


FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Council Offices
50 Main Street
Keswick
CA12 5JS

5th July 2018

A meeting of the following Charitable Trusts will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on Thursday 12th July 2018 at 7.30pm. The press and public are welcome to attend.



Lynda Walker
Town Clerk

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

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Declarations of Interests**
To receive any declarations of interests in respect of items on this agenda.
- 3. Minutes**
To authorise the Chairman to sign as a correct record the minutes of the Annual Meeting held on 24th May 2018 (pages 1 – 3).
- 4. Chairman's Report**
To receive the Chairman's report.
- 5. Trustee Reports and Accounts for the year ended 31st March 2018**
To formally approve the Trustee Reports and Accounts for the year ended 31st March 2018 for Hope Park, Fitz Park and the Townsfield). Frances Clark of Keswick Accountants will be in attendance for this item.
- 6. Proposed Memorial Coppice**
The Parks Manager to report on possible locations for a memorial coppice in Fitz Park.
- 7. Proposed Donation Box at Hope Park**
To receive further information and an update on progress.
- 8. Knight's Bridge Roundel**
To review the placement of the Lions roundel on Knight's Bridge.
- 9. Charges for parking at Crosthwaite Road Car Park**
At the request of Councillor Lywood, to consider reducing the cost of a yearly parking permit at Crosthwaite Road car park from £120 to £100.
- 10. Parks Manager's Report**
To receive the report of the Parks Manager.

11. Keswick Museum – Toilets Fitz Park

To consider a request from Keswick Museum for a financial contribution to support them in providing public toilet facilities in Fitz Park.

12. Requests for use of the Parks

To consider the following requests for the use of the parks -

- i) Outdoor fitness classes in Hope Park and Fitz Park
- ii) 10 Peaks The Lakes (Ourea Events) – Crosthwaite Road Car Park – Provisional booking for exclusive use of the car park all day Friday 21st June, all day Saturday 22nd June and Sunday 23rd June 2019 until 12:00 midday.
- iii) Lakesman – Hope Park - Hire of Park for the event on Sunday 16th June 2019
- iv) Lakesman – Crosthwaite Road Car Park - Booking for exclusive use of car park from 5pm Friday 14th June until 10am on Monday 17th June 2019

13. Correspondence

To consider the following correspondence:

- i) Email from member of the public – Grass cutting upper section of Lower Fitz
- ii) Emails from members of the public - Knight's Bridge roundel

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.'

14. Legal

To consider a request from Keswick Football Club.

To:
All Councillors/Trustees
Press

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the Annual Meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on Thursday 24th May 2018 at 7.30pm.

Present:

Chairman
Councillor Adam Paxon

Councillors

David Burn	Allan Daniels	Martin Jordan
Denstone Kemp	Susan Leighton	Tony Lywood
Duncan Miller	Martin Pugmire	Paul Titley

Also in attendance were Lynda Walker (Trust Clerk), Christine Fawcett (Parks Manager), Catherine Parker (Responsible Financial Officer) and one member of the Press.

1. Apologies

Apologies for absence were received from Councillors Kendall and Murray.

2. Election of Chairman

There being only one nomination it was **RESOLVED** that Councillor Paxon be elected as Chairman for the ensuing year.

3. Election of Vice Chairman

There being only one nomination it was **RESOLVED** that Councillor Miller be elected as Vice Chairman for the ensuing year.

4. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the Minutes of the meeting held on 8th March 2018 (pages 13 – 14).

5. Declarations of Interests

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

6. Chairman's Report

The Chairman thanked Councillors for his re-election as Chair and asked that Trust members notify him of any possible projects prior to arranging meetings to take these forward. He also referred to developing relationships between Keswick Football Club and the town which may have an impact on the lease currently in place.

7. Remains of Felled Conifer – Upper Fitz Park

Consideration was given to possible uses for the remaining trunk and spur of the recently felled conifer at Upper Fitz Park.

RESOLVED that suggestions be sought via the Keswick Reminder.

8. Communications

The Chairman referred to the negative comments which had been received following the felling of the conifer at Upper Fitz Park. He viewed the fact that the public were engaging with the maintenance of the park as positive and felt that more should be done to encourage this. **RESOLVED** that public engagement be considered when significant actions were to be carried out in the parks.

9. Drone Photography

The Chairman advised that a local resident had offered to take a number of aerial photographs of the parks using a drone free of charge. Concerns were expressed regarding necessary permits and insurance and it was suggested that views be sought at the next Fitz Park Stakeholder meeting.

RESOLVED that drone photography be agreed in principle (excluding the Children's Play Area) subject to necessary safeguards, and that any such requests be put in writing to the Clerk and considered on a case by case basis.

10. Crosthwaite Road Car Park

Consideration was given to the possible use of Crosthwaite Road car park for overnight parking in view of the problems caused by motorhome parking on the highway in certain areas of Keswick.

RESOLVED that no further action be taken in view of the likely expense involved and the fragile nature of the sub-base.

11. Proposed Remembrance Garden

Consideration was given to the report of Councillor Kendall proposing that a number of trees be planted in Lower Fitz park to commemorate the 100th anniversary of the end of World War 1 and the Keswick men who lost their lives in the conflict.

RESOLVED that the Parks Manager report to the next meeting on possible locations for a memorial coppice.

12. Provision of Dog Waste Bags

At the request of Councillor Daniels consideration was given to providing disposable dog waste bags at the parks.

RESOLVED that no further action be taken.

13. Promoting 'Plastic-free' Keswick

Consideration was given to adopting a policy on the use of plastics in the parks.

RESOLVED that the draft Code of Conduct approved by the Town Council's Events Committee be adopted and issued with booking forms for the hire of the parks.

14. Donation Box at Hope Park

Councillor Lywood gave an update on the proposal to provide a slate donation box at Hope Park.

RESOLVED that further discussions take place and a report be brought to a future meeting.

15. Proposed Path Crow Park/Hope Park

Councillor Titley reported following a meeting with the Lake District National Park Authority regarding a proposal to create a new Crow Park/Hope Park circular accessible path, to be funded from the United Utility Legacy Fund.

RESOLVED that the project be welcomed and further discussions take place with the National Trust and the National Park Authority to include the Parks Manager.

16. Fitz Park Banner and Signage

RECEIVED an update from Keith Richardson on the provision of park signage and a banner at Fitz Park.

17. Parks Manager's Report

RECEIVED the report of the Parks Manager.

18. Clerk's Report

Consideration was given to the report of the Clerk.

RESOLVED that R J Parkins be asked to carry out a valuation of Wivell Bridge and Knight's Bridge as proposed.

19. Budget Comparisons

RECEIVED budget comparisons for the fourth quarter.

20. Assets Register

RESOLVED that the updated Assets Registers for Hope and Fitz Parks be approved and adopted.

21. Requests for use of the Parks

Consideration was given to the following requests for the use of the parks:

- i) Fitz Park Multi Use Games Area - Keswick Lions - Walking Football/Netball events as part of Diabetes Awareness Week
Monday 2nd July 2018 (6pm-8pm) and Thursday 5th July 2018 (10am-12noon)
Agreed.
- ii) Lower Fitz Park – Amys Care – use of trishaw (3 wheeled bicycle)
No fixed time
Agreed subject to review after one year.
- iii) Fitz Park - KMF Kids Triathlon 7th June 2018
Approved.
- iv) Fitz Park – Lake District Foundation – Duck race 21st June 2018
Approved.

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

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

22. Contracting - Hope Park

RECEIVED the report of Clerk.

23. Staffing

Consideration was given to the report of the Parks Manager.

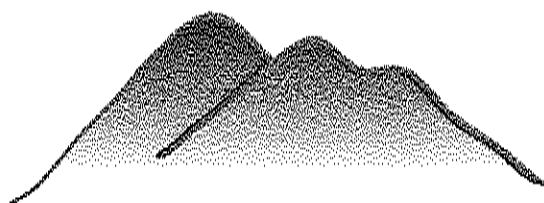
RESOLVED that the proposals contained in the report be approved.

The meeting closed at 9.35 pm

Chairman

Date

Hope Park Charitable Trust
Report of the Directors and Trustees
and Financial Statements for the year ended
31 March 2018



K e s w i c k
A C C O U N T A N T S

Hope Park Charitable Trust

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for the year ended
31 March 2018**

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Hope Park Charitable Trust

**Charity Information
for the year ended
31 March 2018**

**DIRECTORS
AND
TRUSTEES:**

Cllr D S Burn
Cllr A Daniels
Cllr R M Jordan
Cllr D Kemp
Cllr G P Kendall
Cllr S E Leighton
Cllr A Lywood
Cllr D Miller
Cllr J Murray
Cllr A G Paxon
Cllr M Pugmire
Cllr P C Titley

CHIEF EXECUTIVE OFFICER:

Mrs L Walker

BUSINESS ADDRESS

50 Main Street
Keswick
Cumbria
CA12 5JS

CHARITY NUMBER:

503465

**ACCOUNTANT AND
INDEPENDENT EXAMINER**

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria
CA12 4EJ

Hope Park Charitable Trust

Report of the Trustees for the year ended 31 March 2018

The Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2018.

The accounts have been prepared in accordance with the Charities Act 2011, and the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Governing Document

The Hope Park Trust is a charitable Trust governed by a trust Deed dated 10 June 1974.

Objectives

The provision and maintenance of a public park and recreation ground for use of the inhabitants of, and visitors to, the town of Keswick without the distinction of political, religious or other opinions, with the object of improving the conditions of life for the said inhabitants.

Trustees

The Trustees who acted during the period were as follows:

Cllr D S Burn
Cllr A Daniels
Cllr R M Jordan
Cllr D Kemp
Cllr G P Kendall
Cllr S E Leighton
Cllr A Lysser - resigned 21 September 2017
Cllr A Lywood
Cllr D Miller
Cllr J Murray - elected 21 December 2017
Cllr A G Paxon
Cllr P S Price
Cllr M Pugmire
Cllr P C Tittley

Management Structure

In 1974 Keswick Town Council was conveyed the Park on trust for the people of Keswick. It is therefore a given that once democratically elected as a Town Councillor, the duty of Trustee forms part of that role. The recruitment process is therefore according to the Local Government Act 1972; Representation of the People Act 1983 as amended by the Representation of the People Act 1985, and Local Elections (Parishes and Communities) Rules 1986, amended 1999.

Hope Park Charitable Trust

Report of the Trustees, contd. for the year ended 31 March 2018

Review of the Development, Activities and Achievements of the Charity

During the year the Trust carried on with its objectives of running and maintaining the park for the benefit of the people of Keswick. The running of the games and refreshment facilities were provided by a third party contractor.

Finances

During the year the Trust had net incoming resources of £15,522. When added to brought forward reserves of £596,218, the closing reserves were £611,740. Of this, £504,810 are fixed assets, including the value of the cafe and new staff accommodation and equipment store built during the year at a cost of £121,193. The year end revenue fund balance is £106,930, of which £37,911 are designated funds.

Reserves Policy

The Trust has £69,019 of unrestricted revenue reserves. Ideally the level of reserves would represent 6 months of the previous years running costs which is in the region of £75,000.

Investment Policy

The building fund and development and equipment fund earn interest during the year.

Risk Assessment

An annual risk assessment is carried out identifying insurance and other risks, current arrangements for managing these and any other action required. Insurances are put in place where possible to mitigate any financial losses.

ON BEHALF OF THE TRUSTEES

Hope Park Charitable Trust

Independent Examiners Report for the year ended 31 March 2018

I report on the accounts for the Trust for the year ended 31 March 2018 which are set out on pages 5 - 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year, under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examiners report is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiners' statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements to:

- keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria CA12 4EJ

Hope Park Charitable Trust

Statement of Financial Activities
for the year ended
31 March 2018

	Notes	31 March 2018			31 March 2017
		Designate	Unrestricted	Total	Total
		£	£	£	£
INCOME					
Donations and legacies					
Donations and gifts	3	-	299	299	463
Legacies receivable	4	1,654	-	1,654	7,755
Income from charitable activities					
Primary Purpose Trading	5	-	-	-	5
Other Trading Activities					
	6	-	162,834	162,834	162,671
Income from investments					
	7	127	-	127	104
Total income		1,781	163,133	164,914	170,998
EXPENDITURE					
Expenditure on charitable activities	8	244	149,148	149,392	143,017
Total expenditure		244	149,148	149,392	143,017
Net incoming / (outgoing) resources		1,537	13,985	15,522	27,981
Total funds brought forward		169,529	426,689	596,218	568,237
Transfers between funds		(133,155)	133,155	-	-
Total funds carried forward		37,911	573,829	611,740	596,218
Funds carried forward as follows:-					
Revenue Funds		37,911	69,019	106,930	240,975
Fixed Asset Funds		-	504,810	504,810	355,243
		37,911	573,829	611,740	596,218

The notes form part of these financial statements

Hope Park Charitable Trust

**Balance Sheet
as at
31 March 2018**

	Notes	31 March 2018		31 March 2017	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	12		504,810		355,243
			504,810		355,243
Current Assets					
Debtors	13		-		458
Cash at bank and in hand			167,355		261,691
			167,355		262,149
Creditors: amounts falling due within one year					
Creditors and accruals	14		60,425		21,174
			106,930		240,975
Net Current Assets			106,930		240,975
Total Assets less Current Liabilities			611,740		596,218
NET ASSETS			611,740		596,218
Funds					
Designated funds	15		37,911		169,529
Unrestricted funds			573,829		426,689
			611,740		596,218
	16		611,740		596,218

As Approved on: _____

By:

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2018

1 Accounting Policies

General

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note (s).

Tangible Fixed Assets and Depreciation

All tangible fixed assets are stated at cost less depreciation. Freehold land and buildings are maintained in a good state of repair and in the opinion of the Trustees the realisable value of the land and buildings is not less than the book value. Consequently no depreciation has been provided on freehold land and buildings.

All other assets are depreciated at the following rates:-

Vehicles, plant and machinery - 20% reducing balance

Income

Income is accounted for on a receivable basis. Where income is received for a specific purpose, as defined by the donor, this income is classed as restricted. Income received towards the general objects of the charity is classed as unrestricted.

Expenditure

Expenditure is accounted for on an accruals basis. Where it relates to a specific project it is allocated to that project as restricted expenditure. Expenditure that relates to the objects of the charity is classified as charitable activities. Any legal or professional costs are classified as governance costs. The costs of generating funds are separately identified.

Funds

General funds are those where no restrictions have been placed upon the specific spending of the funds by the donor. Designated funds are those funds where the directors have chosen to earmark general funds for a specific purpose. Restricted funds are those funds where the donation is received for a specific purpose as set out by the donor.

2 Payment to Accountants

The payment to the accounts included in the expenditure is split as follows:

	2017	2016
	£	£
Payment for preparation of accounts	500	500
Payment for Independent Examination	250	250
	<u>750</u>	<u>750</u>

Hope Park Charitable Trust

Notes to the Financial Statements
for the year ended
31 March 2018

	31 March 2018			31 March 2017
	Designated £	Unrestricted £	Total £	£
3 Donations and gifts				
Donations	-	299	299	463
	-	299	299	463
4 Legacies receivable				
Memorial Seats	1,654	-	1,654	7,755
	1,654	-	1,654	7,755
5 Primary Purpose Trading				
Primary purpose trading income	-	-	-	-
Other reimbursements and ancillary trading	-	-	-	5
	-	-	-	5
6 Other trading activities				
License fee and rent	-	162,000	162,000	140,383
Squirrel / bird feeding station income	-	284	284	358
Sale of assets / scrap	-	-	-	625
Hire of park	-	550	550	400
Insurance claim settlement	-	-	-	20,905
	-	162,834	162,834	162,671
7 Investment Income				
Bank interest received	127	-	127	104
	127	-	127	104
8 Charitable activities				
Staff costs and uniforms	-	78,815	78,815	72,327
KTC recharge of admin costs (see note 9)	-	23,082	23,082	22,803
Health and safety costs	-	628	628	252
Printing and Stationery	-	-	-	84
Telephone	-	395	395	262
Web, internet and computer	-	200	200	134
Golf equipment and tools	-	716	716	750
Motor vehicle expenses	-	2,907	2,907	2,889
Contingency	-	1,500	1,500	966
Water rates and trade refuse	-	918	918	812
Insurance	-	3,186	3,186	3,576
Repairs and maintenance	-	6,676	6,676	8,244
General reserves expenditure	-	2,000	2,000	178
Light and heat	-	999	999	634
Plant production, trees and bird feed	-	5,983	5,983	5,598
Memorial seats and plaques	243	-	243	153
Materials	-	1,500	1,500	1,360
Equipment costs	-	389	389	-
Insurance claim expenditure	1	2,498	2,499	560
Signs expense	-	500	500	-
Development costs	-	500	500	9,033
<i>Depreciation</i>				
Plant and machinery	-	4,833	4,833	3,987
Fixtures and Fittings	-	1,140	1,140	1,222
Motor Vehicles	-	7,383	7,383	1,002
Office Equipment	-	200	200	250
Loss / (Profit) on disposal of fixed assets	-	(2,050)	(2,050)	4,971
Trustees indemnity insurance	-	-	-	-
Legal Fees	-	3,000	3,000	-
Professional fees	-	500	500	200
	244	149,148	149,392	143,017

Hope Park Charitable Trust

Notes to the Financial Statements
for the year ended
31 March 2018

9 Breakdown of Keswick Town Council Recharges

	31 March 2018	31 March 2017
	£	£
Salaries, National insurance and Pension	18,007	18,543
Pension to Former Employee	263	260
Staff Expenses	60	42
Payroll Outsource Costs	62	61
Rent	1,415	1,404
Rates	798	196
Building Service Costs	920	898
Insurance	118	102
Repairs	120	6
Subscriptions	136	138
Stationery and Printing	257	196
Postage	59	72
Photocopier Lease and Charges	203	198
Computer Maintenance	195	125
Website and Internet Costs	85	271
Telephone	125	99
Health and Safety	10	19
Office Equipment and Fittings	66	97
Quality Parish Renewal	-	10
Council Chamber Expenditure	33	21
Conferences / Training	150	45
	<u>23,082</u>	<u>22,803</u>

10 Employee Remuneration

Staff costs and uniforms

	31 March 2018	31 March 2017
Gross salaries	76,695	68,795
Training and workwear	1,566	2,027
	<u>78,815</u>	<u>72,327</u>

No employee earned £60,000 or more.

The average number of staff employed by the trust during the year was as follows:

	31 March 2018	31 March 2017
	No.	No.
Staff numbers		
Gardeners and groundsmen	2.70	2.70
Administration	0.40	0.40
	<u>3.10</u>	<u>3.10</u>

11 Trustee Remuneration and Expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

Hope Park Charitable Trust

Notes to the Financial Statements
for the year ended
31 March 2018

12 Tangible Fixed Assets

	Land and Buildings £	Plant and Machinery £	Fixtures and Fittings £	Motor Vehicles £	Total £
COST					
At 1 April 2017	329,396	37,539	20,635	12,886	400,456
Additions	121,193	8,833	810	36,890	167,726
Disposals	-	(5,750)	-	(12,151)	(17,901)
At 31 March 2018	450,589	40,622	21,445	37,625	550,281
DEPRECIATION					
At 1 April 2017	-	20,591	15,742	8,880	45,213
Charge for year	-	5,033	1,143	7,383	13,559
Eliminated on disposals	-	(5,132)	-	(8,169)	(13,301)
At 31 March 2018	-	20,492	16,885	8,094	45,471
NET BOOK VALUE					
At 31 March 2018	450,589	20,130	4,560	29,531	504,810
At 31 March 2017	329,396	16,948	4,893	4,006	355,243

13 Debtors	31 March 2018 £	31 March 2017 £
Trade debtors	-	240
Prepayments	-	218
VAT recoverable	-	-
	<u>-</u>	<u>458</u>

14 Creditors: amounts falling due within one year	31 March 2018 £	31 March 2017 £
Trade creditors	1,335	2,552
HP Liability	32,436	-
Accruals	3,725	1,315
Owed to KTC	22,929	17,307
	<u>60,425</u>	<u>21,174</u>

Hope Park Charitable Trust

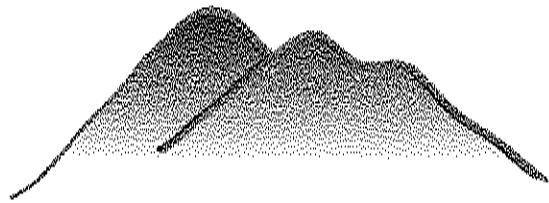
Notes to the Financial Statements
for the year ended
31 March 2018

15 Funds	At 1 April 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2018 £
Designated Funds					
Building Fund	101,149	19	-	(101,149)	19
Equipment and Development Fund	54,827	108	-	(28,857)	26,078
Insurance Settlement	10,080	-	(1)	(2,339)	7,740
Memorial Seats and Trees	3,473	1,654	(243)	(810)	4,074
	<u>169,529</u>	<u>1,781</u>	<u>(244)</u>	<u>(133,155)</u>	<u>37,911</u>

Note: the transfers from Insurance Settlement and Memorial Seats and Trees to the general reserves are to cover the cost of fixed asset purchases to be met by those funds, that have been added to the general reserves.

16 Net Assets by fund	Designated £	Unrestricted £	Total £
Tangible fixed assets	-	504,810	504,810
Current assets	37,911	129,444	167,355
Creditors: amounts falling due	-	(60,425)	(60,425)
Total net assets	<u>37,911</u>	<u>573,829</u>	<u>611,740</u>

Fitz Park Charitable Trust
Report of the Directors and Trustees
and Financial Statements for the year ended
31 March 2018



K e s w i c k
A C C O U N T A N T S

Fitz Park Charitable Trust

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for the year ended
31 March 2018**

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Fitz Park Charitable Trust

**Charity Information
for the year ended
31 March 2018**

**DIRECTORS
AND
TRUSTEES:**

Cllr D S Burn
Cllr A Daniels
Cllr R M Jordan
Cllr D Kemp
Cllr G P Kendall
Cllr S E Leighton
Cllr A Lywood
Cllr D Miller
Cllr J Murray
Cllr A G Paxon
Cllr M Pugmire
Cllr P C Titley

CHIEF EXECUTIVE OFFICER:

Mrs L Walker

BUSINESS ADDRESS

50 Main Street
Keswick
Cumbria
CA12 5JS

CHARITY NUMBER:

520327

**ACCOUNTANT AND
INDEPENDENT EXAMINER**

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria
CA12 4EJ

Fitz Park Charitable Trust

Report of the Trustees for the year ended 31 March 2018

The Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2018.

The accounts have been prepared in accordance with the Charities Act 2011, and the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Governing Document

The Fitz Park Trust is a Charitable Trust governed by a Trust Deed. The Trust was established in 1882 covering 28 acres of parkland in central Keswick adjoining the river Greta. A new scheme was drawn up in 1995 and the management of the Park is now the responsibility of Keswick Town Council as sole Trustee.

Objectives

The provision and maintenance of a public park and recreation ground for use of the inhabitants of, and visitors to, the town of Keswick without the distinction of political, religious or other opinions, with the object of improving the conditions of life for the said inhabitants.

Trustees

The Trustees who acted during the period were as follows:

Cllr D S Burn
Cll A Daniels
Cllr R M Jordan
Cllr D Kemp
Cllr G P Kendall
Cllr S E Leighton
Cllr A Lysser - resigned 21 September 2017
Cllr A Lywood
Cllr D Miller
Cllr J Murray - appointed 21 December 2017
Cllr A G Paxon
Cllr M Pugmire
Cllr P C Titley

Management Structure

In 1995 Keswick Town Council was conveyed the Park on trust for the people of Keswick. It is therefore a given that once democratically elected as a Town Councillor, the duty of Trustee forms part of that role. The recruitment process is therefore according to the Local Government Act 1972; Representation of the People Act 1983 as amended by the Representation of the People Act 1985, and Local Elections (Parishes and Communities) Rules 1986, amended 1999.

Fitz Park Charitable Trust

**Report of the Trustees, contd.
for the year ended
31 March 2018**

Review of the Development, Activities and Achievements of the Charity

During the year the Trust carried on with its objectives of running and maintaining the park for the benefit of the people of Keswick.

Finances

During the year the Trust had net outgoing resources of £172,765. When added to brought forward reserves of £717,852, the closing reserves were £545,087. Of this, £457,511 are fixed assets and £87,576 revenue funds. Of the Revenue funds £37,367 relate to restricted funds or projects, £42,781 is the Sinking Fund which has been set aside as a designated fund, and £7,428 are unrestricted revenue reserves.

Reserves Policy

The Trust has unrestricted revenue reserves of £7,428. Ideally the level of reserves would represent 6 months of the previous year's running costs which is in the region of £75,000. The total of unrestricted reserves and the sinking fund is £50,209.

Investment Policy

The sinking fund account earns interest during the year.

Risk Assessment

An annual risk assessment is carried out identifying insurance and other risks, current arrangements for managing these and any other action required. Insurances are put in place where possible to mitigate any financial losses.

ON BEHALF OF THE TRUSTEES

Fitz Park Charitable Trust

Independent Examiners Report for the year ended 31 March 2018

I report on the accounts for the Trust for the year ended 31 March 2017 which are set out on pages 5 - 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year, under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examiners report is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiners' statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements to:
- keep accounting records in accordance with s130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria CA12 4EJ

Fitz Park Charitable Trust

**Statement of Financial Activities
for the year ended
31 March 2018**

	Notes	31 March 2018			Total £	31 March 2017
		Restricted £	Unrestricted £	Designated Funds £		Total £
INCOME						
Donations and legacies						
Donations and gifts	3	20,202	937	-	21,139	276
Legacies receivable	4	4,224	-	-	4,224	2,306
Grants receivable	5	31,150	105,848	-	136,998	536,901
Income from charitable activities						
Other Trading Activities	6	-	33,595	-	33,595	21,338
Income from investments		-	103	32	135	139
Total income		55,576	140,483	32	196,091	560,960
EXPENDITURE						
Expenditure on charitable activities	7	213,689	136,223	18,944	368,856	398,824
Total expenditure		213,689	136,223	18,944	368,856	398,824
Net incoming / (outgoing) resources		(158,113)	4,260	(18,912)	(172,765)	162,136
Total funds brought forward		175,607	473,956	68,289	717,852	555,716
Transfers between funds		19,873	(13,277)	(6,596)	-	-
Total funds carried forward	15	37,367	464,939	42,781	545,087	717,852
Funds carried forward as follows:-						
Revenue Funds		37,367	7,428	42,781	87,576	254,801
Fixed Asset Funds		-	457,511	-	457,511	463,051
		37,367	464,939	42,781	545,087	717,852

The notes form part of these financial statements

Fitz Park Charitable Trust

**Balance Sheet
as at
31 March 2018**

	Notes	31 March 2018		31 March 2017	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	11		457,511		463,051
			<hr/>		<hr/>
			457,511		463,051
Current Assets					
Debtors	12	25,704		3,359	
Cash at bank and in hand		76,562		260,174	
		<hr/>		<hr/>	
		102,266		263,533	
Creditors: amounts falling due within one year					
Creditors and accruals	13	14,690		8,732	
		<hr/>		<hr/>	
Net Current Assets			87,576		254,801
			<hr/>		<hr/>
NET ASSETS			545,087		717,852
			<hr/> <hr/>		<hr/> <hr/>
Funds					
Restricted funds	14		37,367		175,607
Unrestricted funds			464,939		473,956
Designated funds			42,781		68,289
			<hr/>		<hr/>
	15		545,087		717,852
			<hr/> <hr/>		<hr/> <hr/>

As Approved on: _____

By:

Fitz Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2018

1 Accounting Policies

General

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note (s).

Tangible Fixed Assets and Depreciation

All tangible fixed assets are stated at cost less depreciation. Freehold land and buildings are maintained in a good state of repair and in the opinion of the Trustees the realisable value of the land and buildings is not less than the book value. Consequently no depreciation has been provided on freehold land and buildings. All other assets are depreciated at the following rates:-

Vehicles, plant and machinery - 20% reducing balance

The Community Sports Area was agreed to be part of freehold land and buildings and therefore depreciation provided in the previous year was written back.

Income

Income is accounted for on a receivable basis. Where income is received for a specific purpose, as defined by the donor, this income is classed as restricted. Income received towards the general objects of the charity is classed as unrestricted.

Expenditure

Expenditure is accounted for on an accruals basis. Where it relates to a specific project it is allocated to that project as restricted expenditure. Expenditure that relates to the objects of the charity is classified as charitable activities. Any legal or professional costs are classified as governance costs. The costs of generating funds are separately identified.

Funds

General funds are those where no restrictions have been placed upon the specific spending of the

2 Payment to Accountants

The payment to the accounts included in the expenditure is split as follows:

	2018	2017
	£	£
Payment for preparation of accounts	500	500
Payment for Independent Examination	250	250
	<u>750</u>	<u>750</u>

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2018**

	31 March 2018				31 March 2017
	Restricted £	Unrestricted £	Designated £	Total £	
3 Donations and gifts					
Play Area Appeal Donations	-	641	-	641	99
Sundry Donations	-	285	-	285	105
Flood Recovery Donations	202	-	-	202	-
Keswick Lions Flood Recovery Donation	20,000	-	-	20,000	-
Gift Aid	-	11	-	11	72
	<u>20,202</u>	<u>937</u>	<u>-</u>	<u>21,139</u>	<u>276</u>
4 Legacies receivable					
Memorial Trees & Benches	4,224	-	-	4,224	2,306
	<u>4,224</u>	<u>-</u>	<u>-</u>	<u>4,224</u>	<u>2,306</u>
5 Grants receivable					
Keswick Town Council	-	105,848	-	105,848	88,994
Keswick Town Council Additional Funds	5,000	-	-	5,000	-
CCC Play Area Fund	1,000	-	-	1,000	-
CCF Resilience Fund	25,000	-	-	25,000	-
Insurance Proceeds	-	-	-	-	292,514
Flood Recovery Fund	-	-	-	-	120,943
Holroyd Foundation	150	-	-	150	34,450
Rotary Club - Flood Restoration	-	-	-	-	-
	<u>31,150</u>	<u>105,848</u>	<u>-</u>	<u>136,998</u>	<u>536,901</u>
6 Other trading activities					
Temporary letting & licensing	-	-	-	-	-
Allerdale Borough Council Licence Fee	-	-	-	-	-
CSA Income	-	-	-	-	258
Car Park Income	-	21,946	-	21,946	12,275
Football Club Car Park Contribution	-	7,583	-	7,583	2,785
Football Club Rent	-	1,000	-	1,000	1,000
Insurance Reimbursements	-	-	-	-	1,189
Interim Lease Clubhouse and Courts	-	1,250	-	1,250	-
Wayleave	-	33	-	33	33
Invoice Recharges / Refunds	-	-	-	-	-
Hire of Fitz Park	-	1,783	-	1,783	3,798
	<u>-</u>	<u>33,595</u>	<u>-</u>	<u>33,595</u>	<u>21,338</u>

Fitz Park Charitable Trust

Notes to the Financial Statements
for the year ended
31 March 2018

	31 March 2018			Total £	31 March 2017 £
	Restricted £	Unrestricted £	Designated £		
7 Charitable activities					
Cost of goods sold	-	-	-	-	-
Staff costs and uniforms	-	53,266	-	53,266	51,152
KTC recharge of admin costs Note 8	-	23,082	-	23,082	22,803
Health and safety costs	-	300	-	300	201
Printing and Stationery	-	-	-	-	61
Advertising and PR	-	554	-	554	-
Subscriptions	-	-	-	-	-
Contingency	-	4,000	-	4,000	2,648
Water rates, trade refuse and electricity	-	1,692	-	1,692	1,738
Insurance	-	4,955	-	4,955	5,328
Repairs and renewals	-	14,101	-	14,101	11,561
Flood damage repairs	201,144	-	-	201,144	85,086
Plants, trees and fertilizer	-	2,064	-	2,064	994
Insurance claim expenditure	-	-	-	-	109,783
Hygiene contract	-	75	-	75	-
Grass Cutting and Tree Work	-	11,500	-	11,500	6,634
Sensory garden expenditure	848	-	-	848	64,522
CSA Expenditure	-	1,138	-	1,138	1,114
Memorial seats and plaques	119	-	-	119	235
Materials and tools	-	2,064	-	2,064	1,349
Games equipment	-	170	-	170	293
Car park expenses	-	7,422	-	7,422	6,938
Sinking fund expenditure	-	-	18,944	18,944	13,617
Signage Expenditure - Mkt Town	192	-	-	192	-
Resilience Expenditure	11,386	-	-	11,386	-
BMX track expenses	-	951	-	951	2,566
Interest and charges	-	335	-	335	263
Depreciation					
Play Area and Equipment	-	5,224	-	5,224	6,529
Trust Plant and Machinery	-	2,580	-	2,580	2,659
Independent Examiners Fee	-	750	-	750	750
	<u>213,689</u>	<u>136,223</u>	<u>18,944</u>	<u>368,856</u>	<u>398,824</u>

8 Breakdown of Keswick Town Council Recharges

	31 March 2018		31 March 2017
	£		£
Salaries, National insurance and Pension	18,007		18,543
Pension to Former Employee	263		260
Staff Expenses	60		42
Payroll Outsource Costs	62		61
Rent	1,415		1,404
Rates	798		196
Building Service Costs	920		898
Insurance	118		102
Repairs - Decorating	120		6
Subscriptions	136		138
Stationery and Printing	257		196
Postage	59		72
Photocopier Lease and Charges	203		198
Computer Maintenance	195		125
Website and Internet Costs	85		271
Telephone	125		99
Health and Safety	10		19
Office Equipment and Fittings	66		97
Elections	-		-
Quality Parish Renewal	-		10
Council Chamber Expenditure	33		21
Conferences / Training	150		45
	<u>23,082</u>		<u>22,803</u>

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2018**

9 Employee Remuneration	31 March 2018	31 March 2017
Staff costs and uniforms		
Gross salaries	52,268	50,404
Other staff costs and expenses	998	748
	<u>53,266</u>	<u>51,152</u>
No employee earned £60,000 or more.		
	No.	No.
Staff numbers		
Gardeners and groundsmen	2.20	2.20
Administration	<u>0.40</u>	<u>0.40</u>
	<u>2.60</u>	<u>2.60</u>

10 Trustee Remuneration and Expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2018**

11 Tangible Fixed Assets

	Land and Buildings £	Play Park and Equipment £	Community Sports Area £	Trust Plant and Machinery £	Car Park £	Total £
COST						
At 1 April 2017	190,285	155,459	136,213	44,082	99,797	625,836
Additions	-	-	-	2,264	-	2,264
Disposals	-	-	-	-	-	-
At 31 March 2018	<u>190,285</u>	<u>155,459</u>	<u>136,213</u>	<u>46,346</u>	<u>99,797</u>	<u>628,100</u>
DEPRECIATION						
At 1 April 2017	-	129,341	-	33,444	-	162,785
Charge for year	-	5,224	-	2,580	-	7,804
At 31 March 2018	-	<u>134,565</u>	-	<u>36,024</u>	-	<u>170,589</u>
NET BOOK VALUE						
At 31 March 2018	<u>190,285</u>	<u>20,894</u>	<u>136,213</u>	<u>10,322</u>	<u>99,797</u>	<u>457,511</u>
At 31 March 2017	<u>190,285</u>	<u>26,118</u>	<u>136,213</u>	<u>10,638</u>	<u>99,797</u>	<u>463,051</u>

12 Debtors

	31 March 2018 £	31 March 2017 £
Trade debtors	188	2,110
Owed by KTC	25,478	1,063
Prepayments	-	182
VAT recoverable	38	4
	<u>25,704</u>	<u>3,359</u>

13 Creditors: amounts falling due within one year

	31 March 2018 £	31 March 2017 £
Trade creditors	11,369	6,744
Other creditors	-	-
Accruals	3,321	1,988
	<u>14,690</u>	<u>8,732</u>

Fitz Park Charitable Trust

Notes to the Financial Statements
for the year ended
31 March 2018

14 Funds	At 1 April 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2018 £
Projects & Restricted funds					
Memorial Seats and Trees	1,212	4,224	(119)	(2,060)	3,257
Tree Fund	157	-	-	-	157
BMX Track	1,435	-	-	-	1,435
Sensory Garden	4,388	150	(848)	-	3,690
Flood Recovery	13,049	202	(3,845)	-	9,406
Insurance Settlements	155,366	20,000	(197,299)	21,933	-
Resilience Fund	-	25,000	(11,386)	-	13,614
Signage	-	5,000	(192)	-	4,808
CC Play Area Fund	-	1,000	-	-	1,000
	<u>175,607</u>	<u>55,576</u>	<u>(213,689)</u>	<u>19,873</u>	<u>37,367</u>
DESIGNATED Sinking Fund	68,289	32	(18,944)	(6,596)	42,781
	<u>68,289</u>	<u>32</u>	<u>(18,944)</u>	<u>(6,596)</u>	<u>42,781</u>

Note: the transfers from Memorial Seats and Trees to the general reserves are to cover the cost of fixed asset purchases to be met by those funds, that have been added to the general reserves.

15 Net Assets by fund	Restricted £	Unrestricted £	Designated £	Total £
Tangible fixed assets	-	457,511	-	457,511
Investments	-	-	-	-
Current assets	37,367	22,118	42,781	102,266
Creditors: amounts falling due within one year	-	(14,690)	-	(14,690)
Total net assets	<u>37,367</u>	<u>464,939</u>	<u>42,781</u>	<u>545,087</u>

THE TOWNSFIELD CHARITABLE TRUST

REGISTERED CHARITY NO 520295
SCHEME DATED 28TH JULY 1922

REPORT AND ACCOUNTS YEAR ENDED 31ST MARCH 2018

Catherine Parker
Responsible Finance Officer
Council Offices
50 Main Street
Keswick
CA12 5JS

THE TOWNSFIELD CHARITABLE TRUST
Registered Charity No 520295
Scheme Date 28th July 1922

Annual Report and Accounts Contents:

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Trustees' Report	1-2
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Trust Details:

The Townsfield Charitable Trust is situated in Keswick, Cumbria.
Correspondence via the Town Clerk, Council Offices,
50 Main Street, Keswick, Cumbria, CA12 5JS.
Telephone: 017687 73607
Email: lynda@keswicktowncouncil.gov.uk

THE TOWNSFIELD CHARITABLE TRUST

The report of the Trustee for the year ended 31 March 2018.

The Trustee presents its annual report and accounts for the year ended 31 March 2018.

Name, registered office and constitution of the charity

Name of the Charity: The Townsfield Charitable Trust

Registration No. 520295

Address of principal office: 50 Main Street, Keswick, Cumbria CA12 5JS

Names of Trustees on date report approved:

Keswick Town Council

Councillors:

David Burn

Allan Daniels

Martin Jordan

Denstone Kemp

Graham Kendall

Susan Leighton

Tony Lywood

Duncan Miller

Jean Murray

Adam Paxon

Martin Pugmire

Paul Titley

Nature of governing document and how charity constituted

The Townsfield is held on trust by the Trustee of Fitz Park.

Methods adopted for recruitment and appointment of new Trustees

In 1974 Keswick Town Council was conveyed the Parks on trust for the people of Keswick. It is therefore a given that once democratically elected as a Town Councillor, the duty of trustee of the Parks forms part of that role. The recruitment process is, therefore, according to the Local Government Act 1972; Representation of the People Act 1983 as amended by the Representation of the People Act 1985, and the Local Elections (Parishes and Communities) Rules 1986, amended 1999.

The Trust has adopted a training strategy which includes a statement of commitment to training of all current and future Trust members and staff and takes the form of a planned process of identifying training needs, planning and organising appropriate forms of training.

Objects of Charity as set out in Governing Document

To provide and maintain Townsfield for the public as a recreation ground for use of the inhabitants of, and visitors to, the town of Keswick.

Summary of main activities undertaken in relation to objects

The main activities carried out by the Trust during 2017/18 were grass cutting, hedge trimming and tree work which were undertaken to maintain the area for recreation and leisure use.

Public Benefit Statement

In establishing the public benefit of the Charity's activities, the Trustees have had regard to the public benefit guidance published by the Charity Commission.

During the year, the Trust provided a well-kept open space for informal recreation and leisure in close proximity to the town centre. Grass cutting and hedge trimming was necessary to maintain the area which was available for use by the inhabitants of, and visitors to, the town of Keswick and neighbourhood.

Achievements and Performance

The expenditure of £800 incurred throughout the year was spent on grass cutting, tree work and wages and has been met by means of a grant from Keswick Town Council. In addition to this the wall on Forge Lane had to be repaired due to damage caused by a vehicle, this amounted to a cost of £1930. No additional income was received during the year.

The traditional Ram Fayre took place in May.

A section of the river bank was washed away on the perimeter of Townsfield during Storm Desmond, December 2015. Funding provision, work required and permission for this work is still to be agreed therefore this will be accounted for in a future financial year. However removal of unsafe trees on the river bank has been completed. Some of these trees will rejuvenate due to their nature to respond to coppicing and their root system will help bind and keep the river bank in place.

Financial Review

The Trust has no free reserves.

A surplus of £18 was made.

This report was approved by the board of the Trust on 12th July 2018.

Councillor Adam Paxon
Trust Chairman

KESWICK TOWN COUNCIL
THE TOWNFIELD - REGISTERED CHARITY NO 520295
Income and Expenditure Account
For the year ended 31st March 2018

2016/2017		2017/2018
£	REVENUE ACCOUNT INCOME	£
800	Grant from Keswick Town Council	800
18	Dividend Received	18
0	Wall Repair Income	1930
0	Bank Interest	0
818	TOTAL INCOME	2748
	EXPENDITURE	
800	Wages	800
250	Repairs to Wall	1930
1050	TOTAL EXPENDITURE	2730
-232	SURPLUS / DEFICIT	18

THE TOWNFIELD CHARITY - 520295
YEAR ENDED 31st MARCH 2018

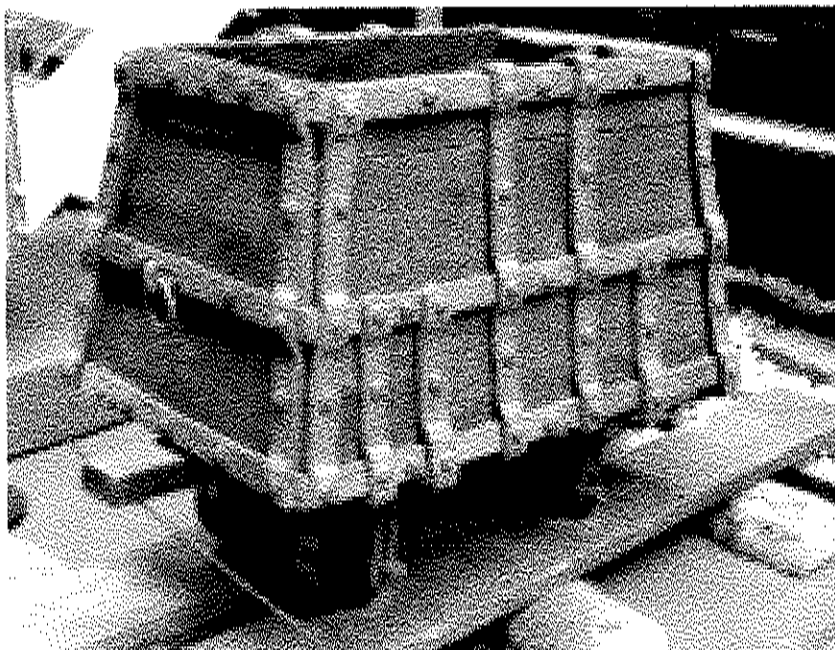
2016/2017	*INVESTMENT AT COST	2017/2018
£		£
20	Common Investment Fund (0004032627)	20
193	Common Investment Fund (0004032628)	193
213		213

* Bid Value at 31st March 2018 - £407.24

THE TOWNFIELD TRUST FUND YEAR ENDED 31st MARCH 2018

2016/2017		2017/2018
£		£
2726	Balance brought Forward	2744
0	Interest	0
18	Dividend	18
2744	Balance carried forward	2762
213	Investment at cost	213
2957	TOTAL FUND BALANCE	2975

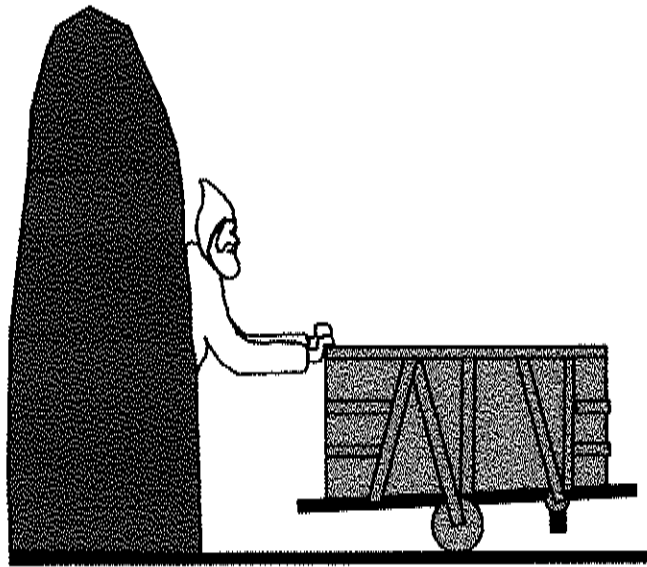
The proposal is to design and construct a sculpture made from Honister Green Slate which will be a replica of a Hund wagon, being pushed by a miner. An original version of the Hund is held in the National Railway Museum in York. The sculpture is intended to celebrate the the rich history of mining in Keswick. It will incorporate a collection box.



This is a picture of the Hund held by the National Railways Museum in York

The Hund wagon was introduced by German Miners who came to the Keswick area in the 16th Century. The Hund was pushed on wooden rails and used to transport iron ore from the mine to the surface. The Hund is hugely significant as it is the first known example of a wagon which ran on rails and this innovation in time would lead to the development of the railway.

The proposed sculpture will comprise a slate monolith representing the entrance to a mine, and miner emerging from the mine pushing a Hund. See sketch below.



Monolith Miner Hund Wagon

It is estimated that the sculpture could be completed within 4 months of final approval being granted.

The weather over the last two months has been warm, sunny and windy thus providing us with various issues to contend with.

Thanks must go to the parks staff for their hard work and commitment and also to the two ladies within the office for their energy to carry out the tasks in hand despite being short staffed.

Hope Park

Bedding plants are all now in the ground or planted up in tubs and containers, the displays vary from begonias to antirrhinums with millet planted through as dot plants to give height and texture. The largest circular bed has been planted rather differently to celebrate Keswick Lions. This includes Dalila's, millet, cosmos, verbena, wild flower mix and a willow lion. Watering of all flower beds and tubs is being carried out within the park and is proving very time consuming.



The pitch and putt has been fertilized with liquid fertilizer as it is too dry to apply granular fertilizer and we are constantly watering the green to keep them alive. Consideration will have to be given to water nominal code budget for both parks due to the prolonged dry spell and the fact we are on a water meter in both parks.

Townfield

Grass is now been cut twice per month and the removal of the unsafe trees on the river bank has been completed.



Some of these trees will rejuvenate due to their nature to response to coppicing and their root system will help to bind and keep the river bank in place. However it does not help when some people continue to mine holes in the banking.

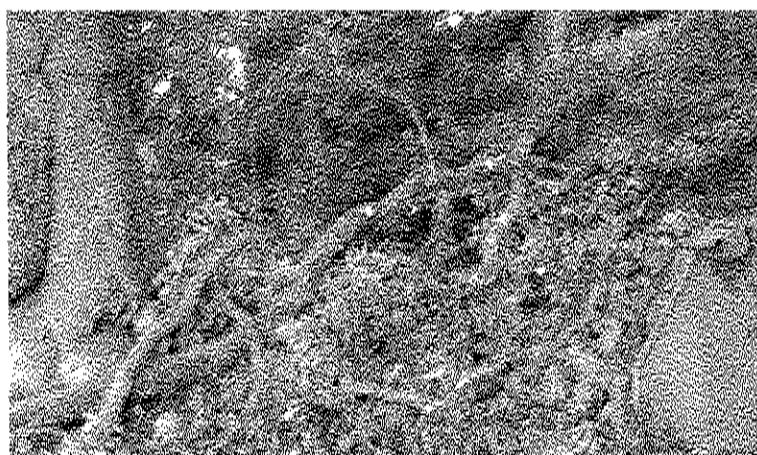
War Memorial



The war memorial stone has been pressure washed and the bronze plaque is ready for cleaning and polishing

Lower Fitz Park

The unseasonal high winds in early June proved how dangerous large trees can be within the park. Two large limbs were blown down and both over footpaths



This limb was cleaned up and luckily at the same time as the contractor was working at Townsfield. Thus no additional cost was put on the park as I used their chipper to dispose of all of the branches.



However the damage to this tree near Knightsbridge was far worse, the limb was left on the ground and taped off for a reason. There were two large hung up limbs left in the tree and these could have dropped out at any time, one of them did. Despite warning signs in place and the area being taped off, some members of the public continued to walk under the dangerous tree limb. The limbs have now been removed and permission was granted from Lake District Planning to carry out the work due to the tree being in the conservation area.



Much time was also taken up from parks staff cleaning up branches and fallen debris in all of the parks.

The double socket at the MUGA a is now in place ready for outdoor events.

The parks staff have been busy giving the playground equipment a lick of paint whenever possible, but this has proved difficult given the constant usage. High wear and tear has also taken its toll on some pieces of equipment and replacement parts have been fitted at a cost of over £1500.

The area next to Knightsbridge where the ground works took place will be reseeded as soon as the weather allows. At the moment it is far too dry and grass seeds will fail, but when the conditions are right this area shall be improved.

Upper Fitz Park



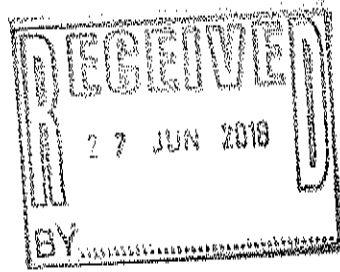
Games are in operation and the tennis courts are standing up to the usage, the bowling green is being watered but not the tennis courts yet.

The four new lecture board signs have arrived and will be installed as soon as possible at Café West, Knightsbridge, Crosthwaite Road car park and Wivell Park. The banner has already been put in place on Station Road by Keith Richardson and looks fantastic.

Spraying of weeds has been carried out in all parks including footpaths and shrub beds.

Staff Development

Two members of staff attended a Health and Safety workshop in June.



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

27th June 2018

Dear Lynda

Re: Provision of Public Toilets in Fitz Park

Keswick Museum in partnership with Café West, currently provide public toilets free of charge to users of Fitz Park since the refurbishment of the Museum in 2014. Whilst the Museum welcomes these visitors for however short their visit, there is a cost to running this service, not only in the consumables used but also the maintenance of this service. For example a faulty pump this year has led to a bill of over £4500.

From working with visitors to our town, as well as local users of Fitz Park, we know that whilst not glamorous, good quality toilet facilities are important in meeting their needs and ensuring a favourable impression of our town. However, as a charity, we need to make sure we fulfil our charitable objectives first and foremost. To this end, we thought the Town Council might consider a financial contribution to support the Museum to continue to offer this valuable service to visitors to Fitz Park.

I look forward to hearing from you.

Kind regards

Becks Skinner

Sent: 08 June 2018 12:19
To: office@keswicktowncouncil.gov.uk
Subject: Outdoor fitness classes in Keswick

Good afternoon,

I would like some information on the rules and regulations in relation to hosting fitness classes in public spaces in Keswick.

I am a L3 qualified personal trainer and would like to start running my own classes outdoors, preferably in Fitz park and Hope park. I'm aware I will probably need permission from the Town Council for this - if possible. Also I would like to know if there would be a fee for hosting classes in these areas. Please let me know if you have any information.

Yours faithfully,

Emily Bunting

Original Message-----

From: [REDACTED]

To: DanieAll3 <DanieAll3@aol.com>

Sent: Tue, Jun 26, 2018 8:59 pm

Subject: Grass cutting in Fitz Park

Hello Allan,

This is to remind you of our conversation from the other day.

Could you please propose to the Fitz Park Trust that grass cutting between the tall trees and the old railway track at the North end of Fitz Park be only done in August to allow the wild flowers to seed themselves.

Very few people use this section of the park and those that do I am sure would not mind walking through longish grass. Most of it anyway is covered by silt from storm Desmond and the grass is weak and therefore naturally short. Many wild flowers are growing well in this area and it would be good to let them thrive by not cutting the grass during the seeding season up to early August.

Thanks

[REDACTED]

[REDACTED]
To: office@keswicktowncouncil.gov.uk
Sent: 04/07/2018 11:58:31
Subject: Knight's Bridge

Dear Sirs,

After the controversial 'Lions' advertisements were affixed to the replacement Knight's Bridge on the 26th June last year, those of us who objected to them on various grounds were 'fobbed off' with the assurance that these roundels would only be in place for 1 year, celebrating the Lions' centenary year. It is now well over the year, and the advertisements are still in place, and in our opinion no less objectionable.

We, and many others, hope and trust that the Council / Fitz Park Trustees will keep their word and arrange for these advertisements to be removed. As stated at the time, we see no objection to the Lions having a tasteful recognition of their extremely generous contribution funding the essential access ramp in the park (as is already the case on the new information boards adjacent to the bridge). Aesthetic considerations apart, it is misleading for these roundels to suggest that they funded the replacement of the bridge itself, or to imply that the bridge is called "Lions' Bridge".

Yours sincerely,

[REDACTED]

[REDACTED]

[REDACTED]