

KESWICK TOWN COUNCIL

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

11th July 2019

A meeting of Keswick Town Council will be held in the Council Chamber, 50 Main Street, Keswick, on Thursday 18th July 2019 at **7.30 pm**. The press and public are welcome to attend.

Prior to the start of the meeting, at **7.00 pm**, Phill Roberts of Keswick Youth Club will give an update on plans for a new Youth Centre.



Lynda Walker
Town Clerk

AGENDA

- 1. Presentation of Mayor's Cadet**
The Mayor's Cadet for the year will be presented.
- 2. Apologies**
To receive apologies for absence.
- 3. Declarations of Acceptance of Office**
To acknowledge receipt of the Declarations of Acceptance of Office from members elected on 20th June 2019.
- 4. Minutes**
To authorise the Chairman to sign as a correct record the minutes of the Town Council meeting held on 20th June 2019 (pages 6-9).
- 5. 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.
- 6. 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

- 7. Police Report**
To receive the report of the Allerdale Rural Neighbourhood Policing Team - a Police Community Support Officer will attend when on duty and available.

8. 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 ten minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.

9. Matters to be raised by Councillors

An opportunity for Councillors to raise any unforeseen matters, with the consent of the Chair, which do not require a decision – items raised should not be discussed for longer than 10 minutes.

10. Applications for Development

- i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority
- ii) To receive update on National Park planning decisions
- iii) To receive an update from Kevin Richards, Planning Officer, on the former Ravensfield care home site.

11. Review of Eligibility for General Power of Competence

To resolve that the Town Council meets the prescribed conditions to be eligible to use the General Power of Competence following the elections in May and June 2019.

12. Standing Committee and Working Group Members

To review, and to appoint members to serve on, the undermentioned working groups/committees

- i) Staffing Committee
- ii) Events Committee
- iii) Planning Group

13. Outside Bodies & Liaison Meetings

To appoint representatives on outside bodies and to attend liaison meetings e.g. Allerdale 3 tier meetings, LDNPA forum.

14. Members Attendances

To receive for information details of members' attendances for 2018/19.

15. Mayor's Engagements

To receive details of the Mayor's engagements and meeting attendance for the period 14th June 2019 – 11th July 2019.

16. Proposal for 'Climate Change Emergency Action for Keswick'

To consider report of Councillor Alexandra Boardman.

17. Review of Licence

To consider a proposal from Councillor Lywood that 'in view of the numerous complaints of litter and noise emanating from the Mama Mia takeaway in the Market Square, the Town Council should ask Allerdale Borough Council to review its licence, and in particular the procedures for litter collection and opening hours.'

18. Reports from Ward Representatives

To receive reports from the following representatives:

- i) LDNPA North Distinctive Area Parishes' Representative
- ii) Allerdale Borough Council – to include an update on the temporary suspension of collection of garden waste and some recyclables, and consideration of ways to minimise the impact of this
- iii) Cumbria County Council

19. Payment of Accounts

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

- i) For the Town Council
- ii) For the Trusts

20. Quarterly Budgets

To receive for information and approval the quarterly budgets.

21. Reports from Liaison Meetings etc.

To receive reports on the following:

- i) CALC Summer Conference 22nd June 2019
- ii) Allerdale 3 Tier meeting 11th July 2019

22. Clerk's Report

To consider the Clerk's report.

23. Minutes of Committee Meetings

To receive for information the Minutes of the Events Committee meeting held on 2nd July 2019.

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 June 2019 at 7.30 pm.

Present:

Chairman
Councillor David Burn

Councillors

Alexandra Boardman	Alan Dunn	Tony Lywood
Paul Titley		

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), Dr Geoff Davies (Lake District National Park Authority North Distinctive Area Parishes' representative), Borough Councillors Allan Daniels and Sally Lansbury, David Sawday (Keswick Ministries), 1 member of the press and 1 member of the public.

23. Apologies

Apologies for absence were received from the Police.

24. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 16th May 2019 (pages 1-5).

25. Requests for Dispensations

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

26. Declarations of Interests

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

27. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team for May. There had been a total of 6 Anti Social Behaviour incident logs and 30 crimes reported in the area during the month (comparative figures for May 2018 were 10 and 12 respectively). No Police Officers were present.

Councillors were sorry to hear of the resignation of PCSO Catherine Smith. They thanked her for her hard work in the past and wished her luck in her new post.

28. Matters to be received from the Public

No matters were received from the public.

29. Matters to be raised by Councillors

Councillor Dunn commented on parking issues arising from the recent Lakesman Triathlon event. He felt that the number of penalty tickets given to vehicles parked on Borrowdale Road reflected badly on Keswick and suggested that the organisers should advise participants and others of parking arrangements in the area.

Councillor Lywood raised the issue of lack of street cleaning by the Borough Council (particularly relating to dog urine). He felt that this was unsatisfactory particularly in view of the importance of tourism to Keswick and the amount of income generated for the Borough Council. He suggested that an appropriate officer be asked to attend a future meeting to explain the situation.

30. Applications for Development

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

Plan Ref.	Description of Development Location
7/2019/2078	<p>Change of use from a Courtyard to a Car Park Keswick Ministries, Skiddaw Street, Keswick, CA12 4BY <i>Based on additional information received i.e. that</i> 'The car park would be operated on a permit holder basis and not on an hourly ticketed basis. Annual permits would be available to local guest houses and others who want long term parking. There would also be a weekly stay option with a minimum stay of three days' <i>we are happy to support this application, subject to the car park being for permit holders (minimum 3 day stay) rather than pay and display plus restricting motorhomes. This is a part solution to congestion in the area.</i></p> <p>SUPPORT</p>
7/2019/2104	<p>Creation of a new surface water detention basin (including new access track and site entrance), with a new below ground connection to Castlehead drain, emergency spillway, landscaping and associated works Land adjacent to Springs Road, Keswick <i>Support - This is the second part of the Penrith Road Flood Alleviation Scheme. It is fully supported by K FAG and is said to reduce surface water flood risk to 118 properties. Will need to be carefully managed to minimise disturbance to properties near to the scheme.</i></p> <p>SUPPORT</p>
7/2019/2107	<p>Extension and alterations to existing dwelling house Sandygate House, Rogerfield, Keswick, CA12 4BW <i>Support - Cannot see any adverse impact on neighbours. Retains off - street parking.</i></p> <p>SUPPORT</p>
7/2019/2109	<p>Non - material amendment to planning application 7/2017/2065 (Flood resistance works) - overhead roller shutter door & construction of glass canopy roof over rear entrance door of No.12 11 & 12 Penrith Road, Keswick, CA12 4HF <i>For information only. No comments required.</i></p>
7/2019/2112	<p>Extend outhouse 51 Latrigg Close, Keswick, CA12 4LG <i>Support - This is a modest expansion within a large corner plot. Cannot see any potential with interference with neighbours.</i></p> <p>SUPPORT</p>
7/2019/2116	<p>Rear extension and new dormer window to rear 50 Blencathra Street, Keswick, CA12 4HT <i>Support - The 'rear extension' is only a small increase on the other extension(s). The majority of this application concerns the new dormer in the rear facing roof. This has minimal impact on the neighbourhood and there are many dormer windows in nearby properties.</i></p> <p>SUPPORT</p>
7/2019/2117	<p>Removal of local occupancy condition on planning approval ref 7/1983/2016 1 - 4 Larch Grove, Keswick, CA12 4HJ <i>Neutral - This is the final part of an administrative muddle that began in 1980's. Our policy of supporting all 106's is not threatened by this but we cannot support this 'solution'. Nor should we create more muddle by opposing it.</i></p> <p>NEUTRAL</p>

7/2019/2124 Reduce extent of existing glazing to sunroom at rear/side of property
Mountain Lodge, Lonsties, Keswick, CA12 4TD
For information only. No comments required.

ii) **RECEIVED** an update on National Park Planning Decisions.

iii) **RECEIVED** an update on the situation regarding the former Ravensfield care home site. Dr Geoff Davies (LDNPA) advised that a Planning Officer would attend the next Town Council meeting to provide a further update.

31. Mayor's Engagements

RECEIVED details of the Mayor's engagements and meeting attendance for the period 10th May 2019 – 13th June 2019.

32. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – Councillors Lansbury and Daniels submitted a written report. Councillor Daniels advised that grant funding was available towards new events and he would distribute details via the Clerk.
- ii) Cumbria County Council – County Councillor Lywood advised that solutions to car parking problems at Seathwaite were being sought with the National Park Authority.
- iii) LDNPA North Distinctive Area parishes' representative – Dr Geoff Davies submitted a written report. The Mayor congratulated Dr Davies on his re-election to the National Park Authority as North Distinctive Area Parishes' representative.

33. Payment of Accounts

RESOLVED that the payment of accounts for June 2019 as approved by the Inspection Committee be authorised:

- i) For the Town Council, vouchers 38-57, amounting to £22,627.86 (twenty two thousand six hundred and twenty seven pounds and eighty six pence)
- ii) For the Parks' Trusts, vouchers HP35 -FP47, amounting to £12,492.59 (twelve thousand four hundred and ninety two pounds and fifty nine pence).

34. Annual Accounts

RESOLVED that the statement of accounts for the year ending 31st March 2018 be approved and that the Chairman be authorised to sign it.

35. Annual Governance and Accountability Return (AGAR) – Section 1

RESOLVED that section 1 - Annual Governance Statement 2018-19 - of the Annual Governance and Accountability Return be approved and that the Chairman be authorised to sign it.

36. Annual Governance and Accountability Return (AGAR) – Section 2

RESOLVED that section 2 - Accounting Statements 2018-19 - of the Annual Governance and Accountability Return be approved and that the Chairman be authorised to sign it.

37. Internal Auditor's Report for Year Ending 31st March 2019

RECEIVED and noted the report of the Internal Auditor for the year ending 31st March 2019.

38. Clerk's Report

RECEIVED the Clerk's report.

39. Minutes of Committee and Liaison Meetings

RECEIVED for information

- i) the Minutes of the Events Committee meeting held on 21st May 2019
Councillor Titley paid tribute to the remarkable achievement of Paul Tierney who had broken the record for completing the 'Wainwrights'.

- ii) the notes of Keswick Ministries Town Liaison Forum held on 14th May 2019

40. Correspondence

Consideration was given to the following correspondence:

- i) A member of the public - Litter around Derwentwater
- ii) SSAFA – VE Day 75

RESOLVED that the Events Committee be asked to consider an appropriate way of marking the 75th anniversary of VE Day.

- iii) Christchurch City Council- Thanks for message of condolence

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'

41. Contracting - CCTV

Consideration was given to the report of the Mayor.

RESOLVED that approval in principle be given to linking the existing CCTV cameras on the Moot Hall into the Cumbria Constabulary monitored CCTV system involving the purchase of two new cameras, and that a grant application be made to the Police and Crime Commissioner's fund to cover 50% of the cost (approximately £6,000) with the remainder to be funded from General Reserves.

The meeting closed at 8.50 pm

Chairman

Date

Planning Applications received between 14/06/2019 - 11/07/2019

Plan ref	Location	Description of Proposed Development
7/2019/0101	7, Grange Park, Keswick, CA12 4AY	T1 - Oak - removal of lowest long limb going over garden, T2 - Ash - Crown lift above road
7/2019/2118	4 Main Street, Keswick, CA12 5JA	Conversion of existing bank into a retail unit at ground floor with 2 no. self contained flats above
7/2019/2132	9A Bank Street, Keswick, CA12 5JY	Change of use from class D1 (Doctors Surgery) to class C3 (Dwelling)
7/2019/2133	Greycoat, Eleventrees, Keswick, CA12 4LW	First floor extensions to remove in part existing balconies
7/2019/2138	32 Briar Rigg, Keswick, CA12 4NN	Extensions and alterations to dwelling (revised scheme following approval ref. 7/18/2002)
7/2019/2143	Chestnut Hill, Keswick, CA12 4LR	Approval of details reserved by conditions of planning permission reference 7/2016/2027 (Water supply connection from Thirlmere to West Cumbria) in respect of RWA South pipelaying between Nether Place / Chestnut Hill and Casterigg Tunnel reception shaft. Condition no. 6 Soil Management Plan and Condition no. 10 Surface Water Management Plan
7/2019/2144	13, Southey Street, Keswick, CA12 4EG	Alteration to fenestration to rear single - storey outrigger and removal of rear chimney stack
7/2019/2146	Sheep Close, Manor Brow, Keswick, CA12 4BB	New sewage treatment plant
7/2019/2158	11, The Plosh, Borrowdale Road, Keswick, CA12 5DE	Replacement windows on rear elevation and replacement of glazing in front door
7/2019/2159	11, The Plosh, Borrowdale Road, Keswick, CA12 5DE	Replacement of modern windows to rear elevation and replacement of patterned opaque glazing in front door (Listed Building Consent)
7/2019/2163	12, Penrith Road, Keswick, CA12 4HF	Overhead roller shutter door to replace folding timber gates approved under application ref 7/2017/2065
7/2019/2165	Site of the Keswick to Threlkeld railway, Keswick to Threlkeld Railway Path and adjoining land, Keswick	Approval of details reserved by condition on planning application 7/2018/2116 (Re - instatement, improvement and resurfacing of a traffic free Multi - User Trail along a section of former railway line): conditions 4 (construction management plan) and 7 (construction traffic management plan) relating to Phases 3,5 and 8

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 14/06/2019 & 11/07/2019

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal Decision
7/2019/2094	May-19	36, Lake Road, Keswick	CA12 5DQ	Creation of a seating area to the front elevation	SUPPORT	GRANTED	
7/2019/2098	May-19	6, Windebrowe Avenue, Keswick	CA12 4JA	Extensions and alterations	SUPPORT	GRANTED	
7/2019/2097	April-19	Fell View, 7, Ashtree Avenue	CA12 5PF	Single storey extension to rear elevation of property, with flat roof. (Retrospective)	OBJECT	GRANTED	

KESWICK TOWN COUNCIL
18TH JULY 2019

THE GENERAL POWER OF COMPETENCE

Section 1 of the Localism Act 2011 provided for a new General Power of Competence (GPC) for councils in England. This is available to parish and town councils which meet conditions of eligibility and says that a local authority has the power to do anything that individuals generally may do, unless specifically prohibited.

The conditions of eligibility are as follows:

- The number of members of the council that have been declared to be elected is equal to or greater than two thirds of the total number of members of the Council (i.e. a minimum of 8)
- The Clerk to the Council holds the relevant qualification

Due to the particular circumstances of the elections this year, the Town Council did not meet the first part of this requirement at its Annual Meeting but now does. The Clerk holds the relevant qualification so it is now appropriate to pass the resolution that it is an eligible parish council i.e. it is eligible to use the GPC from the time the resolution is passed until the day of the next annual meeting of the parish council that takes place in a year of ordinary elections.

In summary, the GPC enables councils to do things:

- An individual generally may do
- Anywhere in the UK or elsewhere
- For a commercial purpose or otherwise, for a charge or without a charge
- Without the need to demonstrate that it will benefit the authority, its area or persons resident or present in its area (although in practice councils will want to realise such benefits).

But there are some limitations on the General Power, either because they are not things which an individual can do or because they are excluded by the Act. The GPC will not:

- Provide councils with new powers to raise tax or precepts or to borrow
- Enable councils to set charges for mandatory services, impose fines or create offences or byelaws, over and above existing powers to do so
- Override existing legislation in place before the Localism Act 2011

LW
110719

Keswick Town Council Committee etc Memberships 2018-19

KESWICK PARKS CHARITABLE TRUST MEETINGS

(All Members of the Town Council)

CHAIRMAN:

Councillor Adam Paxon

VICE CHAIRMAN:

Councillor Duncan Miller

STAFFING COMMITTEE

CHAIRMAN (TOWN MAYOR):

Councillor David Burn

TRUST CHAIR

Councillor Adam Paxon

OTHER MEMBERS:

Councillor Duncan Miller

Councillor Allan Daniels

Councillor Jean Murray

EVENTS COMMITTEE

CHAIRMAN:

Councillor Paul Titley

OTHER MEMBERS:

Councillor David Burn

Councillor Allan Daniels

Councillor Tony Lywood

Plus partner representatives of:

Keswick Tourism Association

Keswick Rotary Club

Keswick Lions Club

Phil Byers (Geraud UK)

Joe Broomfield (ABC - Town Centre Manager)

Cumbria Police

PLANNING GROUP

Councillor Allan Daniels

Councillor Duncan Miller

Councillor Paul Titley

Keswick Town Council

Representatives on Outside Bodies

2018/19

The Battersby Charity	Councillor Tony Lywood
Cumbria Theatre Trust	Vacant
Keswick In Bloom	Vacant
Keswick Tourism Association	Councillor Paul Titley
Keswick Community Emergency Recovery Partnership	Vacant
Keswick Youth Centre	Councillor Graham Kendall
Keswick Fair Trade Committee	Councillor Allan Daniels
Keswick Flood Action Group	Councillor Martin Jordan
Keswick Convention Town Liaison Group (1 representative plus 1 substitute)	Councillor Jean Murray Councillor Adam Paxon (substitute)
Liaison Meetings e.g. CALC, LDNPA, Allerdale 3 Tier	Councillor Susan Leighton Councillor Paul Titley Vacancy

RESWICK TOWN COUNCIL

ATTENDANCE LIST 2018/19

Absence Key

x = In attendance H = Holiday W = Work Commitments

A = Absent I - Illness O = Other

COUNCIL	TOWN COUNCIL MEETINGS												CHARITABLE TRUST MEETINGS & PARK INSPECTIONS					ANNUAL PARISH			
	17th May 2018	17th May 2018	21st June 2018	19th July 2018	16th Aug 2018	20th Sept 2018	18th Oct 2018	15th Nov 2018	20th Dec 2018	17th Jan 2019	21st Feb 2019	21st March 2019	18th April 2019	24th May (AGM) 2018	12th July 2018	13th Sept 2018	8th Nov 2018	10th Jan 2019	14th March 2019	18th April 2019	
Councillor D S Bunn	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Councillor A Daniels	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Councillor R M Jordan	x	x	x	x	x	x	x	x	x	H	x	x	x	x	x	x	x	H	x	x	x
Councillor D J T Kemp	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Councillor G Kendall	W	W	x	x	H	x	x	x	x	H	x	x	W	W	W	x	x	W	x	x	W
Councillor S E Leighton	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Councillor A Lywood	x	x	x	x	x	x	x	x	x	O	x	x	x	x	x	x	x	H	A	H	A
Councillor D Miller	x	x	H	x	x	x	x	H	x	x	x	x	x	x	x	x	x	x	x	x	x
Councillor J Murray	x	x	H	x	x	x	x	x	x	x	x	x	x	O	x	H	A	x	x	x	x
Councillor A Paxon	x	x	x	x	W	x	W	x	x	W	x	x	x	x	x	x	x	x	x	x	x
Councillor M Pugmire	x	x	x	x	x	x	x	x	x	x	x	I	x	x	I	x	A	x	I	I	I
Councillor P Tittley	H	H	x	H	x	x	x	H	x	x	x	x	x	x	H	x	H	x	x	x	x

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 18th JULY 2019

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 14th June 2019 – 11th July 2019

Sunday 16 th June	Lakeland Dialect Society celebrations, held at Carlisle Cathedral
Sunday 16 th June	Lakesman Triathlon official start
Sunday 16 th June	Lakesman Half - Triathlon official start
Wednesday 19 th June	Presentation Evening and Annual General Meeting of the Eden Scout District held in Penrith Methodist Church
Thursday 20 th June	Presentation of the cheque from KCAC for the St. Herbert's School, held at St. Herbert's School
Monday 24 th June	Raising the flag for Armed Forces Day, held at Allerdale House, Workington, attended by Deputy Mayor, Councillor Paul Titley
Friday 28 th June	Mid - Summer Festival, Rock Concert held in Market Square, Keswick
Saturday 29 th June	Mid - Summer Festival, Adult Painting Competition judging, held in Fitz Park
Saturday 29 th June	Mid -Summer Festival, Prom in the Park, held in Fitz Park
Sunday 30 th June	Mid - Summer Festival, Scruffs Dig Show Reserve Judge, held in Fitz Park
Monday 1 st July	A - board audit in Bank Street, accompanied by Councillor Allan Daniels
Tuesday 2 nd July	Events Committee Meeting, held in Council Chamber
Thursday 4 th July	A - board audit in Bank Street, accompanied by Councillor Allan Daniels
Thursday 4 th July	Welcome meeting for new councillors, held in Council Chamber
Saturday 6 th July	St. Johns Fete, held at St. John's Church, Keswick
Sunday 7 th July	Mayor's Sunday Parade, held at Kendal Town Hall

Proposal for ‘Climate Change Emergency Action for Keswick’.

The purpose of this document is to provide background information and initial ideas for debate at the KTC meeting on July 18th.

On July 18th, on behalf of Sustainable Keswick, I would like to ask KTC to discuss the motion to adopt the Climate Change Emergency Action for Keswick and for KTC to support the presentation of a similar motion to Allerdale Borough Council.

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What does it mean for KTC to declare a Climate Change Emergency?

As at 3rd June 77 councils including Carlisle and South Lakes District Council have declared a Climate Change Emergency. A number of Local Authorities have also signed up to the UK100 Agreement pledging to achieve 100% ‘clean energy’ usage by 2050 in their region. But, a recent IPCC (Intergovernmental Panel on Climate Change) report shows it is imperative that this target is reached much sooner.

Although a lot needs to be done at a National level there is still a lot we can achieve locally. Indeed Keswick already has some great initiatives such as the Repair Café etc.

In practice there are many nil cost steps (or low cost options) that are achievable with the support of KTC.

Climate Champion

Identify a Town Councillor as a climate champion to ensure that sustainability and carbon mission reduction is embeded in future decisions and all policy and procedure documents.

Parks

As trustees of the Parks there are numerous options we can consider including:

- a. Rewilding – create bee and butterfly friendly zones (Teasels, buddlea, poppies and borage are bee-friendly)
- b. Using environmentally friendly fertilizers and sprays
- c. Cutting less and later

- d. Use of more energy efficient vehicles and equipment for the Park Team
- e. Use of electric lawn mowers rather than fossil fuel

Green Spaces

Support activities to encourage those with gardens to plant more and discourage concreting over planting areas

Encourage Community Gardens.

Information Sharing

Set up a Green Hub (an information point) within the Town Council building/Moot Hall – environmental groups such as Sustainable Keswick, CAFS, and others can provide information on waste reduction and composting, biodiversity and renewable energy.

Local Planning

When reviewing planning applications consider environmental issues and carbon footprint as well as the current planning guidelines, and make recommendations to the LDNPA accordingly in support of the Climate Emergency Strategy.

Transport

When reviewing the transport strategy consider the environmental implications. For example look at lowering speed limits in town to reduce carbon emissions and fuel usage and development of more cycling routes and transport schemes.

Support in principle applications we may get for electric car charging points. Campaign to stop people idling their vehicles creating particulant pollution.

Energy

Consider supporting community based green initiatives and divest from fossil fuels.

Encourage shops to turn their lights off during the night and avoid keeping their doors open in cold weather.

Festivals

Expand the use of the Events committee code of conduct for festivals to sport clubs and markets in Keswick.

Support a deposit scheme for reusable glasses at festivals (this is being trialled at the Mid Summer Festival).

Banking

Switch to an ethical bank and green energy suppliers.

Allerdale and KTC

A petition has been created by Sustainable Keswick endorsed and supported by CAFS, Riversmeet Cockermouth and 'Fridays for the Future'. I ask fellow councillors to support the presentation of this petition for Allerdale to declare a Climate Change Emergency and to take appropriate actions.

Call on the government to provide the necessary policy changes and funding to meet targets.

These ideas/suggestions will evolve over time and is not an exhaustive list, just a starting point for discussion on July 18th.

Report from the North DA Parishes Member of the LDNPA – June 2019

At the meeting of Development Control Committee (DCC) on June 5th we received a report on the performance of the Development Management Service (DMS) for the financial year 2018/19. It included evidence of the significant workload generated by compliance cases: on average, there were more than six new cases per week. Until recently, this work was carried out by two specialist compliance officers, but all planning officers now have a mixed workload of compliance cases and planning applications.

The year began with 214 compliance cases “on hand”. 334 new cases were received during the year (the highest number of new cases since 2007/08). 304 cases were closed (completed) in 2018/19, and this was again the highest number since 2007-08. However, as this was lower than the number of new cases, the year ended with a net increase in “on hand” cases (from 214 to 244). The DMS remains committed to a significant reduction in on-hand compliance cases, with the aim to have no more than 150 by the end of 2019/20. However, this is likely to be challenging, especially as “a significant increase in the number of enforcement notices served is also expected in 2019/20 as we proceed to formal action on a number of apparently unauthorised holiday letting properties which we have identified.”

The following is a summary of the reasons for closing the 304 cases.

- 28% did not amount to development under the Planning Acts
- 10% were development but were in compliance with an existing planning permission
- 6% were permitted development
- 15% were breaches, but the breach or its harm was rectified voluntarily
- 7% were breaches but were regularised by retrospective planning permission
- 13% were breaches, but it was not expedient in the public interest to take formal enforcement action
- 4% were breaches and the enforcement notice complied with
- 1% were cases where an enforcement notice was quashed on appeal
- 3% were breaches but had become lawful by the passage of time
- 13% were classified as “other”.

I will conclude this month with some news on a different topic. The Lake District National Park’s Local Plan Consultation recently won two hotly contested awards. The UK Planning Awards span 26 categories and are judged by a panel of 25 industry experts. The LDNPA Local Plan Consultation won the award for Stakeholder Engagement in Planning and also the coveted Editors’ Award which is given to the most impressive overall entry.

Hanna Latty, Team Leader, Strategy and Planning Policy, said “The Local Plan consultation has been a great success in terms of public engagement. We’ve had the highest ever number of responses from a much more diverse audience. We were pleased to reach younger people, which is really important as they are the residents who will be most impacted by the 15 year local plan.”

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

KESWICK TOWN COUNCIL

GENERAL FUND - ADMINISTRATION

1st April 2019 - 31st March 2020

Budget Summary as at 30 June 2019

1st Quarter

Expenditure:	AGREED Budget 19/20	Expenditure to 30.06.19	% of budget spent
Salaries, Nat ins & Pension (18.9%) & Pension Deficit	97300	23991	24.66
Payroll - Outsource Costs	330	73	22.12
Rent	7100	1775	25.00
Rates	4130	0	0.00
Building Service Costs	5000	0	0.00
Repairs - Decorating/Carpets/Upgrades	1000	12	1.20
Insurances	650	13048	2007.38
Subscriptions	770	739	95.97
Conferences/Training	900	0	0.00
Stationery	1000	109	10.90
Postage	300	18	6.00
Telephone & Internet	900	113	12.56
Photocopier	1200	327	27.25
Computer maintenance/support	1674	1047	62.54
Office Equipment	200	0	0.00
Staff Expenses	300	43	14.33
Ex Employee Pension	1320	0	0.00
Health and Safety	50	0	0.00
Website (Annual Fee)	300	60	20.00
Council Chamber/Meeting Expenditure	200	14	7.00
Quality Award	0	0	0.00
Telephone System - Maintenance Fee	200	0	0.00
Total Expenditure:	124824	41369	33.14

Recharges to be
made

Income:	AGREED Budget for year 19/20	Income to 30.06.19	% of budget income
Photocopies	0	0	0.00
Council chamber rental	20	72	360.00
Total Income:	20	72	360.00

To be allocated:	124804	41297	33.09
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Allocation:	Agreed allocation 19/20	% of allocation to date
General Fund - (60%)	74882	24779
Hope Park - (20%)	24961	8259
Fitz Park - (20%)	24961	8259
	124804	41297

KESWICK TOWN COUNCIL

GENERAL FUND

1st April 2019 - 31st March 2020

Budget Summary as at 30th June 2019

1st Quarter

Expenditure:	AGREED Budget for 19/20	Expenditure to 30.06.19	% of Budget
General Administration	74882	24779	33.09
Grants to outside bodies	15020	15020	100.00
Christmas Lights	30300	35	0.12
Mayors Allowance	2000	500	25.00
War memorial	1500	200	13.33
Townfield	1300	200	15.38
Open Spaces	1000	250	25.00
Fitz Park - Grant from KTC (deficit)	140747	70373	50.00
Communications & Neighbourhood Plan	500	0	0.00
Audit Fee/Accounts Preparation	1470	0	0.00
Contingency Sum	8000	120	1.50
Keswick Events (Inc Scruffs 19-20)	15805	9621	60.87
Events Co-ordinator	3000	0	0.00
Floral displays	5605	0	0.00
Allotments Expenditure	600	146	24.33
Annual Parish Meeting (inc room hire & refreshments)	200	58	29.00
Advertising	300	0	0.00
Promotional gifts to civic visitors to Keswick	250	0	0.00
TOTAL EXPENDITURE:	302479	121302	40.10

Pups Clock
Plaque

Income:	AGREED Budget 19/20	Income to 30.06.19	% of Budget
Precept	261777	130888	50.00
Grant to Fitz Park - ABC	20000	0	0.00
Bank/Investment interest (inc War Memorial)	5	0	0.00
Walker Park rent	12267	12267	100.00
Allotments Income - Rent	600	350	58.33
Events Banners Income	2500	2357	94.28
Keswick Events Contributions (Inc Scruffs)	5000	2500	50.00
Christmas Lights Contributions	300	0	0.00
Townfield Interest	30	4	13.33
TOTAL INCOME:	302479	148366	49.05

General Reserves Expenditure - Earmarked reserves	AGREED Spend 19/20	Expenditure to 30.06.19	% of Budget
Contribution to Local Housing - KCHT	3600	0	0

KESWICK TOWN COUNCIL
18 JULY 2019

CALC Summer Conference – 22nd June 2019

Alexandra and Alan Dunn attended all day and Paul attended the afternoon on behalf of KTC.

The Main Session was by Jane Moore who is a senior solicitor from NALC and about the Code of Conduct.

The focus was post 2011 Localisation Act and the recent review, although the review is only for guidance and is not legislation at the moment.

A group of interested parties have been tasked to produce a national code – NALC is part of this. The talk was based on aspirations/recommendations going forward rather than the existing rules and regulations.

There were a lot of questions from the audience regarding harassment and bullying so CALC will probably run some additional training courses.

Jane did a second session in the afternoon based on the Ledbury Case. As a result of this case any complaints against staff must go through the councils grievance procedure. Compared to complaints against Councillors which go through the Code of Conduct (via the Monitoring Officer)

Northern Fells Group

Philappa Gregory the main fundraiser for NFG gave an overview of their community owned charity (covering the back of Skiddaw and Blencathra rural area). They are supported by their local parish councils and it was interesting to hear how their model works to support their aging community in isolated areas.

Alexandra attended the breakaway group sessions which covered:

1) Introduction Green Spaces given by Amanda McClearly from CALC.

This session focussed on Village Greens rather than 'Green Spaces' and explained how the rules about Village Greens is different from Parks etc.

2) Neighbourhood Planning given by Bryan Craig, Government planning Advisor for Locality.

Brian went through the necessary steps to create a Neighbourhood Plan. He also gave one book per council outlining the steps, please let Alexandra know if you would like to use it.

Alan attended the breakaway group sessions which covered:

1) Top Tips about Chairmanship by Arthur Capstick and reported that it was very informative and well presented.

2) Best practice – Agendas minutes by Jean Airey, again this was well presented by Jean

If any of you would like more details of any of the sessions attended please get in touch and we will email you the presentations/handouts.

Councillor Alexandra Boardman

KESWICK TOWN COUNCIL
18TH JULY 2019

CLERK'S REPORT

Welcome to all new and returning Councillors – we are now back at full strength and I am sure that there will be many and varied issues to deal with in the forthcoming months.

Derwentwater Foreshore

The current Mayor and a former Councillor have been monitoring the condition of the area from the underpass to the foreshore over many months and representatives of Allerdale Borough Council have attended past meetings to hear concerns about lack of maintenance in this iconic location. A list of concerns was passed to Allerdale Borough and Cumbria County Council in April this year and I have now received a report back from Allerdale BC, which has also been copied to the County Council.

A suggestion to re-establish the group of land-owning partners set up to manage work funded through a Heritage Lottery Fund grant some years ago and to provide a co-ordinated framework for the maintenance of the area has been made by Allerdale BC. The Town Council has been asked if it is supportive of this suggestion, and if so, to confirm the appropriate contact points for the organisation. The original partnership comprised the Borough and County Councils, the Lake District National Park authority and a representative of Hope Park Trust (the Town Council does not own any land in this vicinity).

Councillors are asked to consider whether they support this suggestion and if so, to nominate a representative to be part of the group.

Press and Media Policy and Protocol on Communications

Mainly for the benefit of new Councillors but also as a refresher, I have attached a copy of the above policies to this report. Councillors should make it clear when expressing a view which is not Council policy or otherwise endorsed by the Council as a whole that they are speaking/writing in a personal capacity as a Councillor, not on behalf of the Council.

Keswick Transport and Parking Study

A lively stakeholder workshop took place on 26th June resulting in a number of problems and issues being identified, together with suggested solutions. A longlist of options has now been produced for appraisal by the consultants .

Recognition of past service

Councillors may be aware that a former Councillor who was not re-elected in May had served for almost 40 years on the Town Council. An appropriate form of recognition is being sought and the approval of the Council is requested for this.

LW
110719

KESWICK TOWN COUNCIL

PRESS AND MEDIA POLICY

Adopted by full Council on: 20th September 2018

Revision Date:....September 2019.....

Introduction

Keswick Town Council ("the Council") is committed to the provision of accurate information in respect of its functions, decisions and actions.

The Council may communicate with those whose work involves gathering material for editorial publication in print, broadcast and electronic form ("the media").

The Council shall endeavour to assist the media with enquiries about the Council's functions, decisions and actions.

The purpose of this policy is:

- to establish a framework for achieving an effective working relationship with the media
- to ensure that the views and policies of the Council are presented accurately
- to clarify who is authorised to speak on behalf of the Council
- to provide guidance for Councillors and Staff on how to deal with some of the practical issues that may arise when dealing with the Press and media
- to ensure consistency in the Council's dealings with the Press and media
- to ensure that all elements of the Press and media will be treated equally.

Legal Framework

This policy is subject to the Council's statutory obligations set out in the Public Bodies (Admission to Meetings) Act 1960, the Local Government Act 1972, the Local Government Act 1986, the Freedom of Information Act 2000, the Data Protection Act 1998 and the Council's Standing Orders. The Council must also have regard to the Government's Code of Recommended Practice on Local Authority Publicity.

Media Attendance at Meetings

Meetings of the council, its committees and sub-committees are open to the public and press unless the Council resolves that their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons.

In accordance with standing orders, persons may be required to leave a meeting if their disorderly behaviour obstructs the business of the meeting. Where meetings include time

for public participation and subject to the Council's standing orders, media representatives may speak and ask questions.

The press/media are entitled, on payment of postage or other necessary charges, to copies of the agenda and necessary supporting papers for a meeting and their representatives shall be given reasonable facilities for taking and communicating their report of a meeting.

The Clerk

Wherever possible all communications with the press and media should be made through the Clerk. The Clerk, as the Proper Officer of the Council, is authorised to receive all communications from the Press and media and to issue press statements on behalf of the Council in consultation with the Chairman. In the absence of the Chairman, the Vice Chairman will be consulted.

Communications made by the Clerk will relate to the stated business and day to day management of the activities or adopted policy of the Council. S/he should not speculate on matters that have not been considered by the Council. Where such questions are put to the Clerk, s/he should inform the enquirer that they will be notified of a response within 48 hours where practical. The Clerk should then consult with the Chairman or Vice Chairman on a suitable response, which may in fact be "no comment".

The Clerk, in consultation with the Chairman or Vice Chairman is authorised to publish press statements on any urgent matters where there is insufficient time for a Council meeting.

Councillors

Councillors should be aware that according to case law the role of Councillor overrides the rights to act as an individual. Councillors must therefore be careful about expressing individual views to the press or media, whether or not they relate to matters of Council business. Whilst it may be legitimate for a Councillor to make clear that s/he voted against a policy if this took place in an open session, Councillors should not seek to undermine a decision through the Press.

Press releases/approaches made to the Press/Media by the Council

Press releases may be issued proactively to alert the media to a potential story, provide important public information or to explain the Council's position on a particular issue.

Press releases made on behalf of the Council will normally be prepared by the Clerk following any meetings of the Council. If press releases are drafted by any other officer or Councillor, they must be issued by the Clerk, in consultation with the Chairman or Vice Chairman.

A direct approach by the Council to the media seeking an interview, issuing a statement or press release or to publish an article may only be made with authorisation from the Council except in the case of an urgent matter, with insufficient time for a Council meeting, when the Clerk is authorised to publish statements in consultation with the Chairman or Vice Chairman.

Approaches from the Press / Media

Unexpected approaches from representatives of the media can lead to unguarded comments being made and great care must therefore be taken to avoid misrepresentation of the Council's policy or its position on the matter in question.

Reporters should be directed to contact the Clerk if they want to carry out an interview or obtain a statement about the Council's business and actions. Except in the most straightforward cases, the caller should be informed that a statement will be made within 48 hours and they should be asked to set out clearly what they want to know. This will allow time for the Clerk to consult with the Chairman in producing a carefully worded response within a reasonable time.

Any verbal or written statement given by the Clerk must represent the corporate position and views of the Council, not the individual views of councillors or staff held in their official capacity. Where the matter concerned has not been discussed by the Council an immediate response cannot be made and this should be made clear to the enquirer.

The Clerk should then consult the Chairman or Vice Chairman on an appropriate response, which may be "no comment".

General Principles to be observed by Councillors and The Clerk

- Be calm
- Be informed and certain of all your facts
- Ensure that when making comments on behalf of the Council that you are aware what Council Policy is and that your comments reflect that policy
- Ensure that your comments and views will not bring the Council, its Councillors or staff, into disrepute and ensure that comments are neither libellous nor slanderous.
- Any publicity should be as objective as possible, concentrating on facts or explanation or both
- Publicity touching on issues that are controversial, or on which there are arguments for and against the views or policies of the Council should be handled with particular care.
- Issues must be presented clearly, fairly and as simply as possible, although facts, issues or arguments should not be oversimplified
- Publicity should not attack, nor appear to undermine, generally accepted moral standards
- Public funds must not be used to mount publicity campaigns whose primary purpose is to persuade the public to hold a particular view on a question of policy.
- Council resources must not be used on publicity that is, or could be misinterpreted as being, party political or on publicity which could be seen as promoting an individual member, particularly at election times.
- The Council, its Councillors and Staff cannot disclose information which is confidential or where disclosure of information is prohibited by law.
- Councillors must act with integrity and observe the Members' Code of Conduct at all times when representing or acting on behalf of the Council.

- Councillors and staff must not communicate their personal views about the Council's business, decisions and actions.
- Councillors and Staff are not permitted to misrepresent the corporate position and views of the Council or damage the reputation of others in the Council, or the Council itself.
- Councillors should endeavour to make it clear when they are speaking in a personal capacity.
- A copy of any written material sent to the Press and/or Media by a Councillor, as representing the Council, must be forwarded to the Clerk.
- A Councillor or Officer must not disclose information that is of a confidential nature. This includes any discussion with the Press on any matter which has been discussed under confidential items on the Council's or Committee's agenda or at any other private briefing.
- A Councillor should not raise matters relating to the conduct or capability of an officer at meetings held in public or before the Press.

Social Media

In their use of social media (Facebook, Twitter, email etc.) Councillors and Staff must at all times observe the principles stated in this policy.

KESWICK TOWN COUNCIL

Protocol on Communications

A. Town Council Correspondence

- (i) The point of contact for the Town Council is the Clerk, and it is to the Clerk that all correspondence for the Town Council should be addressed.
- (ii) The Clerk should deal with all correspondence following a meeting.
- (iii) No individual Councillor or Officer should be the sole custodian of any correspondence or information in the name of the Town Council, a committee, sub-committee or working party. In particular, Councillors and Officers do not have a right to obtain confidential information/documentation unless they can demonstrate a 'need to know'.
- (iv) All official correspondence should be sent by the Clerk in the name of the council using council letter headed paper.
- (v) Where correspondence from the Clerk to a Councillor is copied to another person, the addressee should be made aware that a copy is being forwarded to that other person (e.g. copy to XX).

B. Agenda Items for Council, Committees, Sub-Committees and Working Parties

- (i) Agenda should be clear and concise. They should contain sufficient information to enable Councillors to make an informed decision, and for the public to understand what matters are being considered and what decisions are to be taken at a meeting.
- (ii) Items for information should be kept to a minimum on an agenda.
- (iii) Where the Clerk or a Councillor wishes fellow Councillors to receive matters for "information only", this information will be circulated via the Clerk.

C. Communications with the Press and Public

- (i) The Clerk will clear all official press reports, or comments to the media, with the Chair of the council or the Chair of the relevant committee.
- (ii) Press reports from the council, its committees or working parties should be from the Clerk or an officer or via the reporter's own attendance at a meeting.
- (iii) Unless a Councillor has been authorised by the council to speak to the media on a particular issue, Councillors who are asked for comment by the press should make it clear that it is a personal view and ask that it be clearly reported as their personal view.
- (iv) Unless a Councillor is absolutely certain that he/she is reporting the view of the council, they must make it clear to members of the public that they are expressing a personal view.
- (v) If Councillors receive a complaint from a member of the public, this should be dealt with under the Council's adopted complaints procedure, or via a council agenda item.

D. Councillor Correspondence to external parties

- (i) As the Clerk should be sending most of the council's correspondence from a Councillor to other bodies, it needs to be made clear that it is written in their official capacity and has been authorised by the Town Council.
- (ii) A copy of all outgoing correspondence relating to the council or a Councillor's role within it, should be sent to the Clerk, and it be noted on the correspondence, e.g. "copy to the Clerk" so that the recipient is aware that the Clerk has been advised.

E. Communications with Town Council Staff

- (i) Councillors must not give instructions to any member of staff, unless authorised to do so (for example, three or more Councillors sitting as a committee or sub-committee with appropriate delegated powers from the council).
- (ii) No individual Councillor, regardless of whether or not they are the Chair of the council, the Chair of a committee or other meeting, or are styled "Leader" of the Council, may give instructions to the Clerk or to another employee which are inconsistent or conflict with council decisions or arrangements for delegated power.
- (iii) E-mails:
 - Information to Councillors should normally be directed via the Clerk
 - E-mails from Councillors to external parties should be copied to the Clerk

August 2012

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council Events Committee held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Tuesday 2nd July 2019 at 10.30 a.m.

Present: Councillor Paul Titley (Chair) (PT)
 Councillor David Burn (Mayor) (DB)
 Councillor Allan Daniels (AD)
 Lynda Walker (Town Clerk) (LW)
 Joe Broomfield (Allerdale Borough Council) (JB)
 Chris Harper (Podgy Paws) (CH)
 Vanessa Metcalfe (Keswick Tourism Association) (VM)

1. Apologies

Apologies for absence were received from:
 David Quainton (Keswick Rotary Club) (DQ)
 Councillor Tony Lywood (TL)
 Sue Plant (Events Co-ordinator) (SP)
 Phil Byers (Geraud Markets) (PB)
 David Roberts (Keswick Lions Club) (DR)

2. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the Minutes of the Events Committee Meeting held on the 21st May 2019 (pages 1-2).

3. Midsummer Festival 28th, 29th and 30th June 2019 – Debrief

Rock Night

- No issues reported
- Numbers down compared with previous years
- Mixed reception to music from Zen
- Difficulties with cars coming into Square one at a time when band packing up
- Music louder than last year - second set of speakers provided
- Collection for Calvert Trust (later confirmed that £606 had been collected)

Main points for next year

Need to look at traffic in the Square

Need to give some thought to suitable performers

Landscape Painting Competition

- Only 3 adult entries – prizes divided
- 101 children's entries in 3 categories

Will do only children's competition next year with possible 'movie short' competition also

Prom in the Park

- Thanks to Shelagh Hughes for doing a tremendous job once again
- Rain spoiled the end of the Proms but music continued after it stopped raining
- Skiddaw Strings good
- Need more Councillors to volunteer
- Plastic 'glasses' deposit scheme worked well
- Less rubbish than previous years
- £1100 from bucket collection
- Better communication with Café West needed next year re use of electricity and chairs

Scruffs

- Full report from CH attached to these Minutes
- Most popular event was terrier racing
- Will keep classes the same next year (save money on posters)
- Winners enclosure worked well
- Sponsors happy and will sponsor again next year
- Will provide sashes for judges next year
- Market stalls need to be 'tighter' – went out too far from main activity
- Most stalls did well
- Suggested 'Scruffs 2020' t-shirts for staff next year
- Sumo wrestling raised income for Rugby Club (£60)

Publicity

- Some 'glitches' with getting information to KTA and Reminder
- A4 posters don't work – too small and too wordy
- LW/SP to put publicity plan together for next year with help from VM

General

- Suggested a simple financial statement be published showing costs and income
- Sponsors needed for Prom and Rock night next year
- Dates for 2020 – 26th; 27th and 28th June

4. Christmas Lights Switch On – Friday 22nd November 2019

- Firemen agreed to perform switch on
- Committed To Rock invited to perform

5. VE/VJ Day Celebrations 2020

- PT submitted an idea of a street party/market selling food etc
- Union Jack bunting – Town Council to do?
- Revd Charles Hope organising a co-ordination meeting – PT/DB/AD attending
- To be discussed further at next meeting

6. Updates from Partners

- Lions club event taking place on Sunday 18th August in Fitz Park – 'A Walk in the Park'- sponsored walk and Fun Day

7. Date of Next Meeting

Tuesday 6th August 2019 at 10.30 am (apologies noted from VM).

Chair

Date