

**FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS**

**Council Offices  
50 Main Street  
Keswick  
CA12 5JS**

2<sup>nd</sup> January 2020

A meeting of the following Charitable Trusts will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick, on **Thursday 9<sup>th</sup> January 2020 at 7.30pm.**

**The press and public are welcome to attend.**



**Lynda Walker  
Town Clerk**

|                   |                           |               |
|-------------------|---------------------------|---------------|
| <b>HOPE PARK</b>  | <b>Registered Charity</b> | <b>503465</b> |
| <b>FITZ PARK</b>  | <b>Registered Charity</b> | <b>520327</b> |
| <b>TOWNSFIELD</b> | <b>Registered Charity</b> | <b>520295</b> |

**AGENDA**

- 1. Apologies**  
To receive apologies for absence.
- 2. Declarations of Interests**  
To receive any declarations of interests in respect of items on this agenda.
- 3. Minutes**  
To authorise the Chairman to sign as a correct record the minutes of the meeting held on 14<sup>th</sup> November 2019 (page 7 - 8).
- 4. Chairman's Report**  
To receive the Chairman's report.
- 5. Clerk's Report**  
To consider the report of the Clerk.
- 6. Parks Manager's Report**  
To consider the report of the Parks Manager.
- 7. BMX/Pump Track**  
To consider the report of the Parks Manager.
- 8. Climate Change Emergency**  
At the request of Councillors Boardman and Lansbury, to consider a proposal for 'Climate Change Emergency Action for Keswick Parks'.

**Prior to the following business the Chairman will move the following resolution:**

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

- 9. Legal - Leases**  
To consider the report of the Clerk.
- 10. Contracting – Junior Football Pitches**  
To consider the report of the Clerk.
- 11. Legal – Hospital Field**  
To consider the report of the Clerk.

**FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS**

Minutes of the meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, Council Offices, Keswick, on Thursday 14<sup>th</sup> November 2019 at 7.30pm.

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Present:

Chairman  
Councillor Adam Paxon

Councillors

Alexandra Boardman  
Allan Daniels  
Paul Titley

David Burn  
Alan Dunn  
Allan Todd

Markus Campbell-Savours  
Steve Harwood

Also in attendance were Lynda Walker (Trust Clerk), Catherine Parker (Responsible Financial Officer), Christine Fawcett (Parks Manager), Keith Richardson (Keswick Cricket Club) and one member of the public.

**33. Apologies**

Apologies for absence were received from Councillors Miller (holiday), Lansbury and Lywood.

**34. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the minutes of the meeting held on 12<sup>th</sup> September 2019 (pages 4 - 6), as amended.

**35. Declarations of Interests**

No declarations of interests were received.

**36. Chairman's Report**

The Chairman reported on meetings held recently with the Tennis and Bowling Clubs regarding arrangements for lease renewals.

**37. Draft Budgets for Hope and Fitz Parks 2020-21**

**RESOLVED** that the draft budgets for Hope and Fitz Parks for the next financial year be approved.

**38. Hope Park & Fitz Park Budgets – 2<sup>nd</sup> quarter 2019-20**

**RECEIVED** for information the 2<sup>nd</sup> quarter budget comparisons.

**39. Review of Reserves/Policy Wording and Funds Movement**

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

**RESOLVED** that the recommendations contained in the report regarding levels of Trust reserves be approved and that the suggested transfers to funds be implemented with immediate effect.

**40. Parks Manager's Report**

**RECEIVED** the report of the Parks Manager. Christine was thanked for her report.

**41. Clerk's Report**

**RECEIVED** the Clerk's report.

**42. Correspondence/Requests for use of the Parks**

**RESOLVED** that approval be granted for the following:

- i) Cumbria School Games Go Tri Beginners Festival – use of Fitz Park for cycling and running events on Wednesday 24<sup>th</sup> June 2020 11.30 am until 3.30 pm (no charge)

- ii) Keswick Mountain Festival – use of Fitz Park for Schools Triathlon on Thursday 14<sup>th</sup> May 2020 from 7.00 am until 5.00 pm (normal charge)
- iii) Keswick Mountain Festival – use of Hope Park as a contingency route for three of the trail races should weather, or some other factor, prevent opening the Festival Village on Crow Park on safety grounds on Saturday 16<sup>th</sup> May – Tuesday 19<sup>th</sup> May 2020 (normal terms)
- iv) Lakeland Trails – use of Fitz Park as the event venue on Saturday 5<sup>th</sup> September 2020 (normal charge). Note: following complaints from local residents regarding excessive noise levels from the drumming, the organisers to be asked to confine this to the start and end of the event with no drumming during the day.

**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.'*

**43. Leases**

**RECEIVED** an update from the Clerk.

**RESOLVED** that the Bowling Club plans be supported and that the requirements of the Tennis Club be clarified.

**44. Contracting**

Consideration was given to the report of the Clerk

**RESOLVED** that Ray Dowding be asked to operate the games etc. at Fitz Park on behalf of the Trust for the 2020 season on the same terms as previously.

**45. Legal**

Consideration was given to the report of the Clerk.

**RESOLVED** that the Chair, Vice Chair and Councillors Dunn and Titley be involved in future discussions on behalf of the Trust and that a report be made to the next meeting.

The meeting closed at 9.00 pm

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

KESWICK PARKS CHARITABLE TRUSTS MEETING  
9<sup>TH</sup> JANUARY 2020

**CLERK'S REPORT**

1. Ratification of approval for tarmac work

Following an exchange of emails it was agreed that funding to carry out tarmac re-surfacing work at Fitz Park costing £3,975.82 should be taken from existing budgets with a contribution from the sinking fund of £975.82 to meet the shortfall. Trustees are asked to ratify this decision.

2. Application for grant

Following an approach from Accessible Keswick (ACCKES) a proposal was put forward to use unspent grant funding received by Acckes from the County Council to enable wheelchair access to the three play zones within the Children's play area at Fitz Park. Unfortunately the County Council were unable to allow the transfer the money for the work and have asked for a separate grant application to be submitted. This has now been done and £821 has been requested to meet the cost of materials to install three ramps to the centre meeting area – all labour to complete the improvements would be provided by parks staff.

3. Tree planting in Fitz Park

On 11<sup>th</sup> December 2019 an oak tree was planted in Lower Fitz Park in remembrance of former Councillor and Trustee Martin Pugmire who died in April 2019. The tree was funded by his family who requested no publicity.

4. Volunteering

A couple of approaches have been received from members of the public who are interested in volunteering within the parks. The Trust does not currently have a volunteering policy and there are a number of issues to consider when using volunteers e.g. providing appropriate training and Personal Protective Equipment, insurance etc. These will have implications for staff time and budgets and it is suggested that if Trustees wish to promote volunteering within the parks, a report be brought to the next meeting outlining a policy for adoption and suggesting how the costs and staff time required can be met.

Charities have legal responsibilities towards volunteers, mainly to do with health and safety – making sure that the workplace is safe and that activities do not pose an unacceptable level of risk. Charities also need to make sure that their insurers are aware that they have volunteers working for them so that they are covered both for any claims that may be brought if a volunteer should become injured, and for any claims that could be brought because of the actions of a volunteer.

Training is available and it is suggested that relevant staff attend any local courses being offered.

LW  
020120

**Parks Manager's Report Jan 2020**

**Christine Fawcett**

Fine and dry conditions over this last period have meant good progress in all the Parks has been made. Thanks must go to the parks staff for their hard work and the fantastic efforts of the three ladies within the office of Keswick Town Council.

**Hope Park**

It is with regret that I have to begin this report with damage to Hope Park boundary fences on Crow Park Road. On more than one occasion the railings have been needlessly smashed and there is no evidence this damage has been done by parked cars.



The incidents have been reported to the Police and they will continue to monitor the area on their patrols.

All of the herbaceous borders have also been cut back and mulched, and hedges are also mostly cut back.

The old boiler has now been removed and a new piece of flooring made. The old section of floor where the boiler used to stand was wood and rotten, this has been replaced with a metal grid and also allows access to the stop taps under the floor.



The glass house is being washed throughout and any damaged or broken glass replaced. The old bubble wrap insulation is being removed and will be replaced with new insulation to create



shading and better insulation.



The shrub border next to the glasshouse has been reduced to allow light into the glasshouse and still provide shelter.

Two tee boxes have been brought in from the pitch and putt course for refurbishment. This includes metal work rub down and repaint, new replacement wooden board and new replacement artificial grass tee. Material costs £500 and is one of those jobs done on a rainy day.



The main footpath from the Golf Hut to Lady Hope's garden has been resurfaced and is a great improvement to the park.



The plainings of the old tarmac have been recycled on the woodland footpath.

### Lower Fitz Park

The playground has had another section of fence repaired and a top-up of play bark will be carried out in the New Year.

A quote has been received to resurface the footpath from Silver Bridge to the corner. This part of the footpath within the park is very uneven and requires a better surface for all users of the park.

The work has now been carried out and just requires the edges to be soiled up when we have some surplus soil available from another job.



The water course in Hospital Field has been cleaned out to allow water to move freely through the field and all of the vegetation/debris has been levelled on the side of the ditch.



The tree survey has been carried out by Capita and we are awaiting the results of this report.

A quote has been received from Wilsons Plant to top up the gravel surface to the car park including the entrance.





This work has now been carried out and has improved the area. Three memorial trees have been planted within the parks including an oak tree, *Quercus palustris* near to Knights Bridge.

These three trees have been planted in places where trees have been removed in years gone by and by replanting them in the spaces we hope to recreate the old original avenues of trees.

### Upper Fitz Park

Parks' staff have been busy pruning back shrubs on the side of the Bowling Green to encourage regeneration and allow more light/air into the park.

Mulching of the shrub borders is now being carried out and new spring flowering bulbs have been planted, including daffodils and erythronium.



Pruning back of shrubs between the tennis courts is being carried out again to encourage regeneration



Spring bulbs have been planted within this border to add some interest until the shrubs regenerate and the Araucaria *Araucana*, monkey puzzle tree has centre stage



A new wooden gate has been hung at the side of the Tennis hut and a metal gate has been hung. The metal gate was unused and has been rubbed down, repainted and adjusted to fit the pedestrian space.





**KESWICK PARKS CHARITABLE TRUSTS MEETING  
12<sup>TH</sup> JANUARY 2020**

**Keswick Parks Pump Track**

In December 2013 the pump track within Lower Fitz Park was created by Clark and Kent Contractors and officially opened in March 2014. This project included large amounts of local fund raising and trustees support.



Photo ref

<https://en-b.facebook.com/events/228200524043546/>

The track was designed for 3 main user types: BMX bikes, mountain bikes and cruiser BMX bikes and made from two surfaces - compacted grit and tarmac.

The site is very well used throughout the year and used by all ages.

In October 2016 the pump track compacted grit surface areas were resurfaced. These areas include the bumps and humps within the course and the works were completed by Clark and Kent at a cost of £2500 plus vat.

These compacted grit areas within the course wear out, this is due to a number of reasons:

- High use by riders
- Weather - rainfall washes the grit off the humps
- Other users - scooters, skateboards etc
- Excessive braking

In September 2018 another quote was obtained from Clark and Kent to carry out the above works again due to the grit surface wear out at a cost of £2975 plus vat. This work was not carried out.

The tarmac areas of the track have not worn to the same extent as the grit surface due to the harder wearing compound tarmac is constructed from. For the long-term future of the pump track and its users I would like to propose the complete track be of a tarmac surface. This would open up the track to 3 other user types including rollerblades, scooters and skateboards as well as BMK bikes and mountain bikes. Speaking to Clark and Kent nearly all new pump tracks are constructed of tarmac giving a better surface and durability. A quote from Clark and Kent has been received to tie into existing tarmac on the track and resurface the grit areas with tarmac - £10,475 plus vat.

Funds available:

|                       |              |
|-----------------------|--------------|
| BMX track appeal fund | £1435        |
| BMX Accruals          | £ 830        |
| Current 19/20 budget  | <u>£ 600</u> |
| Total                 | <u>£2865</u> |

Leaving a shortfall of £7610. The sinking fund now stands at £93,161 - could this project be funded from this fund?

**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 18<sup>th</sup>.

On July 18<sup>th</sup>, 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 3<sup>rd</sup> 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’ useage 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**

Identfy 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 18<sup>th</sup>.