inspection Committee (to be circulated at the meeting):

  - i) For the Town Council
  - ii) For the Trusts
- 15. Quarterly Budgets**

To receive for information the third quarter budget comparisons.
- 16. Schedule of Meetings**

To approve the Schedule of Meeting Dates for 2019/20.
- 17. Clerk's Report**

To consider the Clerk's report.
- 18. Liaison Meetings**

To receive the notes of Keswick Ministries Town Liaison Forum held on 11<sup>th</sup> December 2018.
- 19. Correspondence**

To receive the following correspondence:

  - i) CALC – Buckingham Palace Garden Party 21<sup>st</sup> May 2019 – nomination request (enclosed). Four places are available for Cumbria – nominations should be in recognition of past service as Chairman of Parish Council and Town Mayor in England.

## KESWICK TOWN COUNCIL

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

---

**Present:**

**Chairman**  
Councillor David Burn

<b>Councillors</b>		
Allan Daniels	Martin Jordan	Denstone Kemp
Graham Kendall	Susan Leighton	Duncan Miller
Jean Murray	Adam Paxon	Martin Pugmire
Paul Titley		

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), Anna Mlynczak (Admin and Finance Assistant), Dr Geoff Davies (Lake District National Park Authority North Distinctive Area Parishes Representative), 1 member of the press and 3 members of the public.

**146. Apologies**

Apologies were received from Councillor Tony Lywood (holiday).

**147. Minutes**

**RESOLVED** that the Chairman be authorised 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).

**148. Requests for Dispensations**

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

**149. Declarations of Interests**

Declarations of interests in respect of items on this agenda were received from:  
Councillor Martin Jordan – item 8 (i) application no. 7/2018/2308 – owns neighbouring property

**150. Police Report**

**RECEIVED** the report of the Allerdale Rural Neighbourhood Policing Team. A total of 26 incident logs and crimes had been reported in the area during November 2018 (comparative figure for the same period in 2017 was 21). Inspector Gale and Sgt Atkinson attended the meeting. Inspector Gale explained that more 'secondary' crimes were now being recorded which meant that figures could not be directly compared to previous years. Sgt Atkinson advised that average waiting times for responses to 101 calls were now published on the Cumbria Constabulary website

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

No matters were received.

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

Councillor Murray commented on the number of empty shop premises in Museum Square and Councillors expressed concerns about this. An item was requested on the agenda for the next meeting to consider ways in which the town could be 'energised'.

**153. Applications for Development**

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

Plan. Ref.	Description of Development Location
------------	--

- T/2018/0168** T1: Horse Chestnut - crown reduce  
Briar Rigg House, Brundholme Road, Keswick, CA12 4NL  
*Support - from a safety point of view this tree which has a TPO needs to be further crown reduced. Sensible and following the expert advice received from contractor.*  
**SUPPORT**
- 7/2018/2270** A small area for outside seating  
19 Lake Road, Keswick, CA12 5BS  
*Support - There is history with outside seating at these premises. Fully aware of the circumstances regarding this application and support the idea of a Keswick café society (although this application includes an extension to 10.30 pm at which time the roadway is in use by cabs from Market Square - this may not be a sensible mix of users)*  
**SUPPORT**
- 7/2018/2305** New dormer window to rear elevation for loft conversion (revised dormer design)  
43 Southey Street, Keswick, CA12 4EE  
*Support - Dormer window in keeping with property & other nearby properties*  
**SUPPORT**
- 7/2018/2308** Erection of local occupancy dwelling  
Site to rear of 61 Headlands, Keswick, CA12 5ET  
*Support with caveat of distance issue between neighbouring hedge and property on the plans as there seems to be a discrepancy.*  
**NEUTRAL**
- (Councillor Kendall joined the meeting).*
- 7/2018/2311** Two storey side extension and single storey rear extension  
Mount View, 12 Fenton, Keswick, CA12 4AZ  
*Support - applicants have consulted with LDNPA with regard to single storey rear extension*  
**SUPPORT**
- 7/2018/2314** Change of use from class D1 (Doctors Surgery) to class A1 (Shops)  
9 Bank Street, Keswick, CA12 5JY  
*Support - A mess at the moment and this change can only help footfall in Bank Street (office space could be another option), this proposal can only improve the site.*  
**SUPPORT**
- 7/2018/2315** Change of use from class D1 (Doctors Surgery) to class A2 (Estate Agents)  
11 Bank Street, Keswick, CA12 5JY  
*Support - A mess at the moment and this change can only help footfall in Bank Street (office space could be another option), this proposal can only improve the site.*  
**SUPPORT**
- 7/2018/2316** Variation of condition 2 (plans) on planning application 7/2018/2103 - Demolition of existing dwelling and erection of six dwellings  
Formerly Castlehead Hotel, Borrowdale Road, Keswick, CA12 4EU  
*Support - Looks like minimal change to house on Plot 2*  
**SUPPORT**

- 7/2018/2320** Proposal to install four rapid electric vehicle charging stations within the car park Booths, Tithebarn Street, Keswick, CA12 5EA  
*Support - Installers should be aware of a possible flood risk. Good for the environment and forward looking, the future of electric vehicles depends on charging points*  
**SUPPORT**
- 7/2018/2323** Extensions and alterations (revised scheme following approval application 7/2018/2134)  
Hillcroft, 17 Lonsties, Keswick CA12 4TD  
*Support - Sufficient ground for works.*  
**SUPPORT**
- 7/2018/2326** 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  
27 Blencathra Street, Keswick, CA12 4HX  
*Support - Upgrading/modernisation of this property.*  
**SUPPORT**
- 7/2018/2327** 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  
Waters Edge, Lake Road, Keswick, CA12 5DJ  
*Support - sensible moderations to 'iconic' location property*  
**SUPPORT**
- 7/2018/2336** 2 internally illuminated signs - 1 box and 1 fascia  
Theatre by the Lake, Lake Road, Keswick CA12 5DJ  
*No comments made*  
**SUPPORT**
- 7/2018/2337** 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)  
Sheep Close, Manor Brow, Keswick, CA12 4BB  
**NEUTRAL**

**154. Mayor's Report**

**RECEIVED** details of the Mayor's engagements and meetings attendance for the period 19<sup>th</sup> November 2018 – 13<sup>th</sup> December 2018

**155. Request for Speed Indication Devices at Chestnut Hill and High Hill**

The Mayor advised that no response had been received from Cumbria County Council to the letter insisting that a Speed Indication Device be installed at High Hill. 300 signatures had now been added to the on-line petition with a further 100 on a paper petition. Above Derwent Parish Council had agreed to support the request. He urged anyone who had not already signed the on line petition to do so.

**156. Reports from Ward Representatives**

**RECEIVED** reports from the following representatives:

- i) Allerdale Borough Council Ward Representative – Councillor Pugmire advised that he was progressing 'accessible Keswick' issues with the Borough Council
- ii) Cumbria County Council Ward Representative – no report submitted
- iii) LDNPA North Distinctive Area Parishes Representative – Dr Geoff Davies submitted a written report

**157. Payment of Accounts**

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

- i) For the Town Council, vouchers 186 - 205 amounting to £38,848.72 (thirty eight thousand eight hundred and forty eight pounds and seventy two pence)
- ii) For the Trusts, vouchers HP170 - FP142 amounting to £48,595.79 (forty eight thousand five hundred and ninety five pounds and seventy nine pence)

**158. Budget for 2019/2020 and Grant Payments**

The draft budget for 2019/20 was presented for approval together with recommended grant payments to local organisations.

**RESOLVED:**

- i) That the draft Budget for the financial year 2019/20 be approved
- ii) That the precept for 2019/20 be set at £261,777
- iii) That the list of recommended grants be approved.

**159. Second and Holiday Homes – Council Tax and Business Rates**

Consideration was given to 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 should support the campaign to close the loophole which enables owners of properties used for holiday letting to pay neither Council Tax nor Business Rates by registering them as businesses which then qualify for Small Business Rates Relief.

**RESOLVED** that the Town Council support the campaign to close the loophole in the law which enables homes used for holiday letting purposes to be registered as businesses and thereby qualify for Small Business Rates Relief.

**160. Keswick Transport Study (including Parking)**

Consideration was given to making a nominal contribution 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).

**RESOLVED** that a contribution of £1,000 be made towards the costs of the Study to be funded from the contingency amount in the budget and that the Clerk attend meetings of the Project Delivery Group.

**161. Clerk's Report**

Consideration was given to the Clerk's report.

**RESOLVED:**

- i) that a grant of £250 towards the cost of viewing planning applications be accepted from the Lake District National Park Authority and that further consideration be given to how this could best be used
- ii) that Councillor Daniels be authorised to attend the National Association of Local Councils Spring Conference to be held in London on 11<sup>th</sup> February 2019, the cost of attendance to be funded from the current year's budget

**162. Minutes of Committee and Liaison meetings**

**RECEIVED** for information:

- i) the draft Minutes of the Events Committee meeting held on 20th 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

**163. Correspondence**

Consideration was given to 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  
**RESOLVED**
- i) that the County Council be requested to supply details of the number of on street parking spaces which will be lost as a result of the proposals for additional double yellow lines in areas of Keswick
  - ii) that concerns be expressed regarding the impact on businesses in Portinscale of reducing on street parking in the village
  - iii) that the County Council be asked to consider introducing a 20mph speed limit in the vicinity of St Herbert’s School
- v) Jill Chambers – Disability Access  
**RESOLVED** that the issues raised in the letter be passed to Cumbria County Council and Allerdale Borough Council for attention
- vi) Kenneth Price – road surface around the Headlands

**Prior to the following business the Chairman moved the resolution:**

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

**164. Contracting – Floral Displays**

**RESOLVED** that the recommendations contained in the report be approved in principle.

**165. Staffing - Staffing Committee Minutes**

**RECEIVED** for information the draft Minutes of the Staffing Committee meeting held on 11<sup>th</sup> December 2018.

**RESOLVED** that the Employer Discretions Statement of Policy - Pensions and the Dress Code/Staff Uniform Policy be approved and adopted as recommended by the Staffing Committee.

The meeting closed at 9.00 pm

\_\_\_\_\_  
 Chairman

\_\_\_\_\_  
 Date

**Planning Applications received between 14/12/2018 to 10/01/2019**

<b>Plan ref</b>	<b>Location</b>	<b>Description of Proposed Development</b>
7/2018/0161	Castlehead Medical Centre, Ambleside Road, Keswick, CA12 4DB	Fell x 3 cherry, 1 x spruce, Crown lft. 2 x willow, 1 x spruce, 2 x beech, Prune 1 x rhododendron, 1 x cherry, Sever ivy 1 x ash
7/2018/2302	Glentarne, Crosthwaite Road, Keswick, CA12 5PG	Construction of attached two storey three bedroom dwelling within the curtilage of Glentarne (resubmission of
7/2018/2335	48, Lakeland Park, Keswick, CA12 4AT	Single storey extensions to front and rear and conversion of garage.
7/2018/2339	18-20 Lake Road, Keswick, Cumbria, CA12 5BX	Conversion of hotel to aparthotel
7/2018/2340	Keswick Launch Company, 29 Manor Park, Keswick, CA12 5DJ	Drainage field (retrospective) and package treatment plant (proposed)
7/2018/2341	Dunbar, Crosthwaite Road, Keswick, CA12 5PG	Erection of a two - storey side and part rear extension
7/2018/2343	Keswick Brewing Co, The Old Brewery, Brewery Lane, Keswick, CA12 5BY	Extensions and alterations to micro - brewery building, shop and visitor areas (revised application)
7/2018/2344	27 Station Street, Keswick, Cumbria, CA12 5HH	Change of use of ground floor retail space to extend existing residential unit
7/2018/2347	La Primavera Restaurant, High Hill, Keswick, CA12 5NX	Alterations to internal layout and external openings inc. removal of single door to turret and alterations to front door (to recent extension to building)
7/2018/2349	Fell View, Ashtree Avenue, Keswick, CA12 5PF	Extension to rear of property and hard standing
7/2018/2350	Great Eddy, Borrowdale Road, Keswick, CA12 5UP	New double garage
7/2018/2356	Bristowe Lodge, Crosthwaite Road, Keswick, CA12 5PG	Variation to condition 2 (plans) on Planning Application 7/2017/2341 - Proposed local needs dwellings

**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 14/12/2018 & 10/01/2019

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal Decision
7/2018/2294	October-18	109, Main Street, Keswick	CA12 5EB	Installation of two conservation rooflights to the front elevation and a dormer window to the rear elevation.	SUPPORT	GRANTED	
7/2018/2311	November-18	Mount View, 12, Fenton, Keswick	CA12 4AZ	Two storey side extension and single storey rear extension	SUPPORT	GRANTED	
7/2018/2323	November-18	Hillcroft, 17, Lonsties, Keswick	CA12 4TD	Extensions and alterations (revised scheme following approval of application 7/2018/2134)	SUPPORT	GRANTED	

**KESWICK TOWN COUNCIL**

**TOWN COUNCIL MEETING 17<sup>th</sup> JANUARY 2019**

**MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 14<sup>th</sup> December 2018 – 10<sup>th</sup> January 2019

Friday 14 <sup>th</sup> December	Meeting with Customer Relations Manager at Newcastle Central Station
Monday 17 <sup>th</sup> December	EDC's Chairman's Carol Service, St. Andrews Church, Penrith
Tuesday 18 <sup>th</sup> December	Meeting re: LDNPA Local Plan Review at ADPC Braithwaite. Cllrs Titley, Daniels and Leighton also in attendance
Wednesday 19 <sup>th</sup> December	Attendance at ADPC Council Meeting, Braithwaite
Sunday 23 <sup>rd</sup> December	Carol Service, St John's Church, Keswick
Tuesday 25 <sup>th</sup> December	Christmas Day Visit - visit made to Millfield Care Home, Nether Place Care Centre and Mary Hewetson Cottage Hospital

**From:** McGinley, Linda [<mailto:Linda.McGinley@cumbria.police.uk>]  
**Sent:** 02 January 2019 14:08  
**To:** Cumbria Association, of Local Councils  
**Subject:** Message from Cumbria's Police and Crime Commissioner - Council Tax Consultation

Dear CALC,

On behalf of Peter McCall, can I ask you please to distribute the message below to all of your local council contacts?

**Message from Cumbria's Police and Crime Commissioner Peter McCall**

Cumbria is one of the safest counties in the country. Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) has graded Cumbria Constabulary as one of only 11 forces to be good across the board. I need your help to keep it this way.

The changing nature of crime and increased demands on our police service is a constant pressure. There is now a greater focus on complex crimes such as child sexual exploitation, online crime, and county lines drug dealing. I am determined we must do all we can to tackle these offences that blight our communities.

The last thing I want to do is to propose an increase in Council Tax Precept, but I do have to be honest and realistic. If we want to maintain a good force we have to be prepared to fund it properly. After consulting with the Chief Constable to determine what we need to sustain our force I am reluctantly proposing to increase council tax precept for 2019/20 by £2 per month for a band D property (in Cumbria the largest number of properties fall into band B, for whom the increase would be £1.55).

Last year I promised to recruit an additional 25 officers, we did this, and they have made an enormous difference in neighbourhood policing. The proposal this year will allow us to sustain this and provide a further 20 additional officers. This will allow us to fight more crime and bring more offenders to justice, target anti-social behaviour and unsafe driving, protect children and vulnerable people, and tackle serious and persistent offenders – in short keep Cumbria safe!

I urge you to take part in this [survey](#) and help me to continue to provide a good, locally focused, police force - your Cumbria police force.

You can read my full media release [here](#).

The survey will remain open until Wednesday 23 January.

If you prefer a paper copy of the survey, please email [commissioner@cumbria-pcc.gov.uk](mailto:commissioner@cumbria-pcc.gov.uk) and request one.

Many thanks

Peter McCall

KESWICK TOWN COUNCIL  
17<sup>TH</sup> JANUARY 2019

### **THE NHS LONG TERM PLAN**

The NHS Long Term Plan has just been published (7 Jan 2019).

The aim is that through the implementation of this Plan, patients will get more options, better support and properly joined-up care, at the right time, in the optional care setting. The 'Plan' mentions online digital GP Consultations, more support for people in their own homes, an increase of urgent treatment centres, same day emergency care without the need for an overnight stay in hospital, and prevention programmes.

Every area of the country will now have to set out specific measurable goals and mechanisms by which they will contribute to narrowing health inequalities.

Some of the improvements highlighted in the Plan are 10 year goals as there is a need to expand the capacity of the NHS and to grow the workforce. Current staff may be enabled to have more flexible rostering (encouraging them to remain in their role).

Doubling the number of volunteers, upgrading technology and digitally enabled care are also mentioned.

Health Leaders in the North Cumbria Health and Care System have welcomed the Plan. A developing Integrated Care System is already being worked on in this region through 8 Integrated Care Communities (ICCs). In ICCs, Health and social care professionals, GPs, the voluntary sector and the community aim to work as one team to support the health and wellbeing of local people.

More information can be found locally at [www.northcumbriahealthcare.nhs.uk](http://www.northcumbriahealthcare.nhs.uk)

And nationally at [www.england.nhs.uk/2019/01/long-term-plan/](http://www.england.nhs.uk/2019/01/long-term-plan/)

And [www.longtermplan.nhs/](http://www.longtermplan.nhs/)

A Brief report from Susan Leighton.

## KESWICK TOWN COUNCIL

## GENERAL FUND - 1st April 2018 - 31st March 2019

## Budget Summary as at 31st December 2018

## 3rd Quarter

	AGREED Budget for18/19	Expenditure to 31.12.18	% of Budget
<b>Expenditure:</b>			
General Administration	72613	50517	69.57
Grants to outside bodies	15000	14520	96.80
Christmas Lights	30300	16375	54.04
Mayors Allowance	2000	1500	75.00
War memorial	1500	1179	78.60
Townfield	1300	600	46.15
Open Spaces	1000	750	75.00
Fitz Park - Grant from KTC	122044	122044	100.00
Communications & Neighbourhood Plan	500	0	0.00
Audit Fee/Accounts Preparation	1370	0	0.00
Contingency Sum	10000	1281	12.81
Keswick Events (Inc Scruffs 18-19)	15805	10914	69.05
Events Co-ordinator	4305	1815	42.16
Floral displays	7500	5193	69.24
Allotments Expenditure	600	146	24.33
Professional Advice - Provision	0	0	0.00
Annual Parish Meeting (inc room hire & refreshments)	200	49	24.50
Advertising	270	265	98.15
Event Banner Expenditure	100	0	0.00
Promotional gifts to civic visitors to Keswick	250	0	0.00
Civic Pride Award	0	0	0.00
Environment Agency Permit	170	0	0.00
<b>TOTAL EXPENDITURE:</b>	<b>286827</b>	<b>227148</b>	<b>79.19</b>

Street Wks  
Permit & HR,  
CCTV

	AGREED Budget 18/19	Income to 31.12.18	% of Budget
<b>Income:</b>			
Precept	246700	246700	100.00
Grant to Fitz Park - ABC	20000	20000	100.00
Council Tax Support Grant	939	939	100.00
Bank/Investment interest (inc War Memorial)	5	4	80.00
Walker Park rent	12267	12267	100.00
Allotments Income - Rent	600	950	158.33
Events Banners Income	1000	1000	100.00
Keswick Events Contributions (Inc Scruffs)	5000	5643	112.86
Christmas Lights Contributions	300	0	0.00
Townfield Interest	16	25	156.25
<b>TOTAL INCOME:</b>	<b>286827</b>	<b>287528</b>	<b>100.24</b>

Inc Prepayment

KESWICK TOWN COUNCIL

GENERAL FUND - ADMINISTRATION

1st April 2018 - 31st March 2019

Budget Summary as at 31 December 2018

3rd Quarter

	AGREED Budget 18/19	Expenditure to 31.12.18	% of budget spent
<b>Expenditure:</b>			
Salaries, Nat ins & Pension (18.9%) & Pension Deficit	93615	68635	73.32
Payroll - Outsource Costs	330	225	68.18
Rent	7100	5325	75.00
Rates	4128	3715	90.00
Building Service Costs	5000	0	0.00
Repairs - Decorating/Carpets/Upgrades	1500	12	0.80
Insurances	600	634	105.67
Subscriptions	700	547	78.14
Conferences/Training	900	737	81.89
Stationery	1000	575	57.50
Postage	300	194	64.67
Telephone & Internet	800	687	85.88
Photocopier	1300	896	68.92
Computer maintenance/support	1190	1175	98.74
Office Equipment	200	0	0.00
Staff Expenses	200	57	28.50
Ex Employee Pension	1300	666	51.23
Health and Safety	50	0	0.00
Website (Annual Fee)	300	194	64.67
Council Chamber/Meeting Expenditure	250	100	40.00
Quality Award	100	0	0.00
Election Provision	0	0	0.00
Telephone System - Maintenance Fee	200	0	0.00
<b>Total Expenditure:</b>	<b>121063</b>	<b>84374</b>	<b>69.69</b>

	AGREED Budget for year 17/18	Income to 31.12.18	% of budget income
<b>Income:</b>			
Photocopies	20	5	0.00
Council chamber rental	20	174	870.00
<b>Total Income:</b>	<b>40</b>	<b>179</b>	<b>447.50</b>

<b>To be allocated:</b>	<b>121023</b>	<b>84195</b>	<b>69.57</b>
-------------------------	---------------	--------------	--------------

	Agreed allocation 18/19	% of allocation to date
<b>Allocation:</b>		
General Fund - (60%)	72613	50517
Hope Park - (20%)	24205	16839
Fitz Park - (20%)	24205	16839
	<b>121023</b>	<b>84195</b>

<b><u>SCHEDULE OF MEETINGS 2019</u></b>	
<b>20<sup>th</sup> JUNE</b>	<b>TOWN COUNCIL MEETING</b>
<b>11<sup>th</sup> JULY</b>	<b>CHARITABLE TRUST MEETING</b>
<b>18<sup>th</sup> JULY</b>	<b>TOWN COUNCIL MEETING</b>
<b>15<sup>th</sup> AUGUST</b>	<b>TOWN COUNCIL MEETING</b>
<b>12<sup>th</sup> SEPTEMBER</b>	<b>CHARITABLE TRUST MEETING</b>
<b>19<sup>th</sup> SEPTEMBER</b>	<b>TOWN COUNCIL MEETING</b>
<b>17<sup>th</sup> OCTOBER</b>	<b>TOWN COUNCIL MEETING</b>
<b>14<sup>th</sup> NOVEMBER</b>	<b>CHARITABLE TRUST MEETING</b>
<b>21<sup>st</sup> NOVEMBER</b>	<b>TOWN COUNCIL MEETING</b>
<b>19<sup>th</sup> DECEMBER</b>	<b>TOWN COUNCIL MEETING 7PM</b>
<b><u>SCHEDULE OF MEETINGS 2020</u></b>	
<b>9<sup>th</sup> JANUARY</b>	<b>CHARITABLE TRUST MEETING</b>
<b>16<sup>th</sup> JANUARY</b>	<b>TOWN COUNCIL MEETING</b>
<b>20<sup>th</sup> FEBRUARY</b>	<b>TOWN COUNCIL MEETING</b>
<b>12<sup>th</sup> MARCH</b>	<b>CHARITABLE TRUST MEETING</b>
<b>19<sup>th</sup> MARCH</b>	<b>TOWN COUNCIL MEETING</b>
<b>16<sup>th</sup> APRIL</b>	<b>ANNUAL PARISH 6.30PM – 7.30PM TOWN COUNCIL MEETING 7.30PM</b>
<b>21<sup>st</sup> MAY</b>	<b>ANNUAL COUNCIL MEETING 7.30PM</b>
<b>28<sup>th</sup> MAY</b>	<b>ANNUAL TRUST MEETING 7.30PM</b>

KESWICK TOWN COUNCIL  
17<sup>TH</sup> JANUARY 2019

#### **CLERK'S REPORT**

2019 is going to be a busy year with parish and town council elections in most districts and the election of parish representatives in three areas of the Lake District National Park. NALC have provided better resources this year to help encourage people to come forward to serve their communities, including editable posters and flyers, a revised version of *All About Local Councils*, a press release template and a timetable covering the activities for elections. Election day is 2<sup>nd</sup> May 2019 and the date when Councillors will take office is on Tuesday 7<sup>th</sup> May.

#### Keswick Transport Study

The first meeting of the Project Delivery Group took place on 7<sup>th</sup> January and a set of draft documents has been produced covering:

- Governance – Organogram and Terms of Reference
- Scope – with objectives and stages of the project, together with some indicative timescales
- Stakeholder list

The documents are available in the Clerk's office.

An officer from Keswick Town Council is invited to be part of the Project Delivery Group which also includes representatives from Cumbria County Council, Lake District National Park Authority and Allerdale Borough Council. This group will provide support to the delivery of the project and technical direction to ensure that the objectives of the project are met and maintain an overview of the project programme.

The objectives for the project are:

1. Identify improvement to the highways and transport network to address the management of traffic and parking in Keswick
2. Identify improvements to improve opportunities to walk and cycle
3. Identify improvements to encourage the use of public transport and to improve opportunities for onward sustainable travel
4. Develop an approach to the phasing, planning and delivery of the improvement measures.

Cumbria County Council will manage the appointed consultants and the preparation of the Study on behalf of the Project Board and Project Delivery Group. It is anticipated that the project will be completed by the end of November 2019.

LW  
090119



**Notes of Keswick Ministries Town Liaison Forum  
Tuesday 11<sup>th</sup> December 2018**



**1. Welcome:**

Andy Murphie the new vicar at Crosthwaite, and Steve Wilde from Cumbria Police introduced themselves on attending for the first time.

**2. Review of actions:**

- Initiatives – as indicated below these will be continued and built on
- Parking – confirmed with Keswick Rugby Club that extra capacity available; KM will continue to promote use of Rugby Club, and parking responsibly.
- Complaints – although at a low level, this year's new robust process will again be deployed and built on.

**3. Convention 2019:**

Planning is well underway; week one continues to be in school term time; freeing up afternoons again; the main elements of the programme are in the mornings and evenings (with one evening concert 9.15pm to 10.15pm each week). Restaurants and food providers should be reminded that those attending the evening meetings need to eat earlier as the evening meeting starts at 7.30pm. KM shared ideas to encourage town engagement in the afternoons by seeking to organise events such as art gallery tours, tea shop visits, walks, outdoor activities, and perhaps a visit to the cinema. The view from town representatives was that it was generally preferable to promote the availability of such opportunities, probably via Enjoy Keswick. Keswick Museum and the Pencil Museum are other attractions worthy of profile; there is also a Town Trail – available from Tourist Information. Joe mentioned that the new Keswick video (c.90 seconds) will be available in the New Year. As part of the Week 3 Keswick Unconventional Programme, art masterclasses are planned, which would be open to the town.

James Robson (Ministry Director) gave a brief overview of the 2019 programme mentioning:  
 Week 1: Bible Reader is John Risbridger, Chair of Evangelical Alliance which has 3,500 member churches. Worship will be led by Colin Webster, part of the leadership team of a large church in Nottingham. John Wyatt, Professor of Ethics and Perinatology at University College London, will be one of the seminar speakers.

Week 2: Bible Reader is Vaughan Roberts, an international speaker based in Oxford. EMU (from Australia) will lead worship. Count Everyone In will return with their meetings for adults with learning difficulties.

Week 3: Bible Reader is US pastor Ray Ortlund; Olly Knight a professional photographer will lead worship; Evening speakers include Any Orr-Ewing from Oxford Centre for Christian Apologetics. Main meetings are live streamed globally.

More information on the programme will be shared at future meetings.

**4. Initiatives:** Work on the Friends of Keswick initiative and the Enjoy Keswick brochure and website will start earlier; businesses will be provided with a copy of the brochure. Literature can also be made available at Tourist Information.

It was agreed that more could be done to encourage local volunteers via the churches.

There would be a town stand in Base Camp again – a larger 3m x 2m space has been allocated. KM to suggest how stand is laid out, what literature is required, and peak times when it should be manned.

**Actions KM.**

**5. Complaints Procedure:** Building on the robust processes put in place this year, with real time logging and monitoring, and oversight by a senior member of the team, KM will also add a dedicated phone

number for 2019

- 6. Derwent Project:** LDNP are expected to make their planning decision in February. Work will then start on demolishing the old admin and packing buildings, and refurbishing the ground floor of the former Pencil Factory, in readiness for the main marquee to move from Skiddaw Street in 2020.
- 7. Teaching and Training Events:** A growing programme of mainly small scale, generally mid-week events throughout the year is bringing people to Keswick. Feedback indicates that we are building a reputation as a centre of excellence for such events.
- 8. 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.
- 9. Future TLF meetings -- Tuesdays at 2pm:**  
February 12<sup>th</sup>  
May 14<sup>th</sup>  
September 17<sup>th</sup>  
December 10<sup>th</sup>

**Lynda Walker**

---

**From:** Hutchinson, Sonia D <Sonia.Hutchinson@cumbria.gov.uk>  
**Sent:** 20 December 2018 16:29  
**To:** Cumbria Association, of Local Councils  
**Cc:** Cumbria Association, of Local Councils  
**Subject:** BUCKINGHAM PALACE GARDEN PARTIES 2019 - 21st May 2019 - Allocation 4 places  
**Attachments:** Cumbria Nominees for the Buckingham Palace Garden Party 2019.doc  
**Importance:** High

Dear Colleague

NALC has been requested by the Lord Chamberlain's office to inform member councils that Her Majesty will be hosting a Royal Garden Party at Buckingham Palace on **21 May 2017** and Cumbria County Association has been allocated **4** places.

If you would like to nominate someone to attend the Royal Garden Party can you please complete the attached form and email it to the CALC office by **21st January**. When completing the nomination form please take the following advice from the Lord Chamberlain's office into account: -

- Invitations are in recognition of **PAST** service as Chairmen of Parish Council and Town Mayors in England and it is therefore appropriate that outgoing members, rather than those newly elected, should be invited to attend.
- Guests should **NOT** have previously attended a Garden Party. This must be emphasised to potential guests.
- Please ensure that all names and addresses reflect each guests' form of identification that they will be asked to bring with them e.g. Passport, driving licence to allow them to gain access to the event. If in doubt, please check with the guests. *For example, ie if somebody is known as Mike but the name as it appears on their passport is Michael John, please ensure that this is written on the form.*
- Ensure all nominated guests are accompanied, with each guest ideally being accompanied by one guest only.
- All names submitted must number within your overall quota. *(Therefore a guest and companion are 2 guests).*
- Ensure that no one under the age of 18 years is nominated as a guest or to accompany a guest.
- Guests who require assistance **MUST** be accompanied and this must be made clear on the form. The entrance to and the grounds of the palace is accessible by wheelchair and disabled parking is close to the palace entrance. If disabled parking is required, this must be made clear.
- All nominated guests must be British or European Union citizens, although their guest(s) may be of other nationalities. However all guests, nominated or accompanying, must be resident in the United Kingdom.
- Please remind your guest(s), that in the event they are unable to attend a Garden Party for whatever reason they will not be invited again.
- Invitations will be issued approximately 6 weeks prior to the Garden Party.
- There will be no parking facilities available for guests with the exception of disability badge holders (blue badge holders) which should be noted on the form. The palace will contact that guest requesting details of the disability badge.
- This year, to comply with data protection legislation, each individual's consent is required to process their personal data for the purpose of nominating them to attend a Garden Party. Please obtain the following consent from each of your nominees.

*"I consent to my personal data being processed for the purpose of issuing invitations to this event and to cater for guests with special needs. I understand that my personal data will be processed by the county association, NALC and The Keeper of the Privy Purse on behalf of the Royal Household.*

Once all nominations have been received by CALC they will be placed in a hat and the guests to be invited to attend will be drawn at random.

Best regards

**Sonia**

Sonia Hutchinson  
Cumbria Association of Local Councils

**Our contact details:**

Sam - Monday to Wednesday, Sonia - Thursday & Friday

**Postal address:** Fire and Rescue Service Headquarters, Carleton Avenue, Penrith, Cumbria, CA10 2FA

**Email address:** [office@calc.org.uk](mailto:office@calc.org.uk)

**Telephone:** 01768 812663

**Web:** [www.calc.org.uk](http://www.calc.org.uk)



[Friend of Facebook](#)



[Follow on Twitter](#)

This e-mail contains confidential information (which may also be legally privileged) and is intended solely for the use of the intended named recipient. If you are not the intended recipient you may not disclose, copy, distribute or retain any part of this message or its attachments. If you have received this message in error please notify the originator immediately by using the reply facility in your e-mail software. Incoming and outgoing emails may be monitored in line with current legislation. All copies of the message received in error should be destroyed. Any views or opinions expressed are solely those of the original author. This email message has been scanned for viruses, and declared to be virus free at the point of exit from Cumbria County Council's network. <http://www.cumbria.gov.uk/>