

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS
Tel 017687 73607
Email: townclerk@keswicktowncouncil.gov.uk

10th December 2020

A meeting of Keswick Town Council will be held remotely via the Zoom app on Thursday 17th December 2020 at **7.00 pm**. **Please note start time of meeting.**

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 sent by email and made available on request to members of the public.



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 19th November 2020 (pages 30 - 35).
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 report of the Allerdale Rural Neighbourhood Policing Team.
6. **Matters to be received from the Public**
Such matters may be received throughout the meeting, however, items raised should not be discussed for longer than 10 minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.
7. **Matters to be raised by Councillors**
An opportunity for Councillors to raise any unforeseen matters which are not on the agenda, with the consent of the Chair, and which do not require a decision – items raised should not be discussed for longer than 10 minutes.
8. **Applications for Development**
 - i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority

- ii) To receive update on National Park planning decisions.

9. Mayor's Report

To receive details of the Mayor's engagements and meetings attendance for the period 13th November 2020 – 10th December 2020.

10. Reports from Ward Representatives

To receive reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives
- ii) Cumbria County Council Ward Representative
- iii) LDNPA North Distinctive Area Parishes Representative

11. Payment of Accounts

To approve the payment of accounts for December 2020 as recommended by the Inspection Committee (list to be circulated prior to the meeting):

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

12. Budget for 2021/2022

To approve the draft Budget for the financial year 2021/22, to set the precept, and to agree grants to local organisations from the 2021/22 budget.

13. Clerk's Report

To consider the Clerk's report.

14. Road Safety Issues - Calvert Way

At the request of Councillor Miller, to consider making representations to Cumbria County Council and Allerdale Borough Council asking them to work together to address the road safety issue caused by the lack of pavement on Brundholme Road when exiting Calvert Way both left and right.

15. Keswick Community Housing Trust – Grant Request

To consider a request for financial support from Keswick Community Housing Trust.

16. CCTV

To receive an update from Councillor Burn on the installation of the new CCTV cameras in the Market Square.

17. Reports from Representatives on Outside Bodies

To receive a report from Councillor Alan Dunn – Keswick Tourism Association.

18. Climate Change Working Group

To receive an update from the Climate Change Working Group and to consider a request for support with the 'Meadows' project.

19. Minutes of Liaison Meetings

To receive for information:

- i) the notes of Keswick Ministries Town Liaison Forum held on 8th December 2020 attended by Councillor Miller and the Clerk.

20. Correspondence

To consider the following correspondence:

- i) Response from Dept for Environment, Food & Rural Affairs – Governance of Lake District National Park Authority.

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'

21. Staffing - Staffing Committee Minutes

To receive for information the draft Minutes of the Staffing Committee meeting held on 9th December 2020.

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held remotely using the Zoom app on Thursday 19th November 2020 at 7.30 p.m.

Present:

Chairman
Councillor Paul Titley

Councillors		
Alexandra Boardman	David Burn	Markus Campbell- Savours
Allan Daniels	Alan Dunn	Steve Harwood
Sally Lansbury	Tony Lywood	Duncan Miller
Peter Terry		

Also present were Lynda Walker (Town Clerk), Catherine Parker (Responsible Financial Officer), Kimberley Ward (Keswick Community Emergency Recovery Partnership), 1 member of the press and 3 members of the public.

124. Apologies

Apologies for absence were received from Councillor Paxton (work), Dr Geoff Davies and Inspector Waddell.

125. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on the 15th October 2020 (pages 26-29).

126. Requests for Dispensations

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

127. Declarations of Interest

Declarations of interest were received from:

Councillor Dunn – item 11 – owns a holiday let in Keswick

Councillor Lansbury – item 11 – owns a Guest House in Keswick

Councillor Miller – item 11 – owns a holiday let in neighbouring parish

Councillor Paul Titley – item 11 – owns a Guest House in Keswick

128. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team for October. 20 crimes and 3 Anti-Social Behaviour (ASB) incidents had been recorded during the month which compared with 22 crimes and no ASB incidents for October 2019. The Mayor congratulated the Police on 'Operation Horizon'.

129. Matters to be received from the Public

A local resident asked what the Council's view was on the application for a Premises Licence for Premier Inn as a number of people had raised concerns with him. The Mayor advised that this item would be discussed later in the meeting.

130. Matters to be raised by Councillors

Councillor Lansbury asked for support for local businesses which were closed during lockdown by shopping with them on-line where possible or buying vouchers and 'pledging' to shop there in the future.

131. 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/2020/0147	Removal of 1 conifer tree (T1) Greta Cottage, Greta Side, Keswick, CA12 5LG <i>No comments made</i> SUPPORT
T/2020/0150	2 x Beech trees - Prune limbs back to boundary and crown reduce by 2mtr and shape. Remove epicormic hedge growth from trunk High Spy, 7 Fenton, Keswick, CA12 4AZ <i>No comments made</i> SUPPORT
7/2020/2189	Single storey rear extension and installation of 2m rear high boundary wall 2 Springs Road, Keswick, CA12 4AQ <i>Support in principle subject to the following concerns on points of detail – (1) The new rear boundary treatment should be replanted as a hedge on the new line proposed to maintain the general landscape pattern of boundaries along Halls Mead (2) The proposed new roof lights would be less visually prominent if the two blocks of 3 roof lights over the studio and kitchen could be interlinked rather than set individually in such a small roof area.</i> SUPPORT
7/2020/2228	Conversion of an existing car park to the north-east side of the existing public house to form an external customer and landscaped area. Car park adjacent to the Chief Justice of the Common Pleas Public House, 2-6 Bank Street, Keswick, CA12 5JY <i>Object – The new application does incorporate improvements to the previous proposal with a reduction in numbers catered for, landscaping and a limitation of opening hours. However the principal reasons for refusal of the previous application, which were supported in an appeal to the decision, remain unchanged: (1) Insufficient consideration has been given to the loss of car parking increasing pressure on already overstretched public car parks. (2) The use proposed would have an incongruous appearance on this prominent corner location and have a negative impact on neighbouring residential properties. (3) The proposed beer garden would be at odds with conserving the historic character within the conservation area and the adjacent listed building. This is exacerbated by the proposed raised canopy. (4) The case put forward for the economic/tourism benefit and reduced noise impact is not accepted and does not outweigh the harm caused to the local amenity and neighbouring properties.</i> OBJECT
7/2020/2239	The erection of a single storey extension and porch to create an additional 2 no bedrooms and a bathroom 19 Grizedale Close, Keswick, CA12 4JL <i>Object – There is a variation in the proposed extension plan and the existing side boundary at the rear which shows the extension intruding into the adjacent open grassed area, which is designated as common land.</i>

To accommodate the rear extension and patio area proposed would involve significant excavation into the banked rear garden. This would directly impact the adjoining dwelling and the open grassed area to the side boundary. It would also result in the loss of existing mature planting on land outside the site boundary indicated.

OBJECT

- 7/2020/2241 Demolition of lock up storage building to create site for residential development
Lock up Garage, Penrith Road, Keswick, CA12 4NE
Support –subject to detailed proposals and (1) Environment Agency being satisfied with flood protection measures as the site lies in Flood Zone 2 area (2) Section 106 local occupancy condition applying.
SUPPORT

- 7/2020/2242 Two storey extension to dwelling following approval of 7/2019/2250
44 Trinity Way, Keswick, CA12 4HZ
Object – the main element of the 2 storey extension was approved in Nov. 2019. The addition of a dormer window to the front elevation is considered to be inappropriate and completely out of character with the roof form of all other dwellings on this estate. The house has a low pitch roof not designed to be convertible and the introduction of a dormer window creates the appearance of a 3 storey dwelling and a greater intensity of use than is appropriate.
OBJECT

- 7/2020/2248 Demolition of conservatory and porch, internal alterations and 3 storey extension
26 Heads Road, Keswick, CA12 5EX
Object - The aim of providing improvements to the existing semi-detached dwelling for use as a family home by the applicants is acknowledged but there are elements of this proposal which we consider to be unacceptable: (1) The creation of an additional floor level below the existing raised ground floor involves significant excavation in a confined area which does impact on the scale and balance of the adjoining 2 storey semi-detached dwelling. No details are provided on the proposed treatment of the area between the front of the house and the front boundary wall with an existing mature hedge – indicated as being retained in the Design Statement. (2) A retaining wall is proposed adjacent the stepped entrance approach to the adjoining dwelling at 25 Heads Road. No details are provided to show how this can be constructed without affecting the amenity of that dwelling. (3) The forward projecting element of the new extension incorporates corner windows which look directly towards the principal living room and bedrooms of 25 Heads Road. We understand an objection has been raised by the adjoining owner.
OBJECT

- 7/2020/2252 Alterations and extensions and replacement garage
71 Wordsworth Street, Keswick, CA12 4BZ
No comments made
SUPPORT

- 7/2020/2253 Rear single storey kitchen extension
40 Windebrowe Avenue, Keswick, CA12 4JA
No comments made
SUPPORT

Councillor Campbell-Savours declared an interest in application no. 7/2020/2228 as a member of Allerdale Borough Council and took no part in the discussion or vote.

- ii) **RECEIVED** update on National Park planning decisions.

It was agreed to bring forward items 20 (ii) and 17 on the agenda.

132. Correspondence

- i) Allerdale Borough Council – application for premises licence for Premier Inn, Keswick. Councillor Daniels advised that the Borough Council’s Licensing Panel would be considering the application shortly and offered to raise any questions on behalf of the Town Council. No objections were raised.

133. Reports from Representatives on Outside Bodies

- Kimberley Ward, the new Project Manager for Keswick Community Emergency Recovery Partnership, introduced herself and presented an update on the work of the Partnership.

Kimberley left the meeting.

134. Mayor’s Report

- RECEIVED** details of the Mayor’s engagements and meeting attendance for the period 9th October – 12th November 2020.

135. Clerk’s Report

- RECEIVED** and noted the Clerk’s report.

136. Holiday Lets and Second Homes in Keswick/Local Occupancy Conditions

Councillors considered what action the Town Council might take to preserve the vibrant community of Keswick in the light of increasing numbers of residential dwellings becoming second homes and holiday lets. It was acknowledged that whilst tourism was a valuable part of the Keswick economy, it was important to ensure a balanced community by stopping the upward trend in numbers. The difficulties of enforcing Local Occupancy Conditions, currently the only method of controlling the loss of properties, were also discussed.

RESOLVED:

- i. that the Town Council thank and support the Lake District National Park Authority in producing a list of local occupancy restriction houses in Keswick
- ii. that a letter be sent to all local holiday letting agencies advising them that local occupancy restrictions preclude any dwelling being used for holiday letting purposes, and suggesting that all clients should make a specific declaration that the property being let for holiday use has no local occupancy restriction on it, and that this be made part of their terms and conditions for letting properties
- iii. that Allerdale Borough Council be requested to consider increasing the Council Tax on second homes to 100% instead of the currently discounted rate of 95%
- iv. that consideration be given to hosting a conference to create alliances and to support lobbying on this issue.

137. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – Councillor Daniels reported that a meeting of the Licensing Panel was due to take place to review policy and he would be supporting a proposal that Parish Councils should be consulted on licence applications. He updated on the Borough Council’s current preferred arrangement for unitary councils in Cumbria. Councillor Lansbury advised that the new Business Support grant scheme was open for applications. She also reported that the Climate Change Group, of which she was chair, had now met and she would be keeping the Town Council updated.

- ii) Cumbria County Council – Councillor Lywood reported that Keswick Library was due to re-open on 23rd November on a limited basis. Work on the Penrith Road bus shelter mural had been delayed due to Covid. In response to a question from Councillor Miller he said that the one-way system on Station Road/St John’s Street was working well but signage was still awaited. Councillor Miller suggested that signs could be painted on the road where the pavements were narrow and Councillor Lywood agreed to follow this up.
- iii) LDNPA North Distinctive Area Parishes Representative – Dr Davies submitted a written report.

138. Request from Keswick Museum

Consideration was given to a request from Keswick Museum for a reduction in the cost of hiring banner space in the Market Square or on Station Street from 1st April – 31st October 2021 (30 weeks).

RESOLVED that a reduction of one third of the normal cost be approved.

139. CCTV Installation

Councillor Terry reported on his investigations into privacy issues regarding the new CCTV system to be installed in the Market Square, and the existing cameras on the Moot Hall. He confirmed that following assurances from the Police that technologies were available to overcome his concerns, he would wish to see these incorporated into the new installation before being satisfied on the issue of privacy of the individual.

140. Payment of Accounts

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

- i. For the Town Council, vouchers 99 – 122, amounting to £43,306.34 (forty three thousand three hundred and six pounds and thirty four pence)
- ii. For the Trusts, vouchers HP118 - FP125, amounting to £19,977.02 (nineteen thousand nine hundred and seventy seven pounds and two pence)

141. Audit for the Year Ended 31st March 2020

RESOLVED that the Annual Governance & Accountability Return for the year ended 31st March 2020 including the Certificate of Conclusion of the External Audit be approved and accepted with no matters arising.

142. Report from the Climate Emergency Working Group

RECEIVED a report from Councillor Boardman and an update on himalayan balsam ‘bashing’ from Councillor Terry.

143. Minutes of Committee Meetings

RECEIVED for information the Minutes of the Events Committee meetings held on 20th October and 3rd November 2020.

144. Correspondence

The following correspondence was noted:

- i) Cumbria Association of Local Councils – Local Government Reorganisation in Cumbria
- ii) Lake District National Park Authority – Lake District Local Plan: Consultation on Proposed Main Modifications – 29th October to 11th December 2020
- iii) Police & Crime Commissioner for Cumbria – pedlars in Keswick

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'

145. Staffing - Minutes of Committee Meetings

RECEIVED the draft Minutes of the Staffing Committee meeting held on 30th October 2020.

146. Contracting - Appointment of Internal Auditor

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

RESOLVED that Ian Smithson be appointed Internal Auditor to the Council for a period of three years and that approval be given for a letter of appointment to be sent to confirm this.

The meeting closed at 9.25 p.m.

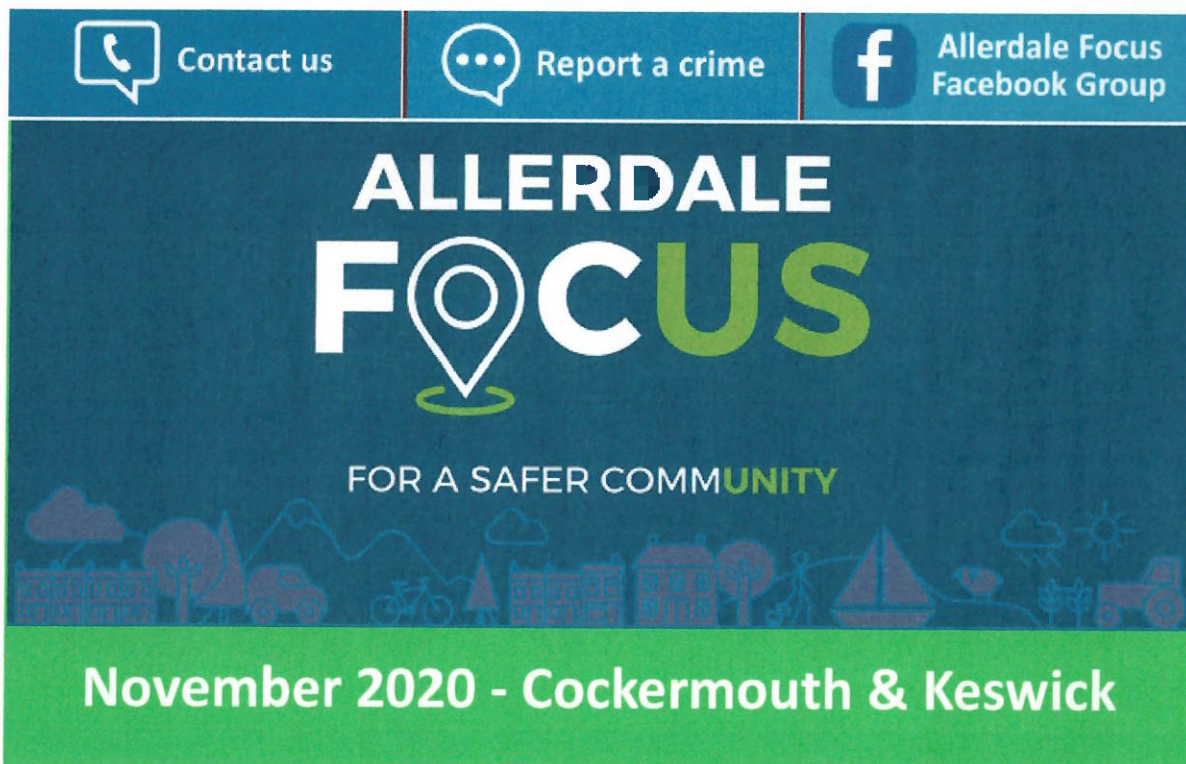
Chairman

Date

Ania Mlynczak

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 02 December 2020 15:07
To: Ania Mlynczak
Subject: November 2020 - Cockermouth & Keswick

[View in browser](#)



The banner features a dark blue background with a green bar at the bottom. At the top, there are three navigation buttons: 'Contact us' with a phone icon, 'Report a crime' with a speech bubble icon, and 'Allerdale Focus Facebook Group' with a Facebook 'f' icon. The main text reads 'ALLERDALE FOCUS' in large white and green letters, with a location pin icon over the 'O' in 'FOCUS'. Below this, it says 'FOR A SAFER COMMUNITY' in white. A row of small icons representing various community elements (houses, trees, a car, a bicycle, a person, a boat, a tractor) is visible. The bottom green bar contains the text 'November 2020 - Cockermouth & Keswick' in white.

Please let us know how useful these newsletter updates are, [Click Here](#)

West Cumbrian man given criminal behaviour order

Officers in West Cumbria have taken action to stop a west Cumbrian man’s antisocial and criminal behaviour.

A three-year Criminal Behaviour Order was secured on 6th November at Workington magistrates against Joshua Thwaites, 32, of Cross Street, Whitehaven. Thwaites has also been sentenced to 46 weeks.

The Criminal Behaviour Order prohibits Joshua from

- Not to enter any property or premises that are members of the Workington Shopwatch Scheme at



any time, and not to enter all other premises which display a Workington Shopwatch notice.

- Not to enter the area of Workington as edged blue on the attached map
- Not to enter any Tesco's stores in West Cumbria at any time
- Not to enter McColl's, 81-85 Harrington Road, Workington at any time

Neighbourhood Watch launches PROTECT YOUR Pa\$\$W0rD campaign with 3 quick and easy steps

As we spend more time at home and on our online devices, over one third (34%) of people say that they're more concerned about cybercrime than physical crime and a startling 1 in 5 people are a victim of cybercrime!* You could be more at risk than you might think.



If strengthening your passwords is something you keep putting off, or you feel overwhelmed by the sea of online security information, you're not alone.

As part of our Cyberhood Watch initiative, launched in 2019 in partnership with Avast, we have launched a PROTECT YOUR Pa\$\$WORD campaign that targets both the overwhelmed and complacent, providing everyone with 3 easy steps to be more secure online.

PROTECT YOUR Pa\$\$WORD in 3 easy steps

1. Create a separate password for your email account
2. Use 3 random words
3. Turn on two-factor authentication (2FA)

Foodbanks in your area

North Lakes Foodbank (Cockermouth)

Address: Lorton Street Methodist Church, Lorton Street, Cockermouth, CA13 9RH

When: Tuesday: 10.00am to 12:00pm

Wednesday: 10.00am to 12:00pm

Thursday: 10.00am to 12.00pm

Referrals and vouchers only.

Email: info@thefoodbank.org.uk

Phone: 01900 823854 or 07502 311452

Cockermouth Community Fareshare Food Pantry

Highfield Community Centre

Highfield Road, Cockermouth, CA13 9JF

When:

Second Friday of each month, usually 11.00am to 1.00pm

Facebook: <https://www.facebook.com/Highfield-Community-Association-421444837986213/>

Kings Church Meal Share

The Hub, 4 Market Street, Cockermouth, CA13 0AX

Open Thursday's 2:30pm. Ambient food, fresh food, pre-prepared meals and debt advice is offered. Services available to Cockermouth and surrounding areas.

Email: admin@kingscc.org

Phone: 01900 821100

Doorstep callers, Be Aware

Police are urging people in West Cumbria to be wary of doorstep callers following concerns over two recent suspicious incidents.

Officers received reports in recent days of a white van driven by a male calling at addresses offering to complete work for elderly residents in the Cockermouth area.

The men were offering to clean driveways. As a result officers are asking people to be on their guard when dealing with people calling at the doorstep and to report any suspicious activity.

Sergeant Scott Adams said: "We would like to take this opportunity to remind people there are some simple steps they can take to protect themselves against any door-to-door fraud or crime.

"If anyone knocks at your door carrying out door-to-door selling activities, please ensure that they have identification, a contact telephone number for their head office and a registered business or charity number.

"If anyone has any doubts of the credibility of any doorstep seller then they are not to engage with them and politely decline their business."

Officers would also ask any people with elderly or vulnerable relatives and neighbours to share the message with them.

It is often the most vulnerable in our society that criminals target.

Anyone with information about any suspicious incidents can contact police on 101

Are your children victim of cyberbullying?

Cumbria police are asking parents to be mindful of your child's online safety. Bullying can be an isolating destructive mentally damaging things for any child to go through. With the online lives our children now lead we need to be mindful and be able to spot the signs of online bullying. How do you support your child, how do you ensure your child can approach you with these fears?



For help and advice please visit the following websites;

Child exploitation & online protection www.thinkuknow.co.uk

Beat Bullying www.cybermentors.org.uk

Childline www.childline.org.uk

Parent plus www.parentplus.org.uk / www.besomeonetotell.org.uk

Child Net www.childnet.com

Anti-bullying Alliance www.anti-bullyingalliance.org.uk

Crime prevention advice for Rural Areas

The NFU and Cumbria Police are working in partnership to bring crime prevention advice to local farmers.

To visit the NFU website, and to access important information please [click here](#).

SEE IT. THINK IT. REPORT IT.

TO REPORT SUSPICIOUS ACTIVITY CALL 101

IN AN EMERGENCY ALWAYS CALL 999

TO BOOK A CRIME PREVENTION SURVEILLANCE CONTACT 101 OR VISIT OUR WEBSITE WWW.CUMBRIA.POLICE.UK

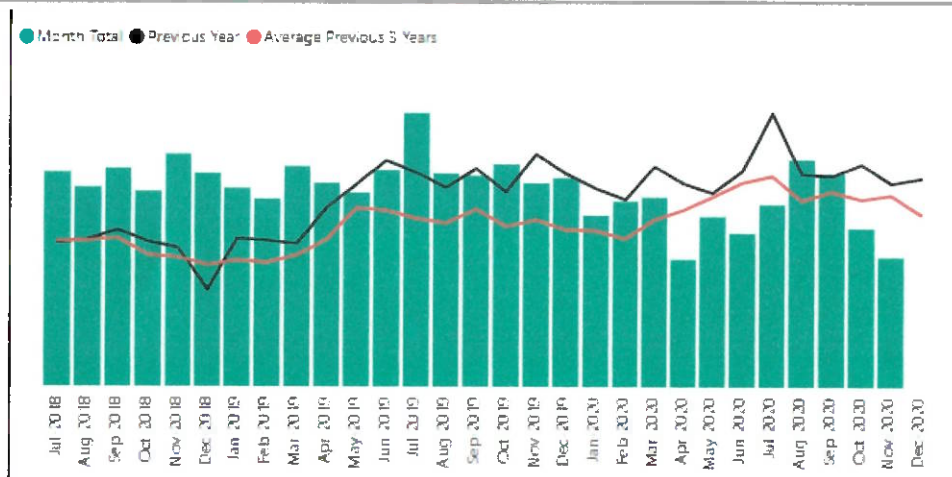


Crime figures can also be obtained via the Cumbria Police Website:

<https://www.cumbria.police.uk/Your-Area/Your-area.aspx>

CRIME FIGURES

OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	14	20	-6	-30.0%
Burglary	3	9	-6	-66.7%
Drug offences	5	9	-4	-44.4%
Hate Incident	1	0	1	0.0%
Miscellaneous Crimes Against Society	5	0	5	0.0%
Possession of weapons offences	0	2	-2	-100.0%
Public order offences	13	20	-7	-35.0%
Reported Incidents	1	0	1	0.0%
Robbery	0	0	0	0.0%
Sexual offences	16	9	7	77.8%
Theft offences	14	21	-7	-33.3%
Vehicle Offences	2	2	0	0.0%
Violence against the person	49	72	-23	-31.9%
Total	123	164	-41	-25.0%



Allerdale Police want you to report all anti-social behaviour and crime

Please report any incidents of crime or anti-social behaviour to us, to help us keep Allerdale safe.

If a crime is in progress then use 999.

If it is a non-emergency, call 101 - or report online at: cumbria.police.uk



To receive more policing news, sign up to our other area newsletters by clicking on the links below:

[Workington](#)

[Maryport, Aspatria, Silloth & Wigton](#)

[Cumbria \(covering the whole county\)](#)



101

101@cumbria.police.uk

www.cumbria.police.uk

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This service is provided to you at no charge by [Cumbria Constabulary](#).

Planning Applications received between 13/11/2020 - 10/12/2020

Plan ref	Location	Description of Proposed Development
T/2020/0160	Greta Lodge, Keswick, CA12 5ND	T3 - Lime: Crown reduction and crown lift
T/2020/0166	Land to rear 1 Calvert Way, Keswick, CA12 4LZ	Removal of co-dominant rubbing branch back to union, remainder of branch reduced back into canopy by 2.5-3m (C1). Crown reduce over properties by 2.5-3m (C1)
T/2020/0169	Woodclose, Borrowdale Road, Keswick, CA12 5DD	Fell 1 Monterey cypress (T5). Crown lift 1 giant redwood to 5m in line with apex of roof (T2)
7/2020/2174	Keswick Convention Centre, Skiddaw Street, Keswick, CA12 4BY	Change of use to existing utility block to provide additional accommodation including minor elevation changes to the building
7/2020/2250	86 Latrigg Close, Keswick, CA12 4LF	Installation of two upper floor windows, on side profile of house. One with frosted glass (to open) one with clear glass (non-opening).
7/2020/2265	25, Southey Street, Keswick, CA12 4EF	Replacement of two front facing windows
7/2020/2268	Bridge Terrace Substation, Booths, Tithebarn Street, Keswick, Cumbria, CA12 5EA	Installation of outdoor electricity substation sited on raised concrete blocks. Installation of a secure steel fence around proximity of the site with steel access gate at the front
7/2020/2280	The Former Cumberland Pencil Factory Site, Southey Works, Carding Mill Lane, Keswick, CA12 5NG	Approval of details reserved by condition on planning application 7/2018/2006: condition no. 16 a) All external windows and doors; their materials, design and finished colour; b) External wall finishes; their type and colour., c) Rainwater goods; their design, materials and colour.d) Parapet coping stones.
7/2020/2283	14, Manor Park, Keswick, CA12 4AA	Non-material amendment to planning approval 7/2020/2114 (Removal of existing garage and construction of new single storey extension to side and rear of existing dwelling to provide additional living accommodation) - minor changes to the exterior including relocation of roof windows and changes to doors and windows & replacement of the as built patio doors with bifold doors
7/2020/2288	16, Springs Road, Keswick, CA12 4AQ	Replacement utility, conservatory and kitchen extension

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 13/11/2020 & 10/12/2020

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2020/2248	October-20	26, Heads Road, Keswick	CA12 5EX	Demolition of conservatory and porch, internal alterations and 3 storey extension	OBJECT	WITHDRAWN		
7/2020/2252	November-20	71, Wordsworth Street, Keswick	CA12 4BZ	Alterations and extensions and replacement garage	SUPPORT	GRANTED		
7/2020/2253	November-20	40, Windebrowe Avenue, Keswick	CA12 4JA	Rear single storey kitchen extension	SUPPORT	GRANTED		

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 17TH DECEMBER 2020

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 13th November 2020 – 10th December 2020

Wednesday 18 th November	Meeting with Xmas lights supplier on site
Thursday 19 th November	Monthly accounts review/check, held on line
Friday 20 th November	Meeting with Christmas lights supplier on site – switch on
Wednesday 25 th November	Council Code of Conduct review, online
Friday 27 th November	Staffing meeting
Thursday 3 rd December	Council Climate Change meeting, held via Zoom
Friday 4 th December	Opening of Keswick to Threlkeld Railway Path in front of ITV, BBC and LDNPA
Monday 7 th December	Experienced Chairman Training, online
Wednesday 9 th December	Staffing meeting, held via Zoom
Wednesday 9 th December	2021/22 Budget Discussion, held via Zoom

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

On November 19th, I joined the virtual meeting organised as an opportunity for parish and town councils to have input into the development of the Lake District National Park Partnership's Plan for 2020-2025. I noted last month the Partnership's five key priorities and, this month, I focus on one of them: "Landscapes for Everyone". One of the slides presented at the event said:

The Government's Landscapes Review highlighted that visitors are not always representative of the full spectrum of British society.

Chapter 2, *Landscapes for Everyone*, of the Glover Review¹ addresses this.

The statistics show certain groups especially disconnected. Most visits are made by the same (better off, less diverse) people repeatedly, and those who miss out are the older, the young – especially adolescents – and those from lower socio-economic groups and black, Asian and minority ethnic communities

Here, Glover was echoing one of the arms of the Government's 8-point Plan for National Parks published in 2016. Point 6 was entitled "Everyone's National Parks", the Government stated that:

We will also work with National Park Authorities to scale up projects to reach visitors from a diverse range of social groups, and to alleviate any barriers that stop more people from enjoying National Parks.

The Glover report provides some interesting insights into the challenges that have been experienced by under-represented groups. For example,

The director of one outward bound centre talked of children crawling on their hands and knees during a woodland walk, as they had not experienced such terrain before.

Further interesting examples can be found in [a recent article](#) about BAME women making the British outdoors more inclusive.

The Partnership recognises the need for local communities to be involved in developing the way forward for the "Landscapes for Everyone" key challenge:

The Lake District is a national asset that everyone should be able to enjoy, value and care for. Understanding what is required in a Post-Covid era through engagement with communities, business and visitors will be critical to developing ideas for this key challenge.

The new version of the Partnership's Plan will be published for consultation in Spring 2021. In the meantime, the public are welcome to give their views directly on [the Partnership's website](#).

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

¹ [Landscapes review: National Parks and AONBs - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/landscapes-review-national-parks-and-aonbs)

KESWICK TOWN COUNCIL

BUDGET ESTIMATES 2021/22

GENERAL FUND - DRAFT

	Actual Budget 18/19	Actual 19/20	AGREED Budget 20/21	Estimated Out Turn 20/21	DRAFT Budget 21/22
Expenditure:					
General Administration	72613	70474	74135	77313	79246
Grants to outside bodies	15000	15020	16219	16219	18600
Christmas Lights	30300	29663	30300	27000	30300
Mayors Allowance	2000	2000	2000	2000	2000
War memorial	1500	1424	1500	1600	1600
Townfield	1300	800	1300	1300	1300
Open Spaces	1000	1000	1000	1000	1000
Fitz Park - Grant from KTC (deficit)	122044	140747	152719	152719	154763
Communications & Neighbourhood Plan	500	0	500	0	500
Audit Fee/Accounts Preparation	1370	1890	1700	1700	1800
Contingency Sum	10000	3254	5000	1000	5000
Keswick Events (inc. Scruffs)	15805	9885	15805	200	12295
Events Co-ordinator	4305	1210	4305	500	0
Floral displays	7500	2777	500	500	500
Allotments Expenditure	600	554	600	600	600
Annual Parish Meeting (inc room hire & refreshments)	200	58	200	0	200
Advertising	270	145	300	200	375
Event Banner Expenditure	100	0	0	0	0
Promotional gifts to civic visitors to Keswick	250	0	250	0	0
Environment Agency Permit	170	0	0	0	0
CCTV Annual Maintenance Cost - Police	0	0	3000	3000	3000
CCTV Annual Maintenance Cost - Moot Hall KTC	0	0	0	200	200
TOTAL EXPENDITURE:	286827	280901	311333	287051	313279

	Actual Budget 18/19	Actual 19/20	AGREED Budget 20/21	Estimated Out Turn 20/21	DRAFT Budget 21/22
Income:					
Precept	246700	261777	270641	270641	273697
Grant to Fitz Park - ABC	20000	20000	20000	20000	20000
Council Tax Support Grant	939	0	0	0	0
Bank/Investment interest (inc War Memorial)	5	0	5	5	5
Walker Park rent	12267	12267	12267	12267	12267
Allotments Income - Rent	600	600	600	600	600
Events Banners Income	1000	2033	2500	700	1500
Keswick Events Contributions (Inc. Scruffs)	5000	0	5000	0	5000
Christmas Light Contribution	300	200	300	0	200
Townfield Interest	16	30	20	10	10
ABC Covid 19 Grant	0	0	0	10000	0
TOTAL INCOME:	286827	296907	311333	314223	313279
<i>Estimated Surplus</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>27172</i>	<i>0</i>

KESWICK TOWN COUNCIL

BUDGET ESTIMATES 2021/22

ESTABLISHMENT EXPENSES - ADMINISTRATION & ON COSTS - DRAFT

	Actual 18/19	Actual 19/20	AGREED Budget 20/21	Estimated Out Turn 20/21	DRAFT Budget 21/22
Expenditure:					
Salaries, Nat ins & Pension (20.6%) & Pension Deficit	90037	94754	99144	103144	107545
Payroll - Outsource Costs	311	304	330	330	330
Rent	7100	7100	7100	7100	7100
Rates	3991	0	0	0	0
Building Service Costs	4720	5100	5000	5000	5000
Repairs - Decorating/Carpets/Upgrades	600	1033	500	500	500
Insurances	591	597	700	850	980
Subscriptions	678	790	770	843	941
Conferences/Training	752	678	750	750	750
Stationery	1286	1124	1000	1300	1000
Postage	295	231	300	300	300
Telephone & Internet (Inc Zoom)	806	510	750	880	900
Photocopier	1125	1558	1358	1658	1660
Computer maintenance/support	975	1633	2325	2290	2300
Office Equipment	330	200	200	200	200
Staff Expenses	300	150	250	500	250
Ex Employee Pension	1313	1385	1400	1408	1440
Health and Safety	48	10	50	250	50
Website (Annual Fee)	240	300	300	300	300
Council Chamber/Meeting Expenditure	166	74	150	50	150
Telephone System - Maintenance Fee	0	200	200	200	200
Staff Recruitment Costs	0	0	1000	1000	200
Total Expenditure:	115664	117731	123577	128853	132096

	Actual 18/19	Actual 19/20	AGREED Budget 20/21	Estimated Out Turn 20/21	DRAFT Budget 21/22
Income:					
Photocopies	111	0	0	0	0
Council chambers rental	24	276	20	0	20
Total Income:	135	276	20	0	20

To be allocated:	115529	117455	123557	128853	132076
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	18/19	19/20	20/21	20/21	21/22
Allocation:					
General Fund - (60%)	69245	70474	74135	77313	79246
Hope Park - (20%)	23082	23491	24711	25770	26415
Fitz Park - (20%)	23082	23491	24711	25770	26415
	115409	117455	123557	128853	132076

KESWICK TOWN COUNCIL
17TH DECEMBER 2020

CLERK'S REPORT

Local Government Reorganisation in Cumbria - Update

The deadline for receipt of proposals for local government reorganisation in Cumbria was 9th December and the following have been submitted to Government:

1. Cumbria County Council has submitted their 'One Cumbria' proposal for one unitary authority covering the whole of Cumbria
2. Copeland Borough Council and Allerdale Borough Council are proposing two unitary authorities splitting into Cumbria East (Eden, South Lakes and Barrow) and Cumbria West (Copeland, Allerdale and Carlisle)
3. Eden District Council and Carlisle City Council are proposing two unitary authorities splitting into Cumbria North (Eden, Carlisle and Allerdale) and Cumbria South (South Lakes, Barrow and Copeland).
4. South Lakeland District Council and Barrow Borough Council are proposing two unitary authorities splitting into 'The Bay' (South Lakes, Barrow and Lancaster City Council) and also Cumbria North (Copeland, Allerdale, Carlisle and Eden).

Hard copies of these proposals are available on request.

CALC will be engaging with member councils over the coming months so that they can understand more about how Town and Parish Councils see reorganisation impacting on them. This may be through online informal conversations or through district associations. Formal consultation with local councils will be carried out when government has expressed a preference for one or more unitary authorities.

New Model Code of Conduct

The Localism Act 2011 abolished the national Code of Conduct and allowed councils to adopt their own code. The Committee on Standards in Public Life has now carried out a 10 year review of local standards arrangements and has recommended a new model Code (not mandatory). The new Code will be available for adoption by Councils following its formal sign-off and launch. CALC facilitated an awareness session on 25th November which I attended along with three Councillors and advice was provided on several possible scenarios.

Keswick Transport Study (KTS) Implementation Group

The KTS Implementation group met on 25th November to monitor progress on the various 'packages' of work agreed in the Study. The temporary one-way system on Station Street/St John's Street is likely to progress to a permanent Traffic Regulation Order (TRO) in the next financial year, and work is due to begin soon on the on-street parking TRO with consultation to take place during 2020/21. Other projects are waiting for a decision on funding from the 'Borderlands' initiative, with a crossing at High Hill to be funded from s.106 finance relating to the Premier Inn development.

KCERP Trustee meeting 27th November

As Town Clerk I am a trustee of Keswick Community Emergency Partnership which is a role to be taken on by my replacement. The Trustees steer the direction of the Partnership, monitor finance and the work of the Project Manager, Kimberley Ward. The Councillor representative is Sally Lansbury. Kimberley reported that the Flood Response Plan has now been updated and there is a

possibility that volunteers may be asked to help with the rollout of the Covid-19 vaccine. There are currently eight lead volunteers.

Town Liaison Forum

The last Keswick Ministries Town Liaison forum took place on 8th December and was attended by myself and Councillor Miller. Notes of the meeting are included with the agenda pack. A progress report on the Derwent Project and arrangements for the 2021 Convention was provided.

Office Closure Christmas/New Year

And finally, we are almost at the end of another year and I would like to wish everyone a peaceful Christmas and all the best for a healthy 2021. The offices will close at 12 noon on Thursday 24th December and re-open on Monday 4th January -cover will provided at both parks during the Christmas/New year period.

LW

101220



Keswick Community Housing Trust

Registered Number 31141R
Registered office; 1 Fenton, Keswick, Cumbria, CA12 4AZ

12th November 2020

Dear Town Councillors,

Over each of the last three years Keswick Community Housing Trust has received a grant of £3000 from the Council to help pay for the services of a manager for our Trust. This has been invaluable to us in ensuring that our organisation has become much more efficient and professional particularly when it comes to dealing with the needs of our tenants. We are most grateful for your generosity.

The grant was awarded for three years and comes to an end at the end of this year. I am writing to ask if the Council are in a position to extend the grant? We realise that there will undoubtedly have been a lot of calls on your funds, particularly during this difficult year, but we can assure you that any help you can give us will be gratefully received. Any grant received will free up our funds to help with the financing of future developments and will enable us to continue to give our residents and the properties they live in the high quality attention they require.

With many thanks for all your financial support and encouragement in the past.

Yours sincerely

Peter Roberts (Treasurer – Keswick Community Housing Trust)

Comments on Draft Financial Statement for year 2019

1. Year ended with a significant surplus - £184K (£104K in 2018)
2. Main source of income was rents - £120K but also during the course of the year significant grants - £67K – Allerdale & Town Council as well as charitable donations £60K – Crosthwaite Church and a bequest.
3. A significant amount of this surplus was used to pay for the development at Southey Street - £142K. Some of this money will be recovered from our final term loan from Unity Trust Bank.
4. Admin expenses decreased from £31K to £28K reflecting decreased fees paid towards the Southey Street development. However, repair and maintenance fees increased significantly - £8K up from £4.4K. This is to be expected as our properties get older but also is a result of our decision to take a service contract out for the gas boilers at The Hopes and Calvert Way.
5. Mortgage loan interest increased from £41.5K to £43.2K - due to a full year of paying for the extra borrowing incurred on changing 4 The Hopes from half-ownership to rental
6. Our overall long-term debt was reduced from £1,018K to £984K
7. Overall, the report highlights the fact that currently our regular rental income is sufficient to cover our operating and administrative costs on an on-going basis.

Peter Roberts
Treasurer
6 Dec 2020



Report to Keswick Town Council

The Keswick Tourism Association is a membership organisation that promotes its members and Keswick as a year-round Tourism Destination. It is based upstairs at the Town hall and employs two people, Vanessa Metcalfe (Tourism Manager) and Karen Mullarkey (Tourism Officer).

2020 has been a difficult year for KTA and its members. The Covid crisis meant that the majority of KTA's members have been closed for a third of the year, including some of the busiest months and once lockdown ended many operated at greatly reduced capacity and continue to do so. Not all benefitted from the full range of Government support available and for many the traditionally quiet winter months will be financially challenging.

KTA found itself in the unusual position of telling visitors not to come to Keswick but were able to do so in a measured and positive way. Throughout the crisis KTA have supported members with information and advice, ensuring that complex Government documents were broken down into plain English and shared in a timely manner. The Come Back To Keswick Campaign was hugely successful and received many positive responses. The reach was 196,115 with engagement of 23,848.

Due to the financial challenges businesses were facing, membership renewal was put back from June to September, giving all members 3 months free membership. At renewal in September a 50% reduction in fees was offered. 92% of members renewed, with 35% taking up the option to pay a reduced membership. The biggest reduction in members was seen in the retail and food and drink categories. In a town full of outdoor shops, KTA no longer had a single outdoor retail member.

Despite the two lockdowns, visits to the Visit Keswick website were up with a significant increase in visits from younger age groups. Social media following has also increased. Facebook page likes have increased by 2,000 over the last 12 months to almost 22,000.

The 2021 Guide has been produced but with fewer pages and a smaller print run. As with membership, members were offered a 50% reduction in advertising costs. This does mean that KTA will need to make up the shortfall to cover the design and print costs. KTA won't be producing a 2021 Town Map and Attractions leaflet. Instead, with the agreement of all advertisers, they will be using the existing stock of the 2020 leaflets. Work planned pre-Covid, to update the website is underway and this should go live early in the New Year.

During 2021 KTA will be considering how they can increase the number of retail and food and drink members. Any thoughts or support from the Town Council would be welcomed.

KESWICK TOWN COUNCIL
17TH DECEMBER 2019

Green Working Group – Update

MEADOWLAND

Elizabeth Barraclough would like our support of her project (NB this is not a request for any money for KTC just support).

As a group we would like to propose that we support the project in principle. However, we propose to support that she starts with the Meadowland owned by Keith Graham (who is happy to fund it). Then based on the feedback from this, progress with Lakeland Park/Manor Brow assuming that the residents of the relevant areas are onboard.

BALSAM BASHING

Peter Terry is continuing to work with the newly formed working group and there has been good progress made – he will update the Town Council in the New Year.

INCREASED PLASTIC FROM OUR SUPERMARKET

Paul Titley and I have agreed to meet and ‘shop’ at Booths on Wednesday 9th December. An update will be provided for the next meeting.

TREE PLANTING

The Woodland Trust has supplied the Town Council with 250 trees; as we can’t have a public tree planting Peter (Woodland Trust) and the Parks Manager will agree a relevant date between themselves. Provisional dates in February are being discussed.

At a previous Trust Meeting the Park Trustees supported the planting in the chosen area.

ALLERDALE GREEN ACTION PLAN – Sally Lansbury will report back at the next meeting. However, she confirmed that Allerdale Borough Council is working with the Woodland Trust and supports the following two projects:

Get Cumbria Buzzing (<https://www.cumbriawildlifetrust.org.uk/getcumbriabuzzing>)

Cumbria Coast Community Forrest

Councillor Alexandra Boardman

Project to create Meadows on roadsides within Keswick

There are several areas in Keswick that could be converted from grass that has to be cut on a regular basis to a Wildflower Meadow which would only need cutting once a year after it was well established. The benefit of this would be to create both a pleasant area with flowers which are good for bees and other insects rather than just grass; and a reduction in the amount of work needed to keep it looking good. It would however need significant work to get the area established.

Examples of the areas that could benefit are :-

The triangular grass and tree area before the Borrowdale roundabout where Keswick in Bloom planted 3 Oak trees about 20 years ago, owned by Keith Graham.

The grass areas by the zigzag on Manor Brow, owned by the County Council.

The two expanses of grass in the Lakeland Park housing the main one has a Kettlehole which prevented its use for housing; the second area in the southwest section is already a problem and is very damp. Both areas are Allerdale's responsibility.

Other areas could be considered.

I enquired of Cumbria Wildlife Trust on how to set about creating meadows and was given these references

<http://www.magnificentmeadows.org.uk/assets/pdfs/Mini-meadow.pdf>

<https://www.cumbriawildlifetrust.org.uk/sites/default/files/2018-05/managing-and-restoring-hay-meadow-lealfet.pdf>

How to implement.

The area would need to be ploughed to create bare earth at the right time of year about end of August certainly before September and then sown with wildflower seed, locally sourced if at all possible. Then the next spring the sward would need to be cut possibly only once and then left to flower until the beginning of September when the whole sward would need to be cut and removed. The aim is to let the seed fall and then take away the cut grass and stems so that the soil is not enriched by the compost that would be created. After a couple of years only the cut in September would be needed. Sourcing the seed can be difficult, this has been done when a whole field has needed to be created by taking the cut sward from an original Cumbrian Meadow and spreading it on the field. For the small areas that we are considering this could be done as one of our U3A Gardening group has a beautiful Meadow area.

Informing the public particularly those living near the area would be essential they would need to know what we were trying to do and be willing to work with us to keep people informed about the project and the effect of it. We would hope that these Meadows would attract more insects, many of which are pollinators, that we can't afford to lose.

I would like the support of the Town Council both for the idea and to take the idea forward to Allerdale and to get the approval of County Highways. I would be happy to work with the owner, ie the relevant council or person.

The next steps.

Identify an area for transformation from grass to meadow and get support of the owner.

Estimate the cost of converting the area from grass to bare earth ready to receive seed.

Decide on seed mix and cost.

Work out a schedule of work and timetable, ie prepare ground in August, sow seed in early September.

The first full year may need an early cut if the seed mix has a lot of grass. No other cutting needed until end of August, the sward should be cut and then the cuttings removed after a couple of days to allow seed to drop but no nutrients from the rotting sward to fertilise the grass. Subsequent years only the August cut and then removal of sward would be needed.

Costings

Initial costs of preparing the ground and purchasing the seed.

Annual costs of single cut and subsequent sward removal.

Annual savings from not needing to cut more than once a year

Problems

Possible dog fouling may not be a worry as the areas are not currently dog walking areas.

Keeping the cutting to the once a year schedule, has not been managed elsewhere, eg the bund on Crosthwaite road in Fitz Park. This is a challenge.

Footpaths through the meadow eg the Borrowdale Road triangle, let it happen, let people enjoy walking through the mini meadow.

Elizabeth Barraclough

Sustainable Keswick October 2020

Nov 20th 2020 Progress report

I spoke to Keith Graham about the land by the Borrowdale roundabout and he was really enthusiastic and had wondered about it himself. He is also prepared to help fund it.

I am also talking to Tony Locke about quotes for getting the area ploughed prior to seeding.

Photos of some possible areas



Borrowdale Road Roundabout



Upper grassed area in Lakeland Park



Lakeland Park, main area with Kettlehole



Grassed area on Manor Brow, already planted with daffodils on pavement edge.



Z bend on Manor Brow

**Notes of Keswick Ministries Town Liaison Forum
Tuesday 8th December 2020**



Attendees: Duncan Miller, Lynda Walker, Vanessa Metcalfe, Charles Hope, Katie Callon, David Sawday & Simon Overend (Chair).

- 1. Welcome & apologies:** Apologies received from Adam Paxon, Markus Campbell-Savours, Andy Murphy, Joe Broomfield, Jim Walker, James Robson, Sarah Robinson & Murray Lawrie. All participating in the Zoom call were welcomed and thanked for their time.
- 2. Notes from previous meeting held on 8th September.** David Sawday has liaised with Marcus and Sally about the failure of the Allerdale parking machines after they were converted to not accepting cash just as the first lockdown was eased. KM had lost c.£50k and has asked Allerdale about any insurance cover they have for such eventualities. Lynda and Vanessa reported that they had received complaints about Allerdale's car parking operations, including comments that it wasn't "inclusive" in that it assumes use of a smart phone. Lynda asked if KM had considered moving to GPS; David responded that this was being investigated for the Skiddaw Street parking.
- 3. Items raised:** No agenda items had been raised by invitees ahead of the meeting. Duncan asked on behalf of himself and several other councillors where KM stood on the proposal to build a bridge from the Pencil Factory site to Fitz Park / Crosthwaite Road. David responded that KM had not felt encouraged by the response from the Town Council, with many "challenges" being presented. It would have cost c£1/4m. It was on hold at present but could be brought forward again once the current works have been completed, and subject to funding.
- 4. Situation report and updates from forum representatives:**
 - a. Duncan (Town Council):** The Council are busy; the parks have taken a hit in terms of lost income. Next Council meeting 17th December.
 - b. Vanessa (KTA):** Planning for 2021. Bookings through to the year-end and early 2021 are very slow as people are hesitant around changing Covid restrictions. Many bookings for later in the year are rolled over from 2020. It was noted that there are people in town who probably aren't complying with the Covid guidance, but as it's "guidance" rather than law, there is little the police can do. Duncan complimented KTA on the new 2021 Keswick Guide.
 - c. Charles (St John's):** All churches in Keswick are now meeting in some form, and compliant with Covid guidelines.
- 5. Updates from KM:**
 - a. Derwent Project update - including works in progress:** David covered:
 - i.** The four goals of the Derwent Project – to bring Convention together on one site; to provide a new centre of operations for the KM team; to provide facilities for KM activities at other times of year; and to provide a conference facility for other churches, organisations and local groups, extending to the rest of the north of England and south Scotland.
 - ii.** Use of the site so far – The facilities have been used by local groups, including Keswick Archers and for Covid testing.
 - iii.** Progress this year – much has been achieved during lockdown using many local contractors. The front elevation has had new windows, insulation and render. Phase One works on the ground floor and M&E throughout the building have commenced with Thomas Armstrong (from Whitehaven) winning the contract. Site access is being improved with modifications to the Pencil Museum.

- iv. Packing Hall – currently being retained – LDNP aware. There was recognition that the space could be used year-round and has some attraction as a potential main venue for the Convention, subject to planning approval.
- v. Phase 2 of the refurbishment of the Pencil Factory building will see the completion of the project and, subject to funding, start in the autumn of 2021.
- vi. Financials – David also walked through the costs of the project which total £10.5m, and the fundraising to date with £5.7m having been given plus loans totalling £1.5m.

b. Teaching & Training Events: As part of KM's year-round ministry, events have continued mainly on-line, with some created as a direct response to needs arising from Covid. Details of the T&T programme are available on the KM website - <https://keswickministries.org/teaching-training-events/> These events are drawing new people to KM and Keswick, with many saying they want to return with people from their churches.

c. Keswick Convention 2021: Whilst there are obvious uncertainties, we plan in hope for the best case of a three-week convention in Keswick next year, recognising that there may well still be some need for social distancing as well as registration and booking. The theme is Faithful - <https://keswickministries.org/convention-2021/>

6. **Next meeting:** 2.00pm Tuesday 9th February 2021, preceded by a tour of the Pencil Factory at 12noon – Covid restrictions permitting.



Department
for Environment
Food & Rural Affairs

Lord Gardiner of Kimble
Parliamentary Under Secretary of State

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London
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Councillor Paul Titley
Town Mayor
Keswick Town Council
Council Offices
50 Main Street
Keswick
CA12 5JS

Our ref: PO2020/22866/SH

27 November 2020

Dear Councillor Titley,

Thank you for your letter of 4 September, further to mine of 3 August, about the governance of the Lake District National Park Authority and accountability of planning decisions. I apologise for the delay in replying. Defra is currently dealing with high volumes of correspondence due to COVID-19. Thank you for your understanding during this challenging time.

I appreciate your concerns and you clearly care about the special qualities of the Lake District. The Lake District National Park Authority is a special purpose statutory authority. While it has a central Government sponsor department in Defra, it has a high degree of autonomy from central Government, with its own functions, duties and governance arrangements set out in specific legislation. This constitutes a statutory framework of competence and accountability.

There are three categories of Members for National Park Authorities (NPAs): those appointed by the Secretary of State following open, national competition; those appointed by the Secretary of State following local parish elections; and those appointed by constituent local authorities. This arrangement gives a balance between those appointed at the national and local level, with the majority of members appointed through the local rather than the national process. The Lake District National Park Authority has 20 Members, of which 10 Members are appointed by local authorities, five by parishes, and five by the Secretary of State.

Defra's role is to provide strategic oversight for the Lake District National Park (as with other NPAs). Defra works closely with NPAs. It has grant-making powers and Ministers appoint Secretary of State Members to the Board. Defra does not intervene in the day-to-day running of National Parks. They are independent bodies and local planning authorities and it would be inappropriate to comment on specific developments or planning cases which are rightly matters for planning decision makers.

As advised previously, in the first instance, it is for NPAs to address any complaints about conduct or issues concerning accountability. If the NPA's complaints procedure has been fully exhausted and you still have wider concerns about how it is delivering planning, then the Local Government and Social Care Ombudsman is available as a free service to investigate complaints fairly and independently.

Yours sincerely,
John Gardner
