

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
Cumbria
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

9th April 2020

A meeting of Keswick Town Council will be held remotely via the Zoom app on **Thursday 16th April 2020 at 7.30 pm.**

The meeting will be open to the press and public, however access to a laptop/pc/iPad will be required to use 'Zoom', together with the link and password for the meeting which can be obtained by sending an email to the Clerk at the above email address.

Any members of the public who wish to raise matters under item 6 on the agenda are asked to notify the Clerk no later than 24 hours before the meeting by email to the above address.



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 19th March 2020 (pages 59-63).
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 Report**
To receive the newsletter of the Allerdale Rural Neighbourhood Policing Team (if available).
6. **Matters to be received from the Public**
Members of the public wishing to raise items should notify the Clerk by email no later than 24 hours before the start of the meeting. 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.**

- 7. Matters to be raised by Councillors**
An opportunity for Councillors to raise any unforeseen matters which are not on the agenda, with the consent of the Chair, and which do not require a decision – items raised should not be discussed for longer than 10 minutes.
- 8. Applications for Development**
 - i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority
 - ii) To receive update on National Park Planning Decisions
- 9. Mayor's Report**
To receive an update from the Mayor on the current situation in Keswick with regard to the Coronavirus pandemic.
- 10. Reports from Ward Representatives**
To receive reports from the following representatives:
 - i) Allerdale Borough Council
 - ii) Cumbria County Council
 - iii) Lake District National Park Authority North Distinctive Area Parishes
- 11. Payment of Accounts**
To confirm the payment of accounts for April 2020 as approved by the Inspection Committee for:
 - i) The Town Council
 - ii) The Parks Trusts
- 12. Budget Summary Comparisons as at 31st March 2020**
To receive budget comparisons for the 4th Quarter.
- 13. Verification of Bank Reconciliations**
To appoint a Councillor to sign the bank reconciliations and original bank statements as evidence of verification.
- 14. Annual Review of Financial Regulations**
To consider the report of the Responsible Financial Officer.
- 15. Assets Register**
To approve and adopt the updated Assets Register.
- 16. Delegation Arrangements**
To consider arrangements for delegating decisions to the Clerk should this become necessary as the Coronavirus pandemic continues.
- 17. Minutes of Committee Meetings**
To receive for information the Minutes of the Events Committee meeting held on 18th March 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 19th March 2020 at 7.30 pm.

Present:

Chairman
Councillor Paul Tittley

Alexandra Boardman
Alan Dunn
Duncan Miller

Markus Campbell - Savours
Steve Harwood
Adam Paxon

Allan Daniels
Tony Lywood
Peter Terry

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

The Chair welcomed Councillor Peter Terry to his first meeting of the Council. The Clerk confirmed that a Declaration of Acceptance of Office had been signed. Councillor Terry thanked the people of Keswick for electing him.

The Chair congratulated Kerry Irving on the publication of his new book 'Max the Miracle Dog' and thanked him for being a good ambassador for Keswick. He went on to thank Heather Askew and Keswick Community Emergency Recovery Partnership (KCERP) for their initiative to support the community through the Coronavirus pandemic by setting up a 'street warden' scheme.

215. Apologies

Apologies for absence were received from Councillors Burn and Lansbury, Dr Geoff Davies (Lake District National Park Authority (LDNPA) North Distinctive Area Parishes' representative) and the Police.

216. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 20th February 2020 (pages 51 - 58).

217. Requests for Dispensations

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

218. Declarations of Interests

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

219. Police Attendance

RECEIVED information regarding crime numbers in Keswick from the Police website. No officers were present. The Chair commented that it was good to see a Police presence back in Keswick. Councillor Boardman said that a number of local businesses were concerned about security of premises during any period of closure due to the Coronavirus pandemic and the Clerk was asked to raise the issue with the Police.

220. Matters to be received from the Public

No members of the public were present.

221. Matters to be raised by Councillors

Councillor Daniels advised that people who were unable to leave their homes could still help others by becoming 'phone buddies' as part of the KCERP initiative to support residents during the Coronavirus outbreak.

222. Applications for Development

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

Plan ref.	Description of Development Location
7/2020/2042	Application to modify S106 Agreement on planning approval reference 7/1990/2342 relating to local occupancy clause 6 Riverside Court, Elliot Park, Keswick CA12 5NS <i>Object - original planning condition should remain</i> OBJECT
7/2020/2056	Change of use of first floor to A3 (café) and installation of fire escape staircase Bank Street Surgery, 13 Bank Street, Keswick CA12 5JY <i>Object- noise in a residential area a further worry if extending public area to the first floor. A traffic hazard remains on Bank Street in relation to delivery vehicles. Details not provided on the extractor fan system for the business</i> OBJECT
7/2020/2057	Erection of garage 13 A Fenton, Keswick CA12 4AZ SUPPORT
7/2020/2061	Extensions and alterations 21 Brandlehow Crescent, Keswick CA12 4JE <i>Support in principle subject to no objection from adjoining dwelling</i> SUPPORT
7/2020/2063	One illuminated projecting sign and two illuminated fascia signs 7 Museum Square, Keswick CA12 5DZ SUPPORT
7/2020/2066	Proposed installation of a Euronet NCR Self Serv 26 ATM through the shop front elevation Keswick Mini Market, 35 Main Street, Keswick CA12 5BL SUPPORT
7/2020/2067	Proposed installation of a Euronet NCR Self Serv 26 ATM through the shop front elevation (Advertisement Consent Application)

Keswick Mini Market, 35 Main Street, Keswick CA12 5BL
SUPPORT

- 7/2020/2069
 Installation of new projecting awning, wall mounted heaters to external elevation and erection of bin store
 Dog & Gun, 2 Lake Road, Keswick CA12 5BT
Object - awning inappropriate modern addition to a traditional listed building. Given that KTC has declared a Climate Change Emergency, outdoor heaters are not consistent with our aims. Bin storage area okay in principle
OBJECT
- 7/2020/2070
 Installation of new projecting awning, wall mounted heaters to external elevation and erection of bin store (Listed Building Consent)
 Dog & Gun, 2 Lake Road, Keswick CA12 5BT
 Object - as per comments on 7/2020/2069 application
OBJECT
- 7/2020/2072
 Proposed single storey extension to the side and rear
 Malindi, The Heads, Keswick CA12 5ER
SUPPORT
- 7/2020/2074
 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
 Lake District Inns Ltd, 18 - 20 Lake Road, Keswick CA12 5BX
Neutral – planning already approved for 6 units with ‘possible parking’. This application is for 5 units of which occupancy is not a great deal different to existing permitted hotel room levels. There is no parking provision which remains the same as under present approved plans. The development preserves and enhances the character of build in Keswick Conservation Area
NEUTRAL
- 7/2020/2075
 Proposed ground floor infill extension, first floor side extension, loft conversion, facade alterations and all associated works, following refusal of 7/2019/2291
 Manor Crest, Manor Brow, Keswick CA12 4AW
Object - the resubmitted scheme is an improvement on the original proposal, but the detailed design of the roof space element remains unacceptable. Whilst there is no objection in principle to conversion of roof spaces this proposal seeks to rebuild the roof in a form which is out of character with the area.
The introduction of a projecting gable is acceptable in principle, but to create a second fake gable and an interlinking flat roof projection creates an overall impression of a 3-storey building at the rear and gives it an overbearing

appearance when viewed from Halls Mead below. A more sensitive design retaining the predominant hipped roof form would be preferable

OBJECT

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

223. Keswick to Threlkeld Railway Multi-User Trail

RECEIVED response from the LDNPA to the vote of no confidence in the Board.

224. Coronavirus Update

The Clerk provided an update on action taken to date in the light of the Coronavirus pandemic to safeguard the public, Councillors and staff. Consideration was given to the possibility of suspending the next meeting of the Council but it was agreed that this should go ahead as planned pending further developments.

225. Mayor's Report

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

226. Reports from Ward Representatives

RECEIVED 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) Lake District National Park Authority North Distinctive Area Parishes Representative

227. Reports from Representatives on Outside Bodies

This item was deferred to a future meeting.

228. Impact of Migrant Worker Salary Threshold

This item was deferred to a future meeting.

229. Himalayan Balsam

This item was deferred to a future meeting.

230. Footway Lighting

This item was deferred to a future meeting.

231. Payment of Accounts

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

- i) The Town Council, vouchers 209-223 amounting to £21,594.39 (twenty one thousand five hundred and ninety four pounds and thirty nine pence)
- ii) The Trusts, vouchers HP232 – FP216 amounting to £4,674.86 (four thousand six hundred and seventy four pounds and eighty six pence)

232. Annual Review of the Effectiveness of Internal Financial Control

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

- 233. Town Council Insurance Renewal/Review – Zurich**
RECEIVED details of insurance policy renewal from Zurich.

- 234. Clerk’s Report**
RECEIVED the Clerk’s report

- 235. Correspondence**
RECEIVED: 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

- 236. Staffing – Grievance and Disciplinary Policies**
This item was deferred to a future meeting.

- 237. Minutes of Committee Meetings**
RECEIVED for information the Minutes of the Staffing Committee meeting held on 14th February 2020.

The meeting finished at 8.25 p.m.

Chairman

Date

ITEM 8 (i')

Planning Applications received between 13/03/2020 - 09/04/2020		
Plan ref	Location	Description of Proposed Development
7/2019/2166	Keswick Youth Centre, The Old Mill, Main Street, Keswick, CA12 5NJ	Proposed youth centre and residential development
7/2020/2078	35, Main Street, Keswick, CA12 5BL	Change of window decals on 1st floor windows following withdrawal of planning application 7/2019/2295
7/2020/2083	Acorn Garage, Helvellyn Street, Keswick, CA12 4EH	Development of 5 No. Flats / Maisonettes for Local Occupancy - following withdrawal of application ref 7/2019/2258
7/2020/2084	34 , Blencathra Street, Keswick, CA12 4HP	Alterations and extension to provide an annexe. To include a bedroom, lounge/kitchen/dining area and utility room.
7/2020/2089	The Stable, 2 Derwent Street, Keswick, CA12 5AL	Use as unfettered dwellinghouse within its own curtilage
7/2020/2092	29, Penrith Road, Keswick, CA12 4HA	Alterations & extensions
7/2020/2094	Malindi, The Heads, Keswick, CA12 5ER	Proposed single storey extension to the rear, following withdrawal of 7/2020/2072
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.		

ITEM 8 (ii)

Decisions Received from LDNPA

Planning Decisions Received between 13/03/2020 & 09/04/2020

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2020/2032	January-20	4 Main Street, Keswick, Cumbria	CA12 5JA	Alterations to ground floor shop front comprising lowering of the stone cills and installation of larger timber framed windows. Installation of timber fire escape door to the northern elevation.	SUPPORT	GRANTED		

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

At our teleconferenced full Authority meeting on 25th March, LDNPA members agreed to extend the delegated powers of officers in light of the Covid-19 pandemic. Of particular interest to parish and town councils are the measures relating to the Authority's planning functions.

This is what was agreed:

- Planning applications will continue to be published in the usual way
- Members of the public and of the LDNPA will continue to be able to make representations about applications by email
- Planning advice will still be available by email or telephone, but face-to-face advice has been suspended
- Development Control Committee (DCC) meetings will be cancelled
- Applications that, under the "normal" scheme of delegation would have been referred to DCC may now be decided by the Head of Development Management following consultation with the Chair or Deputy chair of DCC.

The procedures relating to the last item in this list have not yet been fully worked out, but I shall be working closely with the Head of Development Management to ensure transparency and caution in the application of his extended powers. I expect that decisions on applications that raise significant public interest will be deferred until some form of DCC meeting can be convened, rather than made under the extended powers of delegation. I will send further news when I have it.

The Government has made it clear that Local Planning Authorities must still process applications in a timely way. Currently our case planners are working from home and can carry out site inspections in certain circumstances. I have sent a document to your Clerk that sets out the current working arrangements, but we are all in a rapidly evolving situation, so further changes might be required.

While it is expected that government will soon introduce new regulations allowing "remote" committee meetings, they have not yet done this and so it is not yet clear what adaptations would be needed to run remote DCC meetings. I will keep you posted.

In these very fluid circumstances, I shall forward breaking news to your Clerk as I receive it. You can also find news about changes in LDNPA services, including planning, on our Covid-19 website page¹. Clerks and council members are also welcome to contact me by email or telephone if they have any queries. My full contact details can be found on the Member pages of the LDNPA website².

Finally, I wish you all the best in these extremely difficult times.

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

¹ <https://www.lakedistrict.gov.uk/coronavirus>

² <https://www.lakedistrict.gov.uk/aboutus/members>

KESWICK TOWN COUNCIL

GENERAL FUND

1st April 2019 - 31st March 2020

Budget Summary as at 31 March 2020 - PENDING YEAR END ADJUSTMENTS

4th Quarter

Expenditure:	AGREED Budget for 19/20	Expenditure to 31.03.20	% of Budget
General Administration	74882	70591	94.27
Grants to outside bodies	15020	15020	100.00
Christmas Lights	30300	29664	97.90
Mayors Allowance	2000	2000	100.00
War memorial	1500	1424	94.93
Townsfild	1300	800	61.54
Open Spaces	1000	1000	100.00
Fitz Park - Grant from KTC (deficit)	140747	140747	100.00
Communications & Neighbourhood Plan	500	0	0.00
Audit Fee/Accounts Preparation	1470	200	13.61
Contingency Sum	8000	254	3.18
Keswick Events (Inc. Scruffs 19-20)	15805	11335	71.72
Events Co-ordinator	3000	1210	40.33
Floral displays	5605	2777	49.55
Allotments Expenditure	600	496	82.67
Annual Parish Meeting (Inc. room hire & refreshments)	200	58	29.00
Advertising	300	145	48.33
Promotional gifts to civic visitors to Keswick	250	0	0.00
TOTAL EXPENDITURE:	302479	277721	91.81

Pups Clock CCTV
Annual

Income:	AGREED Budget 19/20	Income to 31.03.20	% of Budget
Precept	261777	261777	100.00
Grant to Fitz Park - ABC	20000	20000	100.00
Bank/Investment interest (Inc. War Memorial)	5	32	640.00
Walker Park rent	12267	12267	100.00
Allotments Income - Rent	600	950	158.33
Events Banners Income	2500	2357	94.28
Keswick Events Contributions (Inc. Scruffs)	5000	4927	98.54
Christmas Lights Contributions	300	200	66.67
Townsfild Interest	30	14	46.67
TOTAL INCOME:	302479	302524	100.01

inc Prepayment

	AGREED Spend 19/20	Expenditure to 31.03.20	% of Budget
General Reserves Expenditure - Earmarked reserves			
Contribution to Local Housing - KCHT	3600	3600	100

KESWICK TOWN COUNCIL

GENERAL FUND - ADMINISTRATION

1st April 2019 - 31st March 2020

Budget Summary as at 31 March 2020 - PENDING YEAR END ADJUSTMENTS

4th Quarter

Expenditure:	AGREED Budget 19/20	Expenditure to 31.03.20	% of budget spent
Salaries, Nat ins & Pension (18.9%) & Pension Deficit	97300	94754	97.38
Payroll - Outsource Costs	330	301	91.21
Rent	7100	7100	100.00
Rates	4130	0	0.00
Building Service Costs	5000	5100	102.00
Repairs - Decorating/Carpets/Upgrades	1000	12	1.20
Insurances	650	597	91.85
Subscriptions	770	941	122.21
Conferences/Training	900	678	75.33
Stationery	1000	1124	112.40
Postage	300	231	77.00
Telephone & Internet	900	560	62.22
Photocopier	1200	1437	119.75
Computer maintenance/support	1674	2826	168.82
Office Equipment	200	200	100.00
Staff Expenses	300	150	50.00
Ex Employee Pension	1320	1384	104.85
Health and Safety	50	10	20.00
Website (Annual Fee)	300	240	80.00
Council Chamber/Meeting Expenditure	200	74	37.00
Quality Award	0	0	0.00
Telephone System - Maintenance Fee	200	210	105.00
Total Expenditure:	124824	117929	94.48

Including prepayments 20/21

Including prepayments 20/21

Including prepayments 20/21

Income:	AGREED Budget for year 19/20	Income to 31.03.20	% of budget income
Photocopies	0	0	0.00
Council chamber rental	20	276	1380.00
Total Income:	20	276	1380.00

To be allocated:	124804	117653	94.27
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Allocation:	Agreed allocation 19/20	% of allocation to date
General Fund - (60%)	74882	70591
Hope Park - (20%)	24961	23451
Fitz Park - (20%)	24961	23531
	124804	117653

KESWICKTOWN COUNCIL

16th April 2020

VERIFICATION OF BANK RECONCILIATIONS

In compliance with our Financial Regulations (see relevant section stated below) we are required to appoint a member (other than the Chairman) to sign both the bank reconciliations and original bank statements as evidence of verification.

2. ACCOUNTING AND AUDIT (INTERNAL AND EXTERNAL)

2.2 At each financial year end, a member other than the Chairman shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council.

Therefore Council is asked to appoint a Councillor to carry out this task (once the final bank reconciliation has been completed for this financial year) in conjunction with the RFO.

Please note: there will be a delay in the process this year due to self-distancing restrictions.

Catherine Parker
Responsible Finance Officer (RFO)
9th April 2020

KESWICK TOWN COUNCIL
16th April 2020

ANNUAL REVIEW OF REVISED FINANCIAL REGULATIONS

RESPONSIBLE FINANCE OFFICER'S REPORT

ANNUAL REVIEW OF REVISED FINANCIAL REGULATIONS

It is a requirement to review the Town Council's Financial Regulations on an annual basis to reflect any changes in general, recent changes in legislation or items for renewal by resolution.

There have been no general or legislation changes during the year, therefore the current Keswick Town Council Financial Regulations remain unchanged.

Copies of the Financial Regulations can be viewed in the office or on the Town Council website – www.keswicktowncouncil.gov.uk.

Catherine Parker
Responsible Finance Officer
9th April 2020

KESWICK TOWN COUNCIL									
ASSETS REGISTER AS AT 31/3/2020									
Date Purchased	Purchase Cost	Description	Location	Notes	Original Purchase Cost (rounded to nearest £)	Additions (at purchase cost)	Disposals	Total	
		Council Offices:							
		Office Equipment							
16.8.06	£70	Epson stylus D88 printer	Clerk's Office	S/N C61702001FH26424	70				
Not known	£129.99	Dahle standard guillotine	Office	Model 00504	130				
29.07.04	£134.10	Air conditioning unit	Clerk's Office		134				
03.03.08	£17.00	Challenge Laminator	Office	S/N LM089BR	17				
03.11.08	£85.00	Nikon Coolpix S210 8MP digital camera	Office		85				
03.11.08	£13.00	Sandisk Memory card for camera	Office		13				
03.11.08	£12.00	White Roller Blind for Office door	Office		12				
30.08.11	£1,437.17	HP 500B Workstation Computer Systems x 2	Office	Catherine CZC1075848 Lynda CZC112DM43	1437				
14.12.12	£86.70	Fellowes Shredder P-48C Cross Cut	Office	3214802	87				
31.01.14	£718.90	HP ProBook 450 laptop, case & mouse	Office	28489	719				
13.03.14	£695.00	New HP IQ5 Computer & accessories	Office	S/N CZC4032S74	695				
30.04.14	£37.99	HP Deskjet 2540 printer	Reception/Office	S/N CN3CL2BHY2	38				
03.03.15	£258.33	Synology NAS Server & Red SATA H/Drive	Office	DS213 Air	258				
20.02.15	£117.42	Epson Expression Printer XP-620	Office	S/N C11CEO1401	117				
09.09.16	£107.50	HP Monitor	Office	P222va 21.5"	108				
15.02.17	£2,184.89	OpenStage Telephone System	Office & Clerk's Office	OpenStage 15 T (Lava) Black	2185				
16.03.18	£1,809.12	Chubb CCTV System	Moot Hall	Monitor, base unit & 4 cameras	1809				
28.11.19	£339.00	Rexel Auto 200x Cross Cut Shredder	Reception/Office	RM33949	0	339			
					7914	339	0	8253	
Not known	£757.00	Office Furniture Desks x 3	Office & Clerk's Office	Estimate	757				

Not known	£306.00	3 drawer mobile pedestal x 2	Office & Clerk's Office	n/a	306	
Not known	£220.00	4 shelf book case	Office	n/a	220	
1974	£500	Safe	Clerk's Office	Model John Port Estimate	500	
11.12.91 & Nov.2005	£161.77	Chairs x 4	Office & Clerk's Office	2 black leather chairs, 1 operator chairs, 1 operator stool	162	
12.12.92	£75.96	Polyprop chairs x 4 (£18.99 each)	Clerk's Office	Blue	76	
Not known	£349.74	2 drawer Harvey filing cabinets x 4 (58.29 each)	Office, Clerk's Office and Store	Beige	350	
Not known	£29.99	Dimplex electric heater	Chamber	White	30	
10.03.05	£91.95	Fridge	Office	White	92	
30.04.08	£99.00	Sirius HB Syncro Op Chair	Office	Charcoal Fabric Chair	99	
11.05.09	£47.99	Low Cupboard	Office	Q25-T41590	48	
29.05.09	£256.52	9 New Blinds	Office/Chamber	Cream Vertical	257	
04.08.10	£39.99	Berlin Leather Chair	Office	Black	40	
08.08.13	£79.99	2 Drawer Filing Cabinet	Office	Coffee	80	
07.08.13	£101.98	4 Drawer Filing Cabinet	Office	Coffee	102	
25.02.14	£122.24	2 Low Cupboards	Office	Q25-T41590	122	
07.09.15	£128.54	Operators Chair	Office	Black	128	
20.11.15	£159.00	Desk	Office	Ergo Maple	159	
30.11.15	£139.00	Desk	Office	120cm Maple	139	
15.04.16	£99.00	4 Drawer Filing Cabinet	Office	Coffee	99	
30.09.16	£117.00	Infinite Bookcase & doors	Office	Beech	117	
02.12.16	£69.99	Operators Chair	Office	Stanley Togo	70	
05.01.17	£69.99	Operators Chair	Clerk's Office	Stanley Togo	70	
14.12.16	£14.99	Operators Chair Arms	Clerk's Office	RealSP Hug	15	
		Council Chambers				
12.12.92	£265.86	Polyprop chairs x 14 (18.99 each)	12 scrapped 2010	Blue	266	
12.12.92	£930.00	Tables x 6		Dark Wood	930	
12.12.92	£224.00	SB2 Chairs x 14 (£16.00 each)		Blue	224	
Not known	£199.98	2 x 4 draw filing cabinets (£99.99 each)	Store room	Grey	200	
31.07.09	£	Filter Coffee Machine	Chamber Kitchen		214	
19.12.14	£	3 X walnut steel framed tables	Chamber	Walnut	339	
07.09.15	£	Meeting table	Chamber	Beech	82	

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 Wednesday 18th March 2020 at 10.30 a.m.

Present: Councillor Paul Titley (Chair) (PT)
Councillor Allan Daniels (AD)
Councillor Tony Lywood (TL)
Lynda Walker (Town Clerk) (LW)
Catherine Parker (Responsible Financial Officer) (CP)
Sue Plant (Events Co-ordinator) (SP)
David Quainton (Keswick Rotary Club) (DQ)
Vanessa Metcalfe (Keswick Tourism Association) (VM)

54. Apologies

Apologies for absence were received from Councillors Burn and Lansbury, Phil Byers, Chris Harper, Anna Chippendale and Dave Roberts.

55. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the Minutes of the Events Committee Meeting held on the 4th February 2020 (pages 13-14).

56. Coronavirus Impact

Consideration was given to the latest situation regarding the spread of Coronavirus and its impact on forthcoming planned events.

RESOLVED that the VE and VJ Day celebrations be cancelled, together with the Midsummer Festival events i.e. the Rock Night on the Market Square, Proms in the Park and Scruffs due to take place on 26th, 27th and 28th June and that consideration be given at a later date to a music event in Fitz Park.

57. Christmas 2020

A discussion took place regarding the Christmas lighting and tree display for 2020.

RESOLVED

That the existing contractor be retained for the Christmas lights for 2020 and that a well-lit live tree in a pot be provided at the lower end of the Market Square, with lighting only in the London Plane tree.

58. VE/VJ Day Celebrations 2020

No discussion in view of decision to cancel events.

59. Midsummer Festival 2020

No discussion in view of decision to cancel events.

60. Updates from partners

Portinscale VE Day event to take place as planned, pending further developments.

61. Budgets

It was noted that there would be no requirement for an additional £3,000 in view of cancellation of VE/VJ Day events.

62. Date of next meeting

On a date to be confirmed in September.