

KESWICK TOWN COUNCIL

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

12th March 2020

A meeting of Keswick Town Council will be held in the Council Chamber, First Floor, Council Offices, Keswick, on Thursday 19th March 2020 at 7.30 pm. **The press and public are welcome to attend.**

Prior to the meeting, at 7.00 pm, there will be a presentation by Emma Moody, Lead Strategy Adviser, Recreation and Sustainable Transport, Lake District National Park Authority (LDNPA), on the LDNPA's Transport Strategy and carbon footprint data.



Lynda Walker
Town Clerk

AGENDA

1. **Apologies**
To receive apologies for absence.
2. **Minutes**
To authorise the Chairman to sign as a correct record the minutes of the Town Council meeting held on Thursday 20th February 2020 (pages 51 - 58).
3. **Requests for Dispensations**
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
4. **Declarations of Interests**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.
5. **Police Attendance**
To receive the newsletter of the Allerdale Rural Neighbourhood Policing Team (if available) - Inspector Rachel Gale will attend the meeting.
6. **Matters to be received from the Public**
Such matters may be received throughout the meeting, however items raised should not be discussed for longer than 10 minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.
7. **Matters to be raised by Councillors**
An opportunity for Councillors to raise any unforeseen matters which are not on the agenda, with the consent of the Chair, and which do not require a decision – items raised should not be discussed for longer than 10 minutes.

- 8. Applications for Development**
 - i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority
 - ii) To receive update on National Park Planning Decisions

- 9. Keswick to Threlkeld Railway Multi-User Trail**

To receive response from the LDNPA to the vote of no confidence in the Board and to consider any further action.

- 10. Coronavirus Update**

To consider advice from Cumbria Association of Local Councils and to agree any action required.

- 11. Mayor's Report**

To receive details of the Mayor's engagements and meeting attendance for the period 14th February 2020 – 12th March 2020.

- 12. Reports from Ward Representatives**

To receive reports from the following representatives:

 - i) Allerdale Borough Council Ward Representatives – report of the Overview and Scrutiny Committee Task and Finish Group on Climate Change.
 - ii) Cumbria County Council Ward Representative
 - iii) Lake District National Park Authority North Distinctive Area Parishes Representative.

- 13. Reports from Representatives on Outside Bodies**

To receive a report from Councillor Titley - Keswick Flood Action Group

- 14. Impact of Migrant Worker Salary Threshold**

At the request of Councillor Dunn, to consider making representations about the impact on Keswick as a tourism destination of the proposed migrant worker salary threshold of £25,600.

- 15. Himalayan Balsam**

At the request of Councillor Lansbury, to consider how the Town Council can work with other organisations to address the removal of Himalayan balsam in the town (minute no. 75 refers): *Councillor Lansbury raised the issue of the presence of himalayan balsam on various areas of land in the town and asked for an item to be placed on the agenda for the meeting in March 2020 to consider co-ordinating a community effort to remove this invasive plant.*

- 16. Footway Lighting**

To consider letter from Allerdale Borough Council regarding future arrangements for payment of electricity costs of footway lighting.

- 17. Payment of Accounts**

To confirm the payment of accounts for March 2020 as approved by the Inspection Committee (to be circulated at the meeting) for:

 - i) The Town Council
 - ii) The Trusts

- 18. Annual Review of the Effectiveness of Internal Financial Control**

To receive a report following the Annual Review of the Effectiveness of Internal Financial Control by Councillors Daniels and Burn.

19. Town Council Insurance Renewal/Review – Zurich

To receive details of insurance policy renewal from Zurich.

20. Clerk's Report

To receive the Clerk's report.

21. Correspondence

To consider the following correspondence:

- i) Letter from a member of the public regarding Lake District National Park Authority
- ii) Cumbria County Council – withdrawal of Whitehaven to London National Express service

Prior to consideration of the following business, the Chairman will move 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'

22. Staffing

To receive for adoption revised Grievance and Disciplinary policies.

23. Minutes of Committee Meetings

To receive for information the Minutes of the Staffing Committee meeting held on 14th February 2020.

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held in the Council Chamber, Council Offices, 50 Main Street, Keswick on Thursday 20th February 2020 at 7.30 pm.

Present:

Chairman
Councillor David Burn

Alexandra Boardman
Alan Dunn
Tony Lywood
Paul Titley

Markus Campbell - Savours
Steve Harwood
Duncan Miller

Allan Daniels
Sally Lansbury
Adam Paxon

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), 1 member of the press and 20 members of the public.

Prior to the meeting, Carol Rennie gave a presentation about the Community Renewable Energy Scheme which was a Suskes initiative that a number of local businesses had signed up to. A lottery grant was available for a feasibility study and a request was made for the Town Council to be a partner and to submit the grant application. It was agreed to place an item on the agenda for a future meeting.

194. Apologies

Apologies for absence were received from Dr Geoff Davies (Lake District National Park Authority (LDNPA) North Distinctive Area Parishes' representative).

195. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 16th January 2020 (pages 47 - 50).

196. Requests for Dispensations

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

197. Declarations of Interests

Declarations of personal interests in respect of items on the agenda were received from:
Councillor Lywood – item 10 (member of LDNPA Board)
Councillor Harwood – item 21 (race organiser)
Councillor Boardman – item 8 (i) application no. 7/2020/2026 (neighbour of applicant)

198. Police Report

RECEIVED the newsletter of the Allerdale Rural Neighbourhood Policing Team. Councillor Boardman said that she had reviewed the statistics available on the website and commented on the number of incidents classified as 'violent and sexual offences'. The Chair advised that this could be raised at the next meeting when Inspector Gale would be present.

199. Matters to be received from the Public

A local resident commented on the poor condition of the 'Howrahs' public footpath. The Clerk advised that an officer from the County Council had advised her that repairs would be carried out when a period of dry weather was forecast which would enable the surface to harden. It was suggested that the situation should be monitored.

A local hotelier commented on the Keswick Transport Study and supported the idea of a Community Parking Management Scheme. However, he considered that the Study had been too narrow in its scope and did not address the root cause of the problems.

200. Matters to be raised by Councillors

Councillor Dunn expressed concern about the impact on Keswick as a tourism destination of the proposal to impose a minimum earnings limit on workers from the EU following Brexit. He felt that the levels suggested would be an impediment to recruitment. It was agreed to place an item on the agenda for the next meeting.

201. Applications for Development

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

Plan ref.	Description of Development Location
T/2020/0018	Fell 1 horse chestnut (T946); removal of dead wood and hung up branches along river bank - group of trees (G962) Lower Fitz Park, Station Road, Keswick <i>Declared Interest</i>
7/2019/2276	Balcony Lowseswater, Penrith Road, Keswick, CA12 4NE <i>No comments made</i> SUPPORT
7/2019/2295	Change of first floor single glazed display windows to double glazed grey UPVC to improve the aesthetics of the building and the internal energy performance 35 Main Street, Keswick, CA12 5BL <i>Object - due to the prominent position of this property which is in a Conservation Area we would recommend the suggested windows be timber made. The submitted drawings do not relate to the photographic illustration included with application</i> OBJECT
7/2020/2001	Demolition of a semi - derelict workshop/store building and construction of a 1 bedroom local needs dwelling following refusal of planning application 7/2019/2149 Site off George Street, Rear of 16 Church Street, Keswick, CA12 4DT <i>Object - this application remains an overdevelopment on a restricted site by increasing existing building to 2 storeys creating a significant overshadowing effect on all neighbouring properties and overlooking the existing houses opposite on George Street only 5 metres away. This would also result in increased parking demand in an already congested area. Whilst it is an improvement on the previous application it is not sufficient to justify a dwelling on this site</i> OBJECT
7/2020/2003	Landscape works to the rear courtyard including erection of small shelter

- Old Windebrowe and adjoining barn, Windebrowe, Keswick, CA12 4NT
No comments made
SUPPORT
- 7/2020/2015 To put up a metal black flue for a multi fuel stove
Loweswater, Penrith Road, Keswick, CA12 4NE
Object - visually obtrusive when viewed from riverside path in Upper Fitz Park.
OBJECT
- 7/2020/2016 1 x Fascia sign and 1 x Hanging sign - retrospective
11 Bank Street, Keswick, CA12 5JY
No comments made
SUPPORT
- 7/2020/2018 Refurbishment of dwelling including alterations to integral garage, addition of velux windows and replacement of porch
Gower, Blencathra Street, Keswick, CA12 4HW
No comments made
SUPPORT
- 7/2020/2026 Works to existing house conversion to improve external access to three flats within (with the addition of an internal communal stairwell and replacement existing entrance porch) and add to external amenity with 2 no. new balconies following approval of planning permission 7/2019/2232
24 Stanger Street, Keswick, CA12 5JU
No comments made
SUPPORT
- 7/2020/2027 Alterations and resurfacing of forecourt and beer garden areas
Keswick Brewing Co, The Old Brewery, Brewery Lane, Keswick, CA12 5BY
No comments made
SUPPORT
- 7/2020/2031 Approval of details reserved by condition on planning permission 7/2019/2229: condition 4 (tree protection & construction method statement) -extension to form improved workshop service area and office
The Hub, Elliot Park, Keswick, CA12 5NZ
No comments made
SUPPORT
- 7/2020/2032 Alterations to ground floor shop front comprising lowering of the stone sills and installation of larger timber framed windows. Installation of timber fire escape door to the northern elevation.
4 Main Street, Keswick, Cumbria, CA12 5JA
No comments made
SUPPORT

- 7/2020/2037
New signage
Oddfellows Arms 19 Main Street, Keswick, CA12 5BL
No comments made
SUPPORT
- 7/2020/2038
New signage (Listed Building Consent)
Oddfellows Arms, 19 Main Street, Keswick, CA12 5BL
Support - as per planning application 7/2020/2037
SUPPORT
- 7/2020/2039
Erection of Hotel (C1) with restaurant/bar (A3/A4) at ground floor, together with means of access, car parking, creation of loading/delivery bay and ancillary works
Former Ravensfield Care Home, High Hill, Keswick, CA12 5NX
- Object - Although the vacant site detracts from this area the nature and scale of this building is detrimental to the character and quality of the environment within the High Hill part of Keswick. Our objection is based on the scale and mass of the building, design details, car parking provision and flood resilience.*
- It is acknowledged that the site currently has a planning permission for a 50 bedroom residential care home in a 3 storey building which has not been implemented but remains live. It is also noted in pre-application advice from the LDNPA that the site is appropriate for development as a hotel. However it stresses that any development should not be of a nature and scale which would be detrimental to the character and quality of the environment. It is our view that this proposal for a 71 bedroom hotel creates an overall building size which is too large for this restricted site. Whilst a case is made to justify additional hotel accommodation to support tourism in Keswick, there is no case to justify why it needs to be 71 bedrooms on this site. The principle of a 3 storey building has been accepted but the additional floor level on the rear projection, making it effectively 4 storeys high, significantly increases the mass of the building in an unacceptable way.*
- On design details we consider that an effort has been made to provide interest and variation on the front elevation to High Hill which is acceptable. However the rear projection, which is prominently visible from the Cumbria Way footpath from Keswick to Portinscale, has a very mundane repetitive window pattern. This is exacerbated by the additional floor level referred to above which significantly increases the building mass. Given this path is a major well used pedestrian route we feel the rear of the building is as important as the effort made on the front elevation. The bulk of the double gable end - from the town side - also falls into this category as it dominates the former, Grade II listed, Keswick School of Industrial Arts building which has windows in close proximity to this gable end.*

We endorse the LDNPA's wishes that there should be a clear strategy for dealing with staff accommodation, staff parking and sustainable travel arrangements. This does not seem to have been addressed at this stage other than a desire to recruit staff locally.

With regard to car parking, we are concerned that the ratio of spaces to rooms is low - again exacerbated by the number of bedrooms. It is noted that the principle put forward from the recent Transport Study is that there is an under-use of spare capacity in local car parks at certain times which can be used by hotel guests. The study also drew attention to the problem of over-congestion of parking in backstreets. The aim is to address this with a plan to direct parking to make use of this spare capacity in existing car parks combined with parking restrictions in backstreet areas. Consequently any use of this spare capacity by a new hotel restricts the extent to which the backstreet problem can be addressed. It is acknowledged that the majority of existing hotels and guest houses in the town do not have parking to current standards historically. Because this contributes to congestion problems at key times our understanding is that new buildings should aim to provide parking to standards set out in the Cumbria Design Guide, to avoid adding to current problems. We wish to make LDNPA planners aware that there is currently free parking available to residents of High Hill. In the absence of parking enforcement in this area, we find it unlikely that a development of this scale would not severely affect the parking available for these residents.

With regard to flood resilience it is noted that the recommended raised height of the ground floor level was 79.59m (i.e.1.39m above pavement level) in the planning permission granted for the 50 bedroom care home in 2014. Following the 2015 floods this was raised upwards to 79.90m in the 2017 application for a 60 bedroom hotel, which was subsequently withdrawn. The ground floor level here has been reduced down to 79.54m i.e.360mm lower than advised following the 2015 floods. This seems illogical given the flood risk status of this site. This is a matter for the Environment Agency to comment on.

We are also concerned to see that foul and surface water drainage is proposed to connect into an existing drain at the rear of the site which connects into a 100mm diameter United Utilities combined drain. This seems to be inadequate for the high volume which will result from a development of this size. In a flood situation when the whole system is overloaded there is a danger that foul water drainage can back up and discharge contaminated water - which has happened in previous floods. What measures are proposed to prevent foul water drainage backing up and causing contamination within

the hotel? We also suggest that the external areas within the site area should have a permeable surface.

We fully support all comments made by Keswick Flood Action Group report submitted to LDNPA separately.

OBJECT

- ii. **RECEIVED** update on National Park Planning Decisions.

202. Keswick Flood Action Group (K FAG)

Correspondence sent by K FAG to Trudy Harrison MP, including the 'K FAG Memorandum' containing three targets for the management of Thirlmere reservoir, was noted.

Lynne Jones, Chair of K FAG, advised that a reply had now been received offering a 'technical meeting' with United Utilities on 20th March – this was long overdue as a previous commitment had been made to meet on a quarterly basis.

RESOLVED that the Town Council support the 'K FAG Memorandum', and that a letter requesting an end to delays in the introduction of legislation to impose a statutory duty on water companies to control reservoirs for flood alleviation be sent to the Secretary of State.

203. Keswick to Threlkeld (K2T) Trail

The Mayor reported on behalf of the Working Group on action taken since the last meeting which included correspondence with UNESCO and the LDNPA, and attendance at the LDNPA Board meeting held on 19th February 2020 when Councillor Lywood, a Board member, had put forward a proposal that the planning approval be amended to change the surface material of the trail. A majority of the Board had voted against his proposal.

RESOLVED

- i) That Keswick Town Council support Councillor Tony Lywood's efforts to get the LDNPA to change its stance on the surface material to be used on the K2T trail. Furthermore, that this Council does not believe that a complaints procedure should be used to suppress free speech.
- ii) That a unanimous vote of no confidence be passed in the Board of the Lake District National Park Authority, as the Town Council has been trying to engage meaningfully with the Authority since April 2019 and has been met with a constant refusal to consider new evidence or any viable compromise, such as the use of Ultitrec; and the LDNPA is refusing to listen to the local community and has used delaying tactics throughout, using its procedures to 'run down the clock'.

(Councillor Lywood left the room for the vote on this item)

204. Mayor's Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 10th January 2020 – 13th February 2020.

205. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives – Councillor Lansbury reported that meetings had taken place with Keswick Museum regarding their request for support. She was also involved in discussions regarding proposed changes to provision of car parking permits for hotels and guest houses and meetings with the Climate Change Task and Finish Group. Councillor Daniels reported that approval had now been given for the Keswick market to be managed 'in house' and he and other representatives on the Events Committee would be meeting the relevant officer to discuss continued support for events. Councillor Campbell-Savours hoped that this change in management of the market may be helpful in addressing the illegal street trading situation.

- ii) Cumbria County Council Ward Representative – Councillor Lywood reported on discussions which had taken place regarding a possible move to a unitary authority for Cumbria. It was likely that there would be two unitary authorities covering the County – North and South Cumbria, with an elected mayor. There was a possibility that County Council elections due to take place in May 2021 could be suspended.
- iii) Lake District National Park Authority North Distinctive Area Parishes Representative – Dr Geoff Davies submitted a written report.

206. Allerdale Borough Council – Draft Delivery Plan 2020-24

Consideration was given to the Borough Council's four year Delivery Plan setting out how it will deliver against the priorities set out in its new Council Strategy 2020-2030.

RESOLVED that the following comments be made in response to the consultation:

- i) Resilient Communities - That a new Leisure Centre should be provided in Keswick, particularly in view of the contribution made to the Borough Council from car parking charges in the town
- ii) A cleaner, greener Allerdale – that actions should be incorporated into the delivery plan in a more formal way

207. Reports from Representatives on Outside Bodies

RECEIVED reports from the following representatives

- i) Keswick Youth Centre – Councillor Campbell-Savours reported that the Youth Club was continuing to meet and more than 30 children were currently involved in various activities. A revised planning application for a new centre was due to be submitted soon which addressed concerns raised previously.
- ii) Keswick Ministries Town Liaison Group – Councillor Paxon reported that in his opinion the meetings were not purposeful and needed some invigoration.

208. Payment of Accounts

RESOLVED that the accounts for February 2020 as approved by the Inspection Committee be authorised for payment for:

- i) The Town Council, vouchers 193 - 208, amounting to £21,393.10 (twenty one thousand three hundred and ninety three pounds and ten pence)
- ii) The Trusts, vouchers HP201 - FP198, amounting to £15,321.73 (fifteen thousand three hundred and twenty one pounds and seventy three pence)

209. Review of Internal Control and Audit

Consideration was given to the report of the Responsible Financial Officer.

RESOLVED that Councillors Burn and Daniels be appointed to carry out the annual review of the effectiveness of the current system of internal financial control and report back to the Council.

210. Annual Review of Risk Management

Consideration was given to the report of the Responsible Financial Officer.

RESOLVED that the report be noted and approved for adoption by the Council.

211. Climate Change Emergency

RECEIVED an update from the Working Group.

212. Minutes of Committee Meetings

RECEIVED for information the Minutes of the Events Committee meeting held on 4th February 2020.

213. Clerk's Report

RECEIVED the Clerk's report.

RESOLVED that a Memorandum of Agreement be signed with Cumbria County Council as the Highways Authority confirming the Town Council's responsibility for the Speed Indication Device to be provided at Chestnut Hill.

214. Correspondence

Consideration was given to the following correspondence:

- i) Keswick Athletics Club – route for annual 'Round the Houses' race on 22nd April 2020 - noted.

The meeting finished at 9.40 p.m.

Chairman

Data

Planning Applications received between 14/02/2020 - 12/03/2020

Plan ref	Location	Description of Proposed Development
7/2020/2042	6, Riverside Court, Elliot Park, Keswick, CA12 5NS	Application to modify S106 Agreement on planning approval reference 7/1990/2342 relating to local occupancy clause
7/2020/2056	13 Bank Street Surgery, Bank Street, Keswick, CA12 5JY	Change of use of first floor to A3 (café) and installation of fire escape staircase
7/2020/2057	13A, Fenton, Keswick, CA12 4AZ	Erection of garage
7/2020/2061	21, Brandlehov Crescent, Keswick, CA12 4JE	Extensions and alterations
7/2020/2063	7, Museum Square, Keswick, CA12 5DZ	One illuminated projecting sign and two illuminated fascia signs
7/2020/2066	Keswick Mini Market, 35, Main Street, Keswick, CA12 5BL	Proposed installation of a Euronet NCR Self Serv 26 ATM through the shop front elevation
7/2020/2067	Keswick Mini Market, 35, Main Street, Keswick, CA12 5BL	Proposed installation of a Euronet NCR Self Serv 26 ATM through the shop front elevation (Advertisement Consent Application)
7/2020/2069	Dog & Gun, 2, Lake Road, Keswick, Cumbria, CA12 5BT	Installation of new projecting awning, wall mounted heaters to external elevation and erection of bin store
7/2020/2070	Dog & Gun, 2, Lake Road, Keswick, Cumbria, CA12 5BT	Installation of new projecting awning, wall mounted heaters to external elevation and erection of bin store (Listed Building Consent)
7/2020/2072	Malindi, The Heads, Keswick, CA12 5ER	Proposed single storey extension to the side and rear
7/2020/2074	Lake District Inns Ltd, 18 - 20 Lake Road, Keswick, CA12 5BX	Variation of condition no. 2 of planning permission ref. 7/2018/2339 (Conversion of hotel to aparthotel) to allow retention of cellar bar and beer garden, reduction of guest studios from 6 to 5 and various design amendments
7/2020/2075	Manor Crest, Manor Brow, Keswick, CA12 4AW	Proposed ground floor infill extension, first floor side extension, loft conversion, facade alterations and all associated works, following refusal of 7/2019/2291

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 14/02/2020 & 12/03/2020

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2019/2078	May-19	Keswick Ministries, Skiddaw Street, Keswick	CA12 4BY	Change of use from a Courtyard to a Car Park	SUPPORT	GRANTED		
7/2019/2301	November-19	7 The Bungalows, Windebrowe Avenue, Keswick	CA12 4JH	Alterations to existing dwelling and subdivision to form two separate self contained dwellings	SUPPORT	GRANTED		
7/2019/2314	December-19	Doctors Surgery, 13 Bank Street, Keswick	CA12 5JY	Change of use to A3 (café & restaurant)	OBJECT	GRANTED		
7/2019/2336	January-20	Maiden Moor, The Heads, Keswick	CA12 5ER	Construction of new dwelling	OBJECT	Withdrawn application		
7/2020/2001	January-20	Site off George Street, Rear of 16 Church Street, Keswick	CA12 4DT	Demolition of a semi - derelict workshop/store building and construction of a 1 bedroom local needs dwelling following refusal of planning application 7/2019/2149	OBJECT	REFUSED		
7/2020/2003	January-20	Old Windebrowe and adjoining barn, Windebrowe, Keswick	CA12 4NT	Landscape works to the rear courtyard including erection of small shelter	SUPPORT	GRANTED		
7/2020/2018	January-20	Gower, Blencathra Street, Keswick	CA12 4HW	Refurbishment of dwelling including alterations to integral garage, addition of velux windows and replacement of porch	SUPPORT	GRANTED		
7/2020/2026	January-20	24, Stanger Street, Keswick	CA12 5JU	Works to existing house conversion to improve external access to three flats within (with the addition of an internal communal stairwell and replacement existing entrance porch) and add to external amenity with 2 no. new balconies following approval of planning permission 7/2019/2232	SUPPORT	GRANTED		
7/2020/2037	February-20	Oddfellows Arms 19, Main Street, Keswick	CA12 5BL	New signage	SUPPORT	GRANTED		
7/2020/2038	February-20	Oddfellows Arms 19, Main Street, Keswick	CA12 5BL	New signage (Listed Building Consent)	SUPPORT	GRANTED		



**Lake District
National Park**

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

By e-mail

lynda@keswicktowncouncil.gov.uk

28 February 2020

Dear Lynda

Our Reference: ExBd/MM/CM
Subject: Keswick to Threlkeld multi user Trail

Thank you for your letter dated 21 February 2020, informing me of the decision made by Keswick Town Council at its meeting on 20 February 2020, relating to the Lake District National Park Authority.

I note in-particular your resolution that a complaints process should not be used to suppress freedom of speech. The Town Council will be aware, from Mr Lywood's own statements to the press and public, that he is the subject of a confidential complaints process with the Lake District National Park Authority, and he has made statements to the press that this is to suppress his freedom of speech. The Lake District National Park Authority treats all complaints against its members in confidence and with impartiality, and it is therefore unable to respond to this assertion while a complaints process is taking place. We have instructed an independent third party to carry out the investigation precisely to ensure that Mr Lywood's allegations of our curtailing his freedom of speech are addressed, and to ensure that ALL facts, rather than just those reported in the press, are fully considered.

Keswick Town Council will be aware that member complaints have both a subject member and a complainant. It appears to us that the Council has passed this resolution without being fully informed of all the facts relating to the matter. I respectfully suggest that you wait for the results of the independent investigation and the publishing of all relevant facts before drawing conclusions and predetermining the outcome of a matter.

With regards to your assertion that we have failed to engage meaningfully with you, I note that officers have responded to all your concerns and Freedom of Information requests in full, have taken into account your comments on the planning application, and have provided you with opportunities to speak to members at Committee in accordance with our processes. I also note that you have lobbied all members individually. The Authority simply disagrees with your

conclusions – this is not a lack of consultation. Dealing with these matters has taken an inordinate amount of officer time, and officers are no longer prepared to continue to cover the same matters again and again, when these issues have been considered on several occasions and you have been provided with clear responses. Unless any new information is forthcoming, we do not propose to deal any further with these matters.

Yours sincerely

Mike

Michael McKinley

Chairman

Direct: 01539 792636

Email: Michael.McKinley@lakedistrict.gov.uk

Subject **IMPORTANT CORONAVIRUS UPDATE**
From Bagshaw, Samantha
<Samantha.Bagshaw@cumbria.gov.uk>
To Cumbria Association, of Local Councils
<calc@cumbria.gov.uk>
Copy Shaw, Chris <Chris.Shaw@cumbria.gov.uk>, McCleery,
Amanda <Amanda.McCleery@cumbria.gov.uk>,
Hutchinson, Sonia D <Sonia.Hutchinson@cumbria.gov.uk>
Date 2020-03-11 10:06
Priority Highest

K C S

Dear Colleague,

Coronavirus Update

Please share this message with your councillors. As you will be aware, the Coronavirus has spread to Cumbria with a small number of people being infected. It is important that everyone follows the government guidance set out on the link below, which is part of the "containment" phase of government's policy to halt the spread of the virus.

<https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

CALC has received a number of queries about holding council meetings given the concerns about the virus spreading. CALC's advice, having discussed it with NALC, is that any councillor who does not wish to attend a council meeting due to concerns about their own health can send their apologies to the meeting. If the meeting is therefore going to be inquorate, it will have to be re-scheduled. It is also important that any councillor who attends a meeting with a cold or cough should be asked to leave.

It is also recommended that councils remind themselves of the arrangements they have in place for delegation of powers in the face of members being unavailable in the coming weeks and take any steps they consider necessary to address any concerns about business continuity.

CALC training will continue to run as normal, until such time as the guidance changes. If anyone booked on the course has any concerns, then please get in touch and we can discuss options.

Finally, please be extra vigilant about any communal spaces that you use – if telephones, computers or kitchens are shared, please make sure that you wipe them down with antiseptic wipes on a regular basis and that surface areas are kept very clean.

Kind regards,

Samantha

Samantha Bagshaw
Chief Officer
Cumbria Association of Local Councils (CALC)

Our contact details:

~
Samantha - Monday to Wednesday, Sonia - Thursday and Friday

Post: Fire and Rescue Service Headquarters, Carleton Avenue, Penrith, Cumbria, CA10 2FA

Email: office@calc.org.uk

Telephone: 01768 812663

Web: www.calc.org.uk

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KESWICK TOWN COUNCIL**TOWN COUNCIL MEETING 19th MARCH 2020****MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 14th February 2020 – 12th March 2020

Friday 14 th February	Staffing Committee Meeting, held in Council Chamber
Friday 14 th February	Meeting with Chair of Flood Action Group, held at Crosthwaite Rd, Keswick
Monday 17 th February	Keswick Museum New Exhibitions Launch
Monday 17 th February	K2T Working Group Meeting, held in Council Chamber
Tuesday 18 th February	Meeting with Chair of Flood Action Group, held at Crosthwaite Rd, Keswick
Wednesday 19 th February	Attendance at LDNPA meeting, held at Murley Moss, Kendal
Thursday 20 th February	Keswick Senior Citizens Club celebration, held in Drop -in centre
Thursday 20 th February	K2T Working Group Meeting, held in Council Chamber
Friday 21 st February	Telephone interview with The Times newspaper, re: KTC's vote of no confidence in the LDNPA Board, and complaint against Cllr Lywood
Saturday 22 nd February	Committed 2Rock Choir performance of "Night and Day" held at Theatre by the Lake
Monday 24 th February	Meeting with ABC Destination Manager re: Keswick Street Markets. Held in Council Chamber, and accompanied by Councillors Titley, Daniels and Lansbury.
Tuesday 25 th February	Meeting with Police and CCC Highways re: High Hill SID. Held at Cockermouth Police Station, and accompanied by Cllr Lywood.
Thursday 27 th February	Telephone interview by Independent Investigator re: LDNPA's complaint against Cllr Lywood
Monday 2 nd March	Attendance at Public Meeting re: Premier Inn's planning application, held in Back Bar, Inn on the Square Keswick
Friday 6 th March	2020 Words by the Water Festival of Words and Ideas reception, held at Theatre by the Lake, Keswick
Friday 6 th March	Meeting with MP & others re Premier Inn planning application, held in Skiddaw Hotel, Keswick

**REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE
TASK AND FINISH GROUP ON CLIMATE CHANGE:**

Background

On 25 September 2019, Allerdale Borough Council agreed a motion relating to climate change and made a specific commitment to reducing carbon emissions. The full motion is attached at Appendix A. The Overview and Scrutiny Committee was requested to consider how Council could respond to the commitments in the motion and a Task and Finish Group (TFG) was set up to lead this work. The TFG met a number of times and held a workshop for external stakeholders to discuss our emerging thinking and to feed in any information they felt was relevant. The group has also considered the petition presented to the Council on 11 December 2019, which was integrated into its consideration of the motion. The list of Members of the TFG is attached at Appendix B and a report from the stakeholder workshop is attached as Appendix E.

As part of its work, the TFG received presentations on a number of different topics, including the Council's Local Plan and Cumbria's Joint Health Strategy. It also considered information from other local authorities (e.g. Stroud District Council and South Lakes District Council), as well as other bodies such as Friends of the Earth and Zero Carbon Britain. The key documents considered by the TFG are listed in Appendix D.

Findings

The Task and Finish Group make the following over-arching findings –

1. That the Council secures its response to climate change through inclusion within a Portfolio Holder's remit and with an appropriate level of dedicated officer support time.
2. That a standing Climate Change Group reporting to Executive be created to drive forward the Council's response to climate change. Such a group should consist of Councillors and senior officers having the authority to direct resource to deliver any and all actions necessary with the agreement of the Portfolio Holder. This group, in consultation with the senior management team, will be responsible for policy and budgetary recommendations, assessing implications and overseeing actions to deliver the strategy and action plan (see 3, 4, 5 and 7 below). It will also be the responsibility of this group to ensure that Council actions are both compliant with relevant government plans and legislation, and consistent, to avoid duplication or conflict.

The Group would have responsibility for creating and delivering the Council's Climate Change Strategy and Action Plan and for publishing an annual report on progress.

The Group would involve external experts to provide advice on wider climate change initiatives that may be relevant to the Council. A suggested remit for such a Group is attached at Appendix C. All members of the current Task and Finish Group would be willing to join this group.

3. That the Council's Climate Change Strategy and Action Plan referred to above (see proposed draft action plan at Appendix H) be updated to reflect the Joint Health Strategy

commitments, as well as the 25 September 2019 Motion (Appendix A) and the discussions that have taken place at Council, both at the September 2019 meeting when the motion was agreed and at the December 2019 meeting where the issue of climate change was further discussed. Furthermore, it will need to reflect developing Government policy in the area of climate change, in particular the Environment Bill that is currently going through Parliament.

It will also need to take account of the work being taken forward by the Cumbria Chief Executives Group and Cumbria Leaders Board Climate Change Working Group (which is looking at how we make Cumbria net zero), as well as commitments made by other local authorities in Cumbria - see diagram of groups and relationships at Appendix G.

4. That the Council's Senior Management Team and any other officers with climate change related responsibilities should receive relevant training on how to develop climate change policy and how to embed such policy into all activities of the Council. Similar training should be offered to any interested councillors or officers. Some suggested training course providers are listed in Appendix F.
5. That a Stakeholder Engagement Plan be developed and maintained that sets out how the Council will interact with and learn from groups including those representing residents, industry, climate change experts, other local authorities, central Government and young people.

The Stakeholder Engagement Plan should include details of how the Council will publicise its climate change activities and how those outside of the Council might engage with, support and influence those activities going forward. It will also need to start from today so that stakeholders may be reassured that we take climate change seriously, that we are taking appropriate action and that they may be involved in the development of our response.

Once the Council's Climate Change Strategy and Action Plan has been created, the Stakeholder Engagement Plan should be attached and its effectiveness be reviewed as part of the annual report on progress mentioned above. Attached at Appendix G is a suggested stakeholder map which reflects input from Members of the TFG as well as those who attended the stakeholder workshop on 17 January 2020.

Alongside the following recommendations specific to the Motion –

6. The target of becoming carbon neutral by 2030 is very challenging. While we recommend it should be retained as a target and used to keep up the pressure on central Government to support our work, it is more important that the Council focuses on developing and delivering a viable, sustainable response to the challenge of climate change, rather than risk becoming distracted by and possibly disheartened by, a deadline. The 2030 date should be kept under review and could possibly be revised as our understanding of what is possible improves.
7. In support of this, the Council should carry out a "climate change audit" in order to help identify where the main challenges are and to inform the development of the Council's Climate Change Strategy and Action Plan. The Local Authority Climate Change Policy Group (which includes representation from Allerdale Borough Council) has been developing a set of guidelines which can be used as a basis for establishing a baseline carbon footprint. This

developing guidance, along with advice and guidance that is also available from Cumbria Action for Sustainability (CAfS), should be used as the basis for the proposed audit.

8. In support of our recommendations, the Council should consider what actions it can take immediately. As an example, the TFG suggests that we build on the good work that is already happening in planning policy, environmental health, and community services.
9. The Council should adopt the use of a pre-validation checklist for planning applications – see draft at Appendix I.
10. The Council should place specific emphasis on ensuring it has a sustainable procurement policy.
11. The Council's Climate Change Strategy and Action Plan should be produced by June 2020 to allow its recommendations to feed into the next available budget cycle (for 2021/22).
12. The Council should immediately include the consideration of climate change and the environment as part of the decision-making process of the Council, the Executive and the Senior Management Team. All relevant reporting templates will need to be updated to reflect this additional requirement and we are pleased to note that this work is already underway.
13. There are a number of existing groups that the Council participates in or supports. The effectiveness of these should be evaluated before the merits of setting up an Allerdale Partnership Climate Change Group as suggested in the Motion are considered. The Council will need to ensure it is satisfied that all stakeholders are kept engaged in our response to the challenge of climate change but how it does that is a matter for it and the stakeholders to decide and review on a continuing basis.
14. The Council should work closely with town and parish councils across Allerdale, many of whom have already started taking action in relation to climate change.
15. Similarly, the Council should work closely with the retail and other industries in order to learn from and/or influence their climate change activities.
16. The Council should respond to the specific concerns of young people and address their vision for the future locally and globally.
17. The Council should ensure that it continually learns from the experience of others, including CAfS, the Cumbria LEP, other local authorities, local industry and all those organisations listed on the stakeholder map at Appendix G.
18. The Council should consider how best to continue to engage with the wider public, to improve their understanding of what they can do in terms of recycling and other climate change related activities and to encourage them to work with the Council in order to meet the challenge of climate change.

Report from the North DA Parishes Member of the LDNPA – February 2020

The meeting of Development Control Committee (DCC) on 5th February was a fairly full day. There were 10 applications to be determined and 5 of these included public speaking (two of them having both an objector and an applicant speaking). The meeting closed some 4 hours 41 minutes after it had begun.

The final item on the agenda was a report on the performance of the Development Management Service. These reports are presented quarterly to DCC and, as the reporting year begins on April 1st, this one was for Quarter 3, and it presented cumulative figures for the year 2019-20 so far.

National Government sets some targets that Local Planning Authorities (LPAs) are expected to achieve. For example, one set of targets relates to the speed of determination of applications. At least 60% of major applications should be determined within 13 weeks, at least 65% of minor applications within 8 weeks and at least 80% of “other” applications within 8 weeks. The LDNPA performance for this year so far is:

- 100% (11/11) major applications were determined within 13 weeks
- 82% (252/307) minor applications were determined within 8 weeks
- 90% (329/367) “other” applications were determined within 8 weeks.

93% of applications determined so far this year have been approved. This is very much in line with previous years: the corresponding figures for 2018/19 and 2017/18 were 95% and 94% respectively. The percentage of applications determined by officers under delegated powers has remained at 92% for each of the last three years.

An important indicator of the soundness of planning decisions is the percentage of appeals allowed. According to the Planning Portal¹ the Planning Inspectorate’s records show that, over a period of many years, the proportion of appeals that succeed has remained stable at about 1 in 3. The quarterly report shows that, for the year to date, 3 out of the 10 planning appeals made against LDNPA decisions have succeeded. The corresponding full-year figures for 2018/19 and 2017/18 were 33% and 26% respectively.

While the quarterly report indicates that the Development Management Service is performing soundly, it nevertheless contained some disappointing news about affordable housing. The current Local Plan contains a target to deliver 60 new dwellings a year across the National Park, and ideally half of these would be affordable units. For the year to date, planning permission has been granted for 70 local need units, but for only 4 affordable local need dwellings. While the report points out that there are resolutions in place to permit further affordable units in Threlkeld and Gosforth (subject to the conclusion of S106 agreements), it still seems unlikely that the target of 30 affordable units will be reached by the end of Quarter 4.

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

¹ https://www.planningportal.co.uk/info/200207/appeals/110/making_an_appeal

Lynda Walker

From: Footway Lights <Footway.Lights@Allerdale.gov.uk>
Sent: 26 February 2020 15:56
To: lynda@keswicktowncouncil.gov.uk
Subject: Footway Lighting Electricity Charges - Keswick Parish
Attachments: Letter to all Parish - Town Councils Feb 2020.doc

Dear Town Clerk of Keswick Town Council

Further to our letter of 29th November 2019, we are now in a position to advise the approximate energy costs for footway lighting in your Parish.

Please see the table below which details number of lights and approximate costs.

Village	Allerdale Energy Lights	Cost
Keswick	72	2768.66
	Total	2768.66

Please also find attached a letter from the Executive regarding the potential changes.

We will continue to update our records over the next twelve months as lights get repaired or replaced with more efficient LED bulbs and lanterns.

If you require any further information at this stage or wish to discuss the current footway lighting stock in your Parish please let me know.

Regards
 Dave Bryden
 Property Manager
 Allerdale Borough Council
 Allerdale House
 Workington
 Cumbria
 CA14 3YJ

Tel: 01900 702770
 Email : david.bryden@allerdale.gov.uk

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EMAIL DISCLAIMER

The views expressed in this document are those of the individual and are not necessarily the same as the Council's.

Our ref: Footway Lighting
Your ref:



This matter is being dealt with by:

David Bryden

Direct Line: 01900 702770
Email: footway.lights@allerdale.gov.uk

February 2020

Parish/Town Clerk of Keswick Town Council

Dear Colleague

Footway Lighting – Electricity Costs April 2021

As I'm sure you know the situation regarding footway lighting in our communities has been an issue for some time. When we took over Allerdale Borough Council in May it was a topic which we wanted to resolve as soon as possible.

Faced with budget cuts, I understand that the council's previous policy was to transfer the full ownership, maintenance and electricity costs to the parish councils. Electrical costs were due to start this year, with full ownership and responsibility for the lights starting from April 2021.

One of the first things we did when taking over Allerdale Borough Council in May 2019, was to review this policy, we felt that it was not fair or reasonable to expect the parish councils to take on the full costs and responsibility of the footway lighting and too onerous a charge on the communities they represent.

Therefore we have agreed to continue to maintain, repair and own the lights with just the electrical costs being transferred to parish councils. We have also decided to delay the introduction of these changes until April 2021 to allow time to make the necessary preparations. I am told the average light costs around £39.20 a year and we will be looking to reduce electricity costs further by introducing LED bulbs.

This is also a chance for you to work with us to review the locations of lights and to decide if any are no longer required.

I hope you agree that this is a fairer solution to the issue. If you have any queries, please do contact us directly.

Yours Sincerely

A handwritten signature in black ink, appearing to be 'M. Johnston', is written above the printed name.

Cllr M Johnston
Deputy Leader of the Council
Allerdale Borough Council



INVESTOR IN PEOPLE

**Allerdale - a great
place to live,
work and visit**

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Keswick Town Council

**Annual Review of Effectiveness of Internal Financial Controls
March 2020**

The above review was undertaken by Councillors Burn and Daniels on 27th February 2020.

Comments & Observations – Councillor Burn:-

I have reviewed the following documents:

1. The report completed by Councillor Burn and Daniels following the completion of their review February 2019
2. SLCC advice note on the Effectiveness of Internal Financial Control
3. Governance and Accountability for Smaller Authorities in England

Although no longer a requirement for cheques to be signed by 2 elected members, the RFO has decided to keep this in place. I think this is a sensible precaution.

4. Ian Smithson's internal audit report of June 2019

This was taken to the Council meeting on 20th June 2019 and the RFO has acted upon its 2 recommendations.

5. Keswick Town Council Financial Regulations

Although the above regulations have not been amended to show to whom the Internal Auditor should report in the event they suspect fraud, this point has been covered in the Internal Auditor's Terms of Reference. I believe this to be satisfactory.

I am satisfied that Keswick Town Council has effective internal financial control.

Comments & Observations – Councillor Daniels:-

I carried out my review on 27th February 2020, I believe our audit arrangements are in compliance and conform to the regulations set down by guidance in the Governance and Accountability for Smaller Authorities in England and also in terms of 'proper practice' issued by JPAG.

1. It is noted that my recommendation regarding paragraphs 6.7 to 6.9 of the Financial Regulations 2019 have been implemented at the April 2019 Council meeting.
2. The recommendation of the Town and Parish Council internal audit testing June 2019 has been acted on.

In conclusion it would seem that our financial controls are rigorously adhered to and well scrutinized.

KESWICK TOWN COUNCIL
19TH MARCH 2020

CLERK'S REPORT

At the time of writing we await to hear developments regarding the spread of Coronavirus and any measures which may be required to combat the spread of infection. The situation is under daily review. The Keswick Community Emergency Plan covers actions which may be required in the event of a flu pandemic and these will be put into effect should the need arise. Consideration will also be given to arrangements to ensure business continuity during any period of isolation, and the Events Committee will be considering the possible impact on events planned in the coming weeks.

The Climate Change workshop which was due to be held on 13th March at Newbiggin was postponed due to Coronavirus considerations and will be re-scheduled in due course.

By the time of the meeting a new Councillor will have been elected to replace Allan Todd who stood down at the end of December 2019. Arrangements will be put in hand to carry out appropriate induction training as soon as possible.

Agreed new working arrangements have been put in place and I am now in the office three days per week – Wednesday, Thursday, and Friday – covering Town Council and Committee issues together with staffing matters. Catherine has taken on the role of Trust Clerk and we are currently in a period of handover.

LW
120320

3 March 2020

David Bunn,
Mayor of Keswick, Cumbria.

Dear David Bunn, I read, in the 'Times' Newspaper of 22 February, of the "plans" of the Lake District National Park Authority. May I add my support to the stance you have taken. I receive, regularly, items on such plans, from friends in Grange-in-Borrowdale, from the "Keswick Reminder"!

My first visit to Keswick was in 1945, aged three, from our home in Cullercoats, (then in Northumberland!), and I have barely missed a year, since. My South Shields-born parents, keen walkers, spent their honeymoon in Keswick in 1938. We children blessed, to have learnt to love the place, the history, the customs, the fells, the people, all our lives.

ALAS. I feel Borrowdale, with its Hamster Zip Wire, the gross extension allowed at the Lodge Hotel - and the resulting traffic - is damaging this unique environment, its atmosphere - Re the Threked - Keswick walk, which I have walked many times a wholly insensitive and unintelligent idea to turn that path-way - There are enough aggressively used cycle-ways in Borrowdale etc. already. (Looking forward to the storm damage being repaired...)

I know life is not static, but we must respect the Lake District, is origins, not turn it into a Vishay-walk type theme park.

I look forward to a long visit, beginning mid-March, to Grange, I rent a cottage there, [redacted]

amazing 16th century farmhouse. Please add my name to any list of objectors! Yours sincerely [redacted]

P.S. Forget! to mention the intrusive WHITE yurts at both Hallons Farm, and at Seatoller! At least they could be a GREEN colour?

Lynda Walker

From: Hodgkiss, Mark <Mark.Hodgkiss@cumbria.gov.uk>
Sent: 02 March 2020 10:10
To: 'scheduled.bus@outlook.com'
Subject: National Express 541
Attachments: Current Timetable.pdf

I have received notification from National Express that they will be withdrawing their Whitehaven to London service from the 30th March

I have spoken with their Planning Manager, so see if any replacement was planned, but he has informed me that loadings North of Manchester are insufficient for the service to be viable.

The service currently offers one trip a day towards and from London via Preston and Manchester. A copy of the current timetable is attached for information

It currently calls in Cumbria at Whitehaven, Distington, Workington, Cockermouth, Keswick, Grasmere, Ambleside, Windermere and Kendal

I believe after the end of this month, the nearest pick up points for National Express services running to London will be Carlisle, Penrith or Preston.

Mark Hodgkiss

Scheduled Bus Services Officer | Transport Services
 Environment & Infrastructure | Cumbria County Council
 Parkhouse Building | Kingmoor Business Park | CARLISLE | CA6 4SJ

t : 01228 226433

e : mark.hodgkiss@cumbria.gov.uk

www.cumbria.gov.uk/buses

This message has been sent to all Parishes where the service has a stop, and also to County Councillors representing those towns.

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