

**KESWICK TOWN COUNCIL**

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

**Email: [townclerk@keswicktowncouncil.gov.uk](mailto:townclerk@keswicktowncouncil.gov.uk)**

13<sup>th</sup> August 2020

A meeting of Keswick Town Council will be held via the Zoom app on Thursday 20<sup>th</sup> August 2020 at **7.30 p.m.**

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 will be made available on request to members of the public by emailing [townclerk@keswicktowncouncil.gov.uk](mailto:townclerk@keswicktowncouncil.gov.uk).

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.

*Lynda Walker*

**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 the 16th July 2020 (pages 11- 15).
- 3. Requests for Dispensations**  
The Clerk to report any requests received since the last 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 report of the Allerdale Rural Neighbourhood Policing Team if available and to raise any issues of concern.
- 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 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, with the consent of the Chair, 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 (LDNPA).
  - ii) To receive update on National Park planning decisions.
- 9. Planning White Paper**  
To give preliminary consideration to the White Paper 'Planning for the Future' (copy previously circulated by email – hard copy available on request) and to agree how best to respond to the consultation planned by the National Association of Local Councils.
- 10. Review of Station Street/St John's Street One Way System**  
To review the effectiveness of the temporary one way system and consider whether a temporary 18 month traffic order should be implemented by Cumbria Highways.
- 11. Reports from Ward Representatives**  
To receive reports from the following representatives:
  - i) LDNPA North Distinctive Area Parishes Representative
  - ii) Allerdale Borough Council
  - iii) Cumbria County Council
- 12. Otley Road Recycling Centre**  
At the request of Councillor Daniels, to consider making representations to Allerdale Borough Council for improvements to the management of the Otley Road recycling centre, including possible installation of CCTV cameras, and to improve litter collection in the Market Square and outside the Theatre.
- 13. Keswick to Threlkeld Trail**  
To consider report of Councillor Harwood.
- 14. Recognition of Fundraising Achievement**  
At the request of Councillor Lywood, to discuss what ideas, if any, can be looked at to honour 'Max' the dog and his achievement in raising over £300,000 for charity over the years.
- 15. Proposed Cycling Station**  
At the request of Councillor Lywood, to consider a proposal by Keswick Community Asset Company to install a 'cycling station' outside Keswick Mini Market.
- 16. Payment of Accounts**  
To authorise the payment of accounts for August 2020 as approved by the Inspection Committee (to be circulated at the meeting):
  - i) For the Town Council
  - ii) For the Trusts
- 17. Mayor's Allowance**  
To consider re-allocating the budget provision for the Mayor's allowance for 2020-21 (£2,000) to another budget head.
- 18. Quarterly Budgets**  
To receive for information the quarterly budgets comparison.

**19. Climate Change Working Group Update**

To receive an update from Councillor Boardman.

**20. Clerk's Report**

To consider the Clerk's report.

**21. Minutes of Committee Meetings**

To receive for information the Minutes of the Events Committee meeting held on 16<sup>th</sup> July 2020.

**22. Correspondence**

To note the following correspondence:

- i) Keswick Senior Citizens Club – thanks for grant.

## KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held using the Zoom app on Thursday 16<sup>th</sup> July 2020 at 7.30 pm.

Present:

Chairman  
Councillor Paul Titley

Alexandra Boardman  
Allan Daniels  
Sally Lansbury  
Adam Paxon

David Burn  
Alan Dunn  
Tony Lywood  
Peter Terry

Markus Campbell–Savours  
Steve Harwood  
Duncan Miller

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

**45. Apologies**

Apologies for absence were received from Dr Geoff Davies (Lake District National Park Authority).

**46. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on 11<sup>th</sup> June 2020 (pages 7-10).

**47. Requests for Dispensations**

The Clerk reported that no requests for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest had been received.

**48. Declarations of Interests**

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

**49. Police Report**

No report was received from the Allerdale Rural Neighbourhood Policing Team and no officers were present.

**50. Matters to be received from the Public**

No matters were received from members of the public.

**51. Matters to be raised by Councillors**

Councillor Harwood asked that consideration be given to resuming face to face meetings now that some restrictions had been eased. The Clerk outlined the current advice from the National Association of Local Councils. It was agreed to include an item to review this on the agenda for the next meeting. Councillors Daniels, Harwood and Miller offered to assist.

Councillor Terry commented on the cracked glass on the roof of the former railway station building which was a danger to the public. Councillor Campbell-Savours advised that he would raise this issue with Allerdale Borough Council.

Councillor Terry asked whether restaurants which had now re-opened were providing toilet facilities. Councillor Boardman reported that she had visited three and all had toilets available for the public.

Councillor Terry said that he was disappointed that there were no bollards on Station Street/St John's Street as part of the temporary one-way system to safeguard pedestrians. County Councillor Lywood advised that the scheme had been introduced to provide more space for pedestrians and would be reviewed after 21 days. Councillor Dunn commented on the number of vehicles ignoring the one-way signs by the cinema and asked if more signage could be provided.

## 52. 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/2020/0072	<p>Fell two mature beech trees 25 St. Johns Street, Keswick, CA12 5AE <i>Object – the trees concerned are designated in the conservation area plan as being important in contributing significant landscape value to the area. They appear to be in good health and no specialist details have been provided to justify their removal. The reasons stated on the application form could apply to many mature trees within the conservation area and to remove them would significantly impact on the landscape quality in this location. We would recommend that Tree Preservation Orders be applied to these trees.</i> <b>OBJECT</b></p>
T/2020/0078	<p>T1 &amp; T2 - Silver Birch - reduce to lower growth 21 St Johns Street, Keswick, CA12 5AE <i>No comments made.</i> <b>SUPPORT</b></p>
7/2020/2141	<p>To allocate a section of the highway in the centre of Keswick (Market Square) for the placement of tables and chairs The Round, 21 Main Street, Keswick, CA12 5BL <i>No comments made.</i> <b>SUPPORT</b></p>
7/2020/2142	<p>Change of Use of Guest House (C1) to Holiday Letting Accommodation (C3) Fell House, 28 Stanger Street, Keswick, CA12 5JU <i>Object – no details have been provided to show how the existing building would be adapted to the use applied for. Planning Policy C22a indicates that re-use of an existing building for holiday letting accommodation will only be considered if the building is not suitable for conversion to meet a local housing need. We do not consider the viability appraisal for conversion to self-contained apartments is valid and believe the building could be adapted to meet a local housing need. We are concerned that a precedent should not be established which could be applied to all existing guest houses thereby making conversion of similar properties to meet local housing needs a less attractive option.</i> <b>OBJECT</b></p>
7/2020/2144	<p>Permanent retention of concrete apron and double access gates installed as site access as part of United Utilities West Cumbria Water Supply Project Field on Chestnut Hill, Chestnut Hill, Keswick, CA12 4LR Support in principle – subject to a drainage channel being provided across the site entrance to prevent rainwater running onto the main road (A591), which should discharge to a soakaway in the field behind. <b>SUPPORT</b></p>

- 7/2020/2148** Alterations and extension to provide an annexe. To include a bedroom, lounge/kitchen/dining area and utility room following withdrawal of application ref 7/2020/2084  
34 Blencathra Street, Keswick, CA12 4HP  
*Object – the alterations made to the original application are of a minor nature and do not change the basis of our original objection. The proposal is a significant first floor extension to an existing substantial 3 storey dwelling creating what is effectively a separate apartment with an independent entrance. It could generate additional parking demand in an already congested area. The reasons stated for its intended use could change over time and do not outweigh the considerable impact this would have on the adjoining dwelling at No. 32 and other neighbouring properties. This is located in the Article 4 direction area and we consider that the detailed design of windows is out of character with the traditional features of the existing house.*  
**OBJECT**
- 7/2020/2150** 2no. timber sliding doors to replace timber folding gates approved under application 7/2017/2065  
12 Penrith Road, Keswick, CA12 4HF  
*No comments made.*  
**SUPPORT**
- 7/2020/2153** Erection of a single storey timber outdoor storage building on the west wall of the house  
7 Vendace Court, Keswick, CA12 4EU  
*Support – subject to any objections from neighbours*  
**SUPPORT**
- 7/2020/2157** Rear extensions & alterations  
27 Briar Rigg, Keswick, CA12 4NN  
*No comments made.*  
**SUPPORT**

- ii) **RECEIVED** update on National Park planning decisions.  
**RESOLVED** that a letter of clarification be submitted in relation to the Council's comments on application no. 7/2019/2317 in view of the information contained in the Planning Officer's report.

### 53. Reports from Ward Representatives

**RECEIVED** reports from the following representatives:

- i) LDNPA North Distinctive Area Parishes' Representative – Dr Davies submitted a written report. Councillor Lywood supplemented this with additional information on the status of the planning application for the proposed Premier Inn on the Ravensfield site, the financial situation of the authority which may lead to job losses, and the changing demography of visitors to the national park.
- ii) Allerdale Borough Council – Councillor Lansbury gave an update from the multi-agency hub and advised on the appropriate reporting mechanism for issues relating to litter, health and safety, track and trace etc. She also advised that a community garden scheme was planned for Millfield Gardens. Councillor Daniels advised that the authority was looking at significant income losses from car parking. Councillor Campbell-Savours commented on the current condition of the water in the Leisure Pool which was discoloured due to lack of cleaning during closure of the pool. This could be safe and ready for use again in two weeks and was not a health and safety issue.

- iii) Cumbria County Council – Councillor Lywood commented on a number of matters:
- The one-way system on Station Street/St John’s Street would be in place for 21 days followed by a possible further 21 days. He asked for an item on the agenda for the next meeting to review its effectiveness.
  - A byelaw had been passed to prohibit cycling on Longbridge, Portinscale
  - £2,000 was now available for the proposed mural on the new bus shelter at Penrith Road
  - Photographs of potholes could now be sent to him or to Councillor Campbell-Savours for attention by the highway authority

**54. Annual Accounts**

**RESOLVED** that the statement of accounts for the year ending 31<sup>st</sup> March 2020 be approved for signature by the Chairman.

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

**RESOLVED** that section 1 - Annual Governance Statement 2019-20 - of the AGAR be approved for signature by the Chairman.

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

**RESOLVED** that section 2 - Accounting Statements 2019-20 – of the AGAR be approved for signature by the Chairman.

**57. Internal Auditor’s Report for Year Ending 31<sup>st</sup> March 2020**

**RECEIVED** the report of the Internal Auditor for the year ending 31<sup>st</sup> March 2020.

**58. Payment of Accounts**

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

- i) For the Town Council, vouchers 35 – 45 amounting to £22,045.82 (twenty two thousand and forty five pounds and eighty two pence).
- ii) For the Trusts, vouchers HP29 – FP42 amounting to £11,617.05 (eleven thousand six hundred and seventeen pounds and five pence).

**59. Climate Change Working Group Update**

Councillor Boardman gave an update on behalf of the Climate Change Working Group. A meeting had taken place with Trudy Harrison MP following the letter from the Town Council. The next ‘Green Get Together’ had been arranged and Suskes were redeveloping their website to include the recycling index.

**60. Clerk’s Report**

**RECEIVED** the Clerk’s report.

**61. Revised Grievance and Disciplinary Policies**

**RESOLVED** that the revised Grievance and Disciplinary procedures be approved and adopted.

**62. Correspondence**

Consideration was given to the following:

- i) Letter from a former Keswick resident - naming of the tunnel on the K2T Multi-user trail  
**RESOLVED** that a letter of support be sent to the LDNPA.
- ii) Great North Air Ambulance – thanks for grant – noted.
- iii) Bob and Judy Barnby – Station Street/St John’s Street one way system – noted.

The meeting closed at 9.00 p.m.

---

Chairman

---

Date



**Planning Applications received between 10/07/2020 - 13/08/2020**

<b>Plan ref</b>	<b>Location</b>	<b>Description of Proposed Development</b>
1604.416/JSW/L NW	Land at 25 St Johns Street	Tree preservation order (No. 416) - Beech tree (T/2020/0072)
7/2020/2039 (revised amended plans)	Former Ravensfield Care Home, High Hill, Keswick, CA12 5NX	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
7/2020/2165	Acorn Garage, Helvellyn Street, Keswick, CA12 4EH	Development of 5 no. flats/maisonettes for local occupancy
7/2020/2166	7, Museum Square, Keswick, CA12 5DZ	One projecting sign and two signs to new shop front
7/2020/2170	Lakeside Car Park, Keswick Mountain Rescue Team Base, Lake Road, Keswick, CA12 5DJ	Approval of details reserved by condition no. 3 of planning approval 7/2018/2118 (Forming new 2 storey dedicated family entrance, extension to vehicle bays & two storey garage and silver command, office space with high ropes training area.) - Details of windows & doors
7/2020/2171	Nandi Hills, Lonsties, Keswick, CA12 4TD	Proposed extensions and alterations to existing dwelling including demolition of existing single storey garage/utility room
7/2020/2178	25, Main Street, Keswick, CA12 5BL	Siting of tables and chairs to facilitate eating and drinking area
7/2020/2188	18 Otley Road, Keswick, Cumbria, CA12 5LE	Change of use of vacant retail store to 4 x 1 no. bed dwellings following approval of planning application 7/2019/2269

**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 10/07/2020 & 13/08/2020

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
T/2020/0054	June-20	53 Calvert Way, Keswick	CA12 4LZ	T1 - Lime - Pollard, T2 - Sycamore - Remove 2 x horizontal limbs over garden & 1 x single dead stem	SUPPORT	APPROVED WITH CONDITIONS		
7/2019/2256	November-19	48 Lakeland Park, Keswick	CA12 4AT	Revised application for single storey extensions to front & rear and conversion of garage	OBJECT	REFUSED	Jul-20	
7/2019/2322	December-19	56 Wordsworth Street, Keswick	CA12 4BZ	Loft conversion and install Dormas to rear elevation and single storey rear extension	SUPPORT		Jul-20	DISMISSED
7/2020/2100	May-20	The Pencil Museum, The former Cumberhand Pencil Factory Site, Southey Works, Carding Mill Lane, Keswick	CA12 5NG	Provision of a small store adjacent and connected to the existing pencil museum, to replace the small section of building removed as part of the entrance realignment	SUPPORT	GRANTED		
7/2020/2141	June-20	The Round, 21 Main Street, Keswick	CA12 5BL	To allocate a section of the highway in the centre of Keswick (Market Square) for the placement of tables and chairs	SUPPORT	GRANTED		
7/2020/2142	June-20	Fell House, 28 Stanger Street, Keswick,	CA12 5JU	Change of use of guesthouse (C1) to holiday letting accommodation (C3)	OBJECT	WITHDRAWN		
7/2020/2150	June-20	12 Penrith Road, Keswick	CA12 4HF	2no. timber sliding doors to replace timber folding gates approved under application 7/2017/2065	SUPPORT	GRANTED		

## Report from the North DA Parishes Member of the LDNPA – July 2020

Although the work of the LDNPA has been heavily impacted by the Corona pandemic, progress has been made on the preparation of the new Local Plan. When I wrote my January 2020 report, the Inspectors appointed to carry out the examination of the plan had just written to the LDNPA outlining (as is usually the case in Local Plan examinations) a number of “Major Modifications” that they were minded to require and indicating some additional evidence that they needed. The additional work required has now been completed, and the resulting documents are available on the LDNPA website<sup>1</sup>. The new documents are as follows.

- Open Space Audit and additional note
- Viability Assessment and Peer Review by Lambert Smith Hampton
- Major Development Assessment
- Housing trajectory
- Anticipated Rate of Delivery of Employment and Mixed Use Sites.

In due course, the Inspectors will announce the dates of the final six-week period of public consultation on the Plan, but we do not have any indication at present when they will do so.

The determination of some planning applications under the extended scheme of delegation continues, and Louise Waterhouse and I met virtually with Andrew Smith on 13<sup>th</sup> July to consider our third batch of such applications. Following another robust discussion, we agreed that all the applications could be determined under the extended delegation but, in one case, an extra condition was added to the permission at our request. Only one of the cases was in the North DA, as follows:

- 7/2020/2036: Beckstones, Thornthwaite: proposed development of 4 affordable dwellings and 1 local needs dwelling (REFUSED).

Following the success of the first virtual meeting of DCC on July 1<sup>st</sup>, the Authority is now moving to formal virtual meetings of its other committees, beginning on 29<sup>th</sup> July with Governance Committee. You can find the papers for virtual committee meetings, together with the links to the live streams, on the committee pages<sup>2</sup> of the LDNPA website.

One of the standing items on the DCC agenda is a report of the planning appeals that have been decided by the Inspectorate. This is of interest because it can be seen as one measure of the soundness of the Authority’s planning decisions, and the Authority has an internal target that no more than 35% of appeals should be allowed by the Inspectorate. As the Committee had not met for four months, there were more cases than usual at the July meeting. Of the ten that were reported, nine of the appeals were dismissed and one was allowed. The one that was allowed was a Committee decision contrary to officers’ recommendation.

Geoff Davies

[Geoff.Davies@lakedistrict.gov.uk](mailto:Geoff.Davies@lakedistrict.gov.uk)

<sup>1</sup> <https://www.lakedistrict.gov.uk/planning/local-plan-review>

<sup>2</sup> [https://www.lakedistrict.gov.uk/aboutus/committee-meetings-calendar/authority\\_committee](https://www.lakedistrict.gov.uk/aboutus/committee-meetings-calendar/authority_committee)







PAPER BANK

mixed paper & card

3.0M





Bin at Moot Hall – Taken by Cllr Daniels 20<sup>th</sup> July 2020







Litter Bins adjacent to Theatre by the Lake – 8pm Sunday 9<sup>th</sup> August 2020 – Taken by Tony Lywood





KESWICK TOWN COUNCIL  
20<sup>TH</sup> AUGUST 2020

**KESWICK TO THRELKELD TRAIL**

As work progresses on the Trail - which is more aptly named the new B66 by our Mayor - we have been re-engaging with the Lake District National Park Authority (LDNPA) on the issue of reopening the section from the Penrith Road filling station to the Railway platform. This followed concern in a letter reported in the Keswick Reminder on 24th July 2020 with an official response from the LDNPA that there were no plans to reopen this section before the completion date of December 2020. LDNPA have subsequently confirmed they will liaise with Cubby Ltd to work towards a possible controlled reopening to facilitate access for children to get to school when the new term starts in September. Cubby Ltd have also provided a helpful response through the Mayor indicating it is their intention to allow public access on this section when they are happy it is safe to do so.

Since work started on reinstating the Trail, we have been highly critical of the LDNPA on the surface choice and other aspects of their decision- making process. However, it is clear the Trail will be completed and I feel it is in the best interests of the Town that we should all now work towards making the reinstatement of this path a success.

We will all appreciate the restoration of this link between Keswick and Threlkeld but I believe the conduct of the LDNPA has fallen well below the standards we should expect on this project. We have been corresponding with the relevant Government Departments raising our concerns on the governance of the National Park Authority. The issues we have been confronted with have far wider significance on future decisions affecting the National Park and it is my view that this should not go unchallenged. Covid 19 has clearly dominated everything since early this year but we did finally get a response from Lord Gardiner of Kimble on behalf of DEFRA (Department for the Environment, Food and Rural Affairs) (attached). This fails to address our main concern on the governance of the LDNPA in a situation where they are acting as client, developer and applicant. Their advice is that if our approaches to the LDNPA have been exhausted we should take our complaints to the Local Government and Social Care Ombudsman.

I now propose the following action.

1. A formal response be sent to the DEFRA letter to record our concern that our principle request has not been addressed - to be agreed with the Mayor and Deputy Mayor.
2. To send a submission to the Local Government Ombudsman, as they suggest, to show that we are serious about this. I do not personally believe this is the right forum to deal with our concerns but it may be a process we have to go through to get support for our case. The submission would be based on the information sent in our letter to DEFRA but with more specific detail to substantiate the points made.
3. Make contact with the Langdale 4x4 team to see how their case is progressing and if we can learn from that.

Time is not an issue here, it is a matter of principle and we need to try and engage with the political establishment to effect any change.

Councillor Steve Harwood



**Department  
for Environment  
Food & Rural Affairs**

**Lord Gardiner of Kimble**  
Parliamentary Under Secretary of State

Seacole Building  
2 Marsham Street  
London  
SW1P 4DF

T 03459 335577  
defra.helpline@defra.gov.uk  
[www.gov.uk/defra](http://www.gov.uk/defra)

Cllr Paul Tittley  
Town Mayor  
Keswick Town Council  
Council Offices  
50 Main Street  
Keswick  
CA12 5JS

Our ref: PO2020/16490/AJ

3 August 2020

Dear Mr Mayor,

Thank you for your letter of 16 June to the Secretary of State about the Lake District National Park Authority (LDNPA). I am replying as the Minister responsible for this policy area and apologise for the delay in doing so. Defra is currently dealing with high volumes of correspondence due to COVID-19. Thank you for your understanding during this challenging time.

We appreciate your concerns and it is clear that you care about the special qualities of the Lake District. Defra is aware that Keswick and Threlkeld Trail has been granted planning permission and works have commenced, and is assured that the LDNPA is aware of public concerns on this issue.

Whilst Defra works with National Park Authorities (NPAs) on a strategic basis, the Government does not intervene in their day-to-day running. NPAs are local planning authorities and have independence from central Government in this regard. Defra officials have been in contact with the LDNPA in relation to decisions taken with this scheme. I hope the following is helpful in shedding light on the background and decisions taken in relation to the choice of surface material.

The LDNPA is seeking to create a five-kilometre multi-user, traffic-free public trail from Keswick town centre to Threlkeld village. The route does not exist from 'end-to-end' at present and the objective is to create a family-friendly route. The decision follows storm Desmond in 2015, which caused severe damage to an existing permitted path that followed part of the route of the old railway line between Keswick and Penrith.

The NPA undertook research which helped determine that an all-purpose trail allowing people with limited mobility access was required. A sealed surface was chosen to reflect the various user interests that were stated in the survey undertaken during the trail feasibility and design stages. The LDNPA explained to Defra that tarmac was chosen after thorough debate and analysis, following storm Desmond, as a more resilient and durable surface than previously used.

As part of the planning consultation for this scheme, the LDNPA also engaged with Natural England, a non-departmental public body whose statutory purpose is to ensure that the natural environment is conserved, enhanced and managed for the benefit of present and future generations, thereby contributing to sustainable development. Natural England's assessment of the scheme did not highlight any concerns with use of tarmac as a surface material.

We do however appreciate your concerns about the choice of surface material being used for the multi-user public trail. Defra will continue to engage with the LDNPA to ensure that the primary purpose of the National Parks in conserving and enhancing the natural beauty, wildlife and cultural heritage of the area is being met.

Any complaints should be directed in the first instance to the LDNPA. If this procedure has been fully exhausted, then the Local Government and Social Care Ombudsman is available as a free service to investigate complaints fairly and independently.

Yours sincerely,  
John Gardner

---



## KESWICK TOWN COUNCIL

## GENERAL FUND

1st April 2020 - 31st March 2021

Budget Summary as at 30th June 2020

1st Quarter

Expenditure:	AGREED Budget for 20/21	Expenditure to 30.06.20	% of Budget
General Administration	74135	24863	33.54
Grants to outside bodies	16219	16218	99.99
Christmas Lights	30300	0	0.00
Mayors Allowance	2000	0	0.00
War memorial	1500	200	13.33
Townfield	1300	200	15.38
Open Spaces	1000	250	25.00
Fitz Park - Grant from KTC (deficit)	152719	76360	50.00
Communications & Neighbourhood Plan	500	0	0.00
Audit Fee/Accounts Preparation	1700	30	1.76
Contingency Sum	5000	0	0.00
Keswick Events (Inc. Scruffs 19-20)	15805	113	0.71
Events Co-ordinator	4305	0	0.00
Floral displays	500	0	0.00
Allotments Expenditure	600	146	24.33
Annual Parish Meeting (Inc. room hire & refreshments)	200	0	0.00
Advertising	300	0	0.00
Promotional gifts to civic visitors to Keswick	250	0	0.00
CCTV Annual Maintenance	3000	0	0.00
<b>TOTAL EXPENDITURE:</b>	<b>311333</b>	<b>118380</b>	<b>38.02</b>

Income:	AGREED Budget 20/21	Income to 30.06.20	% of Budget
Precept	270641	135321	50.00
Grant to Fitz Park - ABC	20000	20000	100.00
Bank/Investment interest (Inc. War Memorial)	5	0	0.00
Walker Park rent	12267	12267	100.00
Allotments Income - Rent	600	350	58.33
Events Banners Income	2500	648	25.92
Keswick Events Contributions (Inc. Scruffs)	5000	0	0.00
Christmas Lights Contributions	300	0	0.00
Townfield Interest	20	4	20.00
<b>TOTAL INCOME:</b>	<b>311333</b>	<b>168590</b>	<b>54.15</b>

**KESWICK TOWN COUNCIL**

**GENERAL FUND - ADMINISTRATION**

**1st April 2020 - 31st March 2021**

**Budget Summary as at 30 June 2020**

**1st Quarter**

<b>Expenditure:</b>	<b>AGREED Budget 20/21</b>	<b>Expenditure to 30.06.20</b>	<b>% of budget spent</b>
Salaries, Nat ins & Pension & Pension Deficit	99144	23430	23.63
Payroll - Outsource Costs	330	79	23.94
Rent	7100	1775	25.00
Rates	0	0	0.00
Building Service Costs	5000	0	0.00
Repairs - Decorating/Carpets/Upgrades	500	0	0.00
Insurances	700	13407	1915.29
Subscriptions	770	747	97.01
Conferences/Training	750	0	0.00
Stationery	1000	93	9.30
Postage	300	44	14.67
Telephone & Internet	750	130	17.33
Photocopier	1358	277	20.40
Computer maintenance/support	2325	1387	59.66
Office Equipment	200	0	0.00
Staff Expenses	250	0	0.00
Ex Employee Pension	1400	0	0.00
Health and Safety	50	8	16.00
Website (Annual Fee)	300	60	20.00
Council Chamber/Meeting Expenditure	150	0	0.00
Telephone System - Maintenance Fee	200	0	0.00
Staff Recruitment Costs	1000	0	0.00
<b>Total Expenditure:</b>	<b>123577</b>	<b>41437</b>	<b>33.53</b>

*Recharges to be made*

<b>Income:</b>	<b>AGREED Budget 20/21</b>	<b>Income to 30.06.20</b>	<b>% of budget income</b>
Photocopies	0	0	0.00
Council chamber rental	20	0	0.00
<b>Total Income:</b>	<b>20</b>	<b>0</b>	<b>0.00</b>

<b>To be allocated:</b>	<b>123557</b>	<b>41437</b>	<b>33.54</b>
-------------------------	---------------	--------------	--------------

<b>Allocation:</b>	<b>Agreed allocation 20/21</b>	<b>% of allocation to date</b>
General Fund - (60%)	74135	24863
Hope Park - (20%)	24711	8287
Fitz Park - (20%)	24711	8287
	<b>123557</b>	<b>41437</b>

KESWICK TOWN COUNCIL  
20<sup>TH</sup> AUGUST 2020

**Green Working Group – Update**

No specific items for the Agenda but to show what we are currently working on:

- 1) Issue with Take Away Litter – Allan Daniels is progressing the ‘bin’ aspect of this with ABC (unlikely to get recycling bins). However the big issue is that a lot of the main takeaways are using non-recyclable packaging; we are currently looking into alternatives and pricing before contacting the local businesses.
- 2) Allerdale have now issued their new ‘green’ Procurement Policy. We are currently looking to see what/how we can implement aspects of this with Keswick Town Council. We plan to have proposals at a future KTC meeting for discussion.
- 3) The Green Get Together on Monday 10<sup>th</sup> August was via zoom with a great talk/discussion by Eden Valley Dairy Farmer Robert Craig (the former chair of NFU and Nuffield Scholar in Sustainable Food Production Worldwide)
- 4) Green Accreditation for Keswick businesses – we are currently investigating if there is a national scheme which is suitable for local businesses to sign up to where they meet set Green criteria.
- 5) Terracycle Scheme – this was working really well pre-lockdown. The group will now begin to update/re-promote (with support of Sustainable Keswick) where the Terracycle Scheme is operating in town which is great for the items which can’t go into our normal Allerdale recycle bins.
- 6) Tetrapack Recycling. This is done by tetrapac in large urban areas but we don’t have one in Keswick. Allan reported that St John’s would be happy to have one and Sally Lansbury said Booths were also interested. As a group we will investigate further but hope that KTC will be able to support this by sending a letter to Tetrapack (hope to have this ready for the Sept KTC meeting for discussion).

Councillor Alexandra Boardman

KESWICK TOWN COUNCIL  
20<sup>TH</sup> AUGUST 2020

**CLERK'S REPORT**

1. Holding in-person Council Meetings

The Working Group has met to consider how the Council might return to in-person Council meetings (NALC's advice is that we should continue to meet remotely). However, in the light of the recent tightening of restrictions following the increase in new cases, they feel that this is not the right time but that the issue should be kept under review.

2. Committee Memberships – Changes since Annual Council

Following the memberships agreed at the Annual Council meeting, Councillor Harwood resigned from the Staffing Committee and Councillor Lansbury indicated that she would be prepared to take his place. Councillors are asked to formally approve this change.

3. Website Accessibility Requirements

The Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018 require public sector bodies, which includes local councils, to ensure reasonable adjustments are made to websites so they are accessible to people with various disabilities. These include:

- Impaired vision
- Motor difficulties
- Cognitive impairments or learning disabilities
- Deafness or impaired hearing

From 23<sup>rd</sup> September 2020 all local council websites (including ours) have to comply with these regulations and reasonable adjustments have to be made so people can access information. We are required to include an accessibility statement on our website setting out to what extent we meet the requirements and what alternative arrangements are available. The website standards that councils are expected to meet are the Web Content Accessibility Guidelines (WCAG) 2.1.

As a first step, the Council's website provider has been asked to carry out a basic check of our website to establish any remedial activities needed.

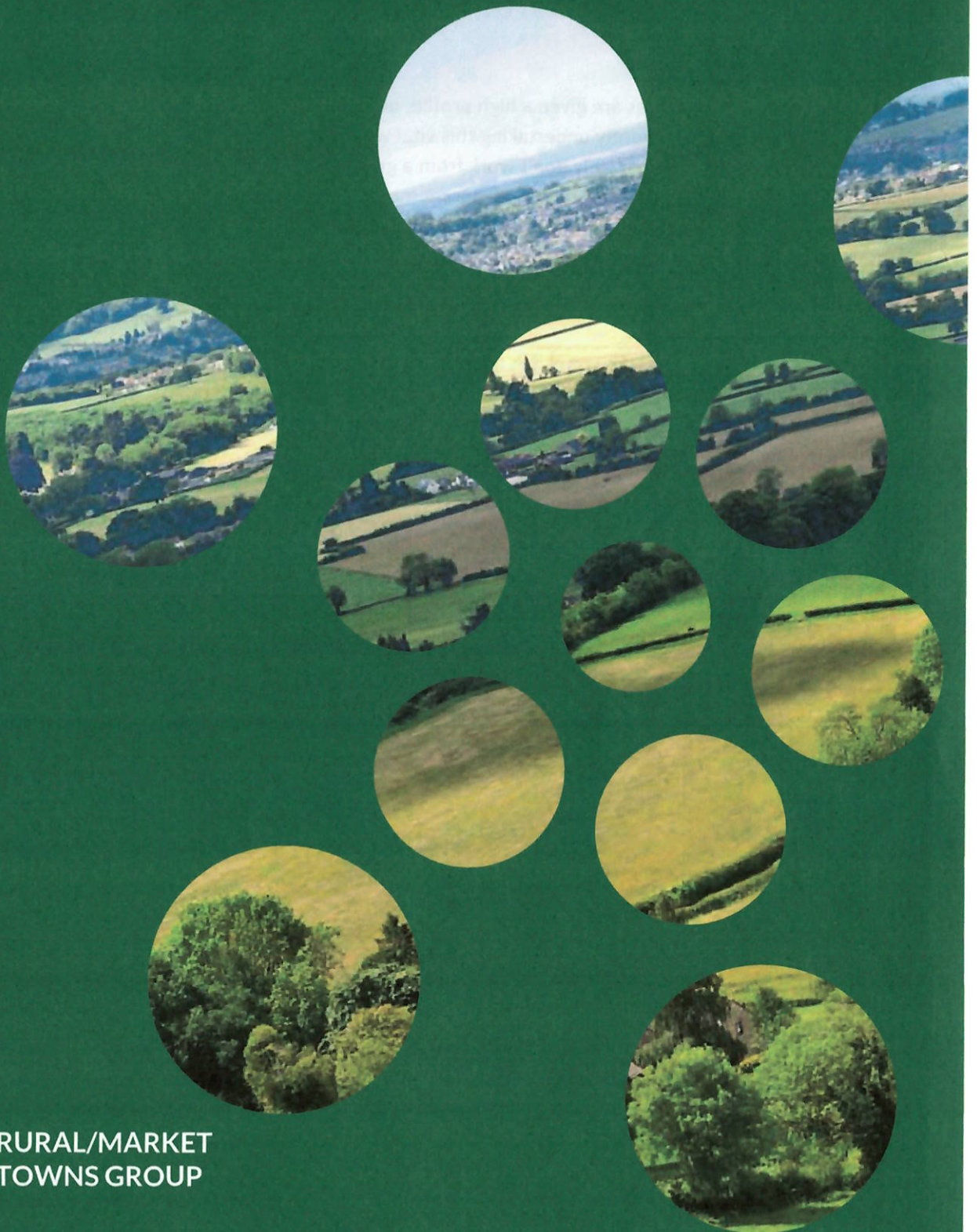
4. Rural Market Towns Group

I have been approached by the Director of the Rural Services Network to see whether the Council would be interested in joining the Rural Market Towns Group. Towns have been approached on the basis of one per District area across England (where the District involved has rural areas). Previously a paid membership (£130 p.a.), there is now an opportunity given the current situation that allows the Council to try their services and evaluate without any fee. There is currently a group of 80+ Town Council members with no town representative from the Allerdale area. The Town Council can join the Rural Market Towns Group until 1<sup>st</sup> April 2020 without charge and consider before that date whether it wishes to continue its membership on a paid basis based on its assessment of the value of membership in 2020. Further details are attached to this report and I would recommend that this offer be accepted.

LW  
120820



# The Rural/Market Towns Group



RURAL/MARKET  
TOWNS GROUP



# A RURAL/MARKET TOWNS GROUP- A FORMAL INVITE

We are a Special Interest Group of The Local Government Association representing Rural Areas across England. Our mission is to be the national champion for rural services, ensuring that people in rural areas have a strong voice. We have 123 Principle Authority members from across England. We also have a grouping of 200 plus non- local authority service providers (the RSP) and we issue a Rural Bulletin weekly to around 23,000 rural contacts across England. We also issue a monthly Funding Digest of rural grant opportunities and Government consultations.

Our website is [www.rsonline.org.uk](http://www.rsonline.org.uk)

## What we do:

We aim to ensure rural issues are given a high profile, unfortunately we now find ourselves as the only organisation in England currently undertaking this vital work. Our network is the countries' largest rural network. We ourselves deliberately don't work from a grant or government funding base but from member subscription. We provide value for money to our members. This has allowed growth and continuity of operation together with the ability to make the rural case honestly and from within ourselves without fear of upsetting any external funding stream on which we may be dependent.

## What we have achieved to date:



The first general rural parliamentary groups in history



Better finance settlements for rural authorities



Continual Pressure on Government in relation to issues ranging from broadband to rural housing and vulnerability



The creation of Rural Crime, Rural Health and Rural Research organisations and now a Rural/Market Town Grouping that will hopefully span across England

## The facts:

There are many rural areas in England spun across 200 different local authorities. Only by working together can we present a cohesive approach to an urban facing government. It is easy for urban areas to gather support but more difficult for dispersed rural areas. We have to get rural messages across and backed if they are to properly be heard and acted upon.

## What we want from you:

The wider our membership the stronger the rural voice- it's a simple fact. We want to establish a Rural/Market Towns Group to allow towns a conduit into our services and policies and operation. We wish to see Rural Towns given the opportunity to establish the commonalities of their case and to be able to argue for it. We charge an annual subscription which is low and affordable but it's what it can give back that we wish to be judged upon.

## What we can give you back:



Formation of a dedicated Rural/Market Towns Group, offering some peer-to-peer networking and discussion opportunities (either face-to-face or online) and input into the national rural agenda. (Representation on this Group can be by Council Clerk or Member)



Development of a representational role, for example responding to selected public policy consultations or meeting with interested Parliamentarians. There is no rural or market or small towns APPG



Development of good practice and learning material related to the key policy areas and delivery challenges and opportunities for rural/market towns



Provision of a dedicated quarterly newsletter highlighting relevant latest policy developments, showcasing interesting member practice and flagging relevant initiatives or funding opportunities (perhaps drawn from the Rural Funding Digest)



Where made possible by published material - provision of some benchmark statistics about rural/market towns



Management of occasional online surveys of the member rural/market towns, to gather comparative information about topics of particular interest to this grouping and to the RSN as a whole



Free RSN community membership for your local organisations



Entry onto a bulletin calendar of the major local rural/market town events



The ability to establish and present the collective voice of rural/market towns



The ability to say what your council think about English rural issues which affect their area as and when they arise



An expectation that those views will be taken forward



Full entitlement to attend, free of charge, any of the seven annual seminars each based around a specialist topic



Involvement in the English Rural Sounding Board system



Discounted rates at the National Rural Conference every September



An annual Rural Town networking meeting held online

## If you don't receive these currently you will also get:



The weekly Rural Bulletin



The monthly RSN Funding Digest



## Summary:

Our target is to form a Rural Market Towns Group of approximately 200 towns by the end of 2020 and harness the argument of these rural areas. Both the town councils, people in the towns, and their surrounding hinterlands will be better placed to put their arguments across and contribute to the rural voice. We hope you can help us grow from the start!

As we exit the EU we are currently calling on government to produce a 'Rural Strategy' giving both direction and promise to rural areas. Our wish is that Rural and Market Towns should be given clear opportunities in such a Strategy. To date government has received this call somewhat negatively. It is only by working together and by establishing and pursuing common goals that your town can input into the national picture. Please back us to back your town and your area.

# LET'S BRING & ARGUE THE RURAL CASE TOGETHER

---

If you would like further information about the Rural/Market Towns Group please contact us:

Rural Services Network  
Kilworthy Park,  
Tavistock, Devon  
PL19 0BZ  
01822 851370  
[www.rsnonline.org.uk](http://www.rsnonline.org.uk)  
[david.inman@sparse.gov.uk](mailto:david.inman@sparse.gov.uk)  
twitter: @rsnonline



RURAL/MARKET  
TOWNS GROUP

**KESWICK TOWN COUNCIL**

Minutes of the meeting of Keswick Town Council Events Committee held via the Zoom app on Thursday 16<sup>th</sup> July 2020 at 2.30 p.m.

---

**Present:** Councillor Paul Titley (Chair) (PT)  
Councillor David Burn (DB)  
Councillor Allan Daniels (ADa)  
Councillor Alan Dunn (ADu)  
Councillor Sally Lansbury (SL)  
Councillor Tony Lywood (TL)  
Lynda Walker (Town Clerk) (LW)  
Catherine Parker (Responsible Financial Officer) (CP)  
Sue Plant (Events Co-ordinator) (SP)  
David Roberts (Keswick Lions Club)  
David Quainton (Keswick Rotary Club) (DQ)  
Vanessa Metcalfe (Keswick Tourism Association) (VM)

**1. Apologies**

Apologies for absence were received from Phil Byers and Chris Harper.

**2. Appointment of Chair**

**RESOLVED** that Councillor Titley be appointed Chairman of the Committee for the ensuing year.

**3. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the Minutes of the Events Committee meeting held on 18<sup>th</sup> March 2020 (pages 15-16).

**4. Christmas 2020**

CP reported that the contractor had everything in hand for the lighting display apart from detail regarding the exact location of the tree. A discussion took place regarding the arrangements for the Christmas Lights Switch-on scheduled for Friday 20<sup>th</sup> November 2020 in view of the continuing Coronavirus restrictions.

**RESOLVED** that the situation be reviewed in September and a decision taken at that time.

*Note: Councillor Lywood asked on behalf of the Battersby Trust for the wiring on the Moot Hall to be removed or tidied up. CP to contact the contractor and arrange a site meeting if necessary.*

**5. Updates from Partners**

Councillor Daniels reported that consideration was being given to holding the Remembrance Sunday service in Fitz Park in November due to limitations of space inside St John's Church and the requirement for social distancing. Discussions were ongoing and he would report back to the next meeting.

The Chair reported that Fitz Park Trust had agreed to hire the park to Turners Funfair for two weeks. A lively debate followed and it was confirmed that the hire contract could be terminated if problems arose.

**6. Date of next meeting**

Monday 28<sup>th</sup> September 2020 at 10.30 a.m.

The meeting ended at 3.05 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date



## KESWICK SENIOR CITIZENS CLUB

"Drop In," Heads Road, Keswick

Reg. Charity 517693

Lynda Walker,  
Joan Black,  
Keswick Town Council,  
Council Offices,  
Main Street,  
KESWICK  
CA 12 5 JS.

from: 4 St Johns Road,  
Starita,  
Penrith,  
CA 11 0EF.

13 JULY 2020

Dear Lynda Walker,  
Replacement Heating units to main hall.

The three up to date units have now been installed, and the invoice of £3,168 paid. Our main expenditure is electricity for heating and light etc, and the former units were installed over 20 years ago.

The Centre has been closed since 20 March but as and when we can safely re-open we understand that heating will be provided more accurately and economically - very important for older people.

The Town Council grant of £2,000 was a very important factor in achieving this as we do not benefit from regular public finance.

Can you please advise the Town Mayor and members that we are very grateful for this important support.

Sincerely,

Michael Jackson

Town Secretary/Treasurer.

Handwritten text in the top left corner, possibly a date or header.

Handwritten text in the top right corner, possibly a name or address.

Main body of handwritten text, consisting of several paragraphs of cursive script.