

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held remotely using the Zoom app on Thursday 15th April 2021 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
Adam Paxon	Peter Terry	

Also present were Vivien Little (Town Clerk), Catherine Parker (Responsible Financial Officer), one member of the press and two members of the public.

234. Apologies

There were no apologies for absence at this meeting.

235. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council Meeting held on 18th March 2021 (pages 53- 58).

236. Requests for Dispensations

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

237. Declarations of Interests

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

238. Police Report

No report was available from the Allerdale Rural Neighbourhood Policing Team. The Mayor reported that Inspector Rachel Gale was now back as the main contact and would be attending meetings where possible moving forward.

239. Matters to be received from the Public

No matters were raised by the public.

240. Matters to be raised by Councillors

Councillor Terry raised an issue where he was frustrated with the lack of progress regarding a crossing outside Keswick School (minute number 176, 21 January 2021). Councillor Lywood reassured Councillor Terry that the Road Management Team at Cumbria County Council were assessing the situation, but that it would be a slow process.

Councillor Terry also raised an issue regarding United Utilities pipework, and whether a project manager for United Utilities could be invited along to a future meeting to discuss progress made on the West Cumbria Water Supplies Project.

241. 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/2021/0042	Fell 5 dead trees (1 cherry, 2 birch & 2 alder) - 5 day notice Central Car Park, Keswick, Cumbria, CA12 5DF <i>For information only, no comments required</i>
T/2021/0056	Fell 1 cherry tree (T1) 16, Eskin Street, Keswick, CA12 4DQ <i>Object – no expert advice provided on why tree needs to be felled. Tree management preferred (pollard)</i> OBJECT
7/2021/2056	Awning Chintys, 24a St. Johns Street, Keswick, CA12 5AS <i>Object – not in keeping with present ‘street scene’. Potential traffic hazard on a restricted pavement</i> OBJECT
7/2021/2058	Replacement windows Nos. 5,6,7,8,9,10,11,12,13,14,15,16,17,18, Glebe Close, Keswick, CA12 5QQ <i>Support – no comments made</i> SUPPORT
7/2021/2063	Replacement of windows on front elevation. 2 bay windows to be replaced with double glazed wooden to match existing design. 3 single windows to be replaced with double glazed upvc windows to match existing design 14, Eskin Street, Keswick, CA12 4DQ <i>Support in principal, subject to the three individual windows being in timber to match the bay windows instead of upvc proposed.</i> SUPPORT
7/2021/2069	Reinstatement of two dwellings from one dwelling 29, Church Street, Keswick, CA12 4DX <i>Object to the principal of creating a four bedroom dwelling at no. 29 Church Street with no amenity space. The new dwelling proposed should have a section 106 attached.</i> OBJECT
7/2021/2084	Demolition of existing bay window. Extension of existing bedroom and living room. Addition of rooflight High Seat, Lonsties, Keswick, Cumbria, CA12 4TD <i>Support – no comments made</i> SUPPORT

- 7/2021/2088 Extensions and alterations
22, Windebrowe Avenue, Keswick, CA12 4JA
Support – no comments made
SUPPORT
- 7/2021/2089 Demolition of conservatory and porch, internal alterations
and side
26, Heads Road, Keswick, CA12 5EX
Support in principal – subject to the following concerns:
1) *Despite the increase in size from a 3 bedroom house to 4
bedrooms the living room space has been reduced in size*
2) *In the context of improving the entrance access, no
landing area has been provided with the entrance door
immediately off the top step*
SUPPORT
- 7/2021/2093 Part retrospective application to replace the existing
roof of the single storey kitchen to form a first floor
outdoor patio area to the rear of the above property
11, Wordsworth Street, Keswick, CA12 4HU
Support – no comments made
SUPPORT
- 7/2021/2097 Conversion of a suite of ground floor offices into a
residential property
The Office, Wickhams Court, Central Car Park Road, Keswick,
CA12 5DF
For information only, no comments required
- 7/2021/2103 Development of 2 no. apartments and 2 no. cottages
Acorn Garage, Helvellyn Street, Keswick, CA12 4EH
Support – no comments made
SUPPORT

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

242. Licensing Applications

RECEIVED Licensing Group report on licensing applications received for period 12 March 2021-8 April 2021.

243. Mayor's Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 12th March 2021 – 8th April 2021.

244. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – no update given
- ii) Cumbria County Council – Councillor Lywood brought up the Keswick Transport Study, and how the process is moving on slowly. The TRO for the Back Streets is being looked at, however there are issues to be resolved. There is also confusion with the signage on Station Street, which Councillor Lywood will continue to bring to the appropriate officer attention.

- iii) Lake District National Park Authority North Distinctive Area Parishes – Dr Davies provided a written report. He congratulated the LDNPA on winning the Parks Protector Aware 2021 for their work on Safer Lakes. Discussion was had over the topic of disposable bbq's and whether they could be banned in the LDNP. It was agreed it was unlikely to happen, however it may be that the supermarkets would be receptive to a voluntary code of conduct regard their sales.

245. Payment of Accounts

RESOLVED that the accounts for April 2021 as approved by the Inspection Committee be authorised for payment:

- i) The Town Council, vouchers 203 – 15, amounting to £31,851.28 (thirty one thousand eight hundred and fifty one pounds and twenty eight pence)
- ii) The Parks Trusts, vouchers HP249 – FP2, amounting to £5,433.70 (five thousand four hundred thirty three pounds and seventy pence)

246. Budget Summary Comparisons as at 31st March 2021

RECEIVED budget comparisons for the 4th Quarter.

247. Review of Bank Mandate

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

RESOLVED that the necessary changes be made to the bank mandate by the Responsible Financial Officer.

248. Verification of Bank Reconciliations

RECEIVED the report of Responsible Financial Officer.

RESOLVED that Councillor Miller be appointed to sign the bank reconciliations and original bank statements as evidence of verification.

249. Annual Review of Financial Regulations

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

RESOLVED that the terms contained within the report be renewed.

250. Assets Register

RECEIVED the updated Assets Register.

RESOLVED that the updated Assets Register be approved.

251. Annual Review of Effectiveness of Internal Financial Controls

Consideration was given to the report of the Responsible Financial Officer

RESOLVED that the following recommendations be approved:

- i) That the Heads of Terms for Walker Park be requested from Allerdale Borough Council, and that consideration be given to a rent review.
- ii) That the bank reconciliation and bank statements be signed/initialled on a monthly basis as part of the Inspection of Accounts process.
- iii) That office staff should attend suitable GDPR training; and
- iv) That cloud storage options should be looked at by the Town Clerk, Responsible Financial Officer and Councillors Boardman and Campbell-Savours.

252. Preparation for Return to Face to Face meetings

Consideration was given to the report of the Clerk.

RESOLVED that the Annual Council Meeting be held at St John's Church in May.

253. Local Government Reorganisation

Consideration was given to the motion by the Mayor initially put forward in March to respond to support the single unitary authority proposal and reject the two part solutions. Information has previously been supplied to Councillors – available at

<https://www.gov.uk/government/consultations/proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset/consultation-on-proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset>)

Further information regarding the consultation is available at:

<https://consult.communities.gov.uk/governance-reform-and-democracy/cumbria/> .

RESOLVED that Keswick Town Council support the dual unitary option put forward by Allerdale Borough Council and Copeland Borough Council and that the Town Clerk complete the consultation on behalf of Keswick Town Council.

254. Keswick Transport Study

Consideration was given to the following

- i) the report from the Clerk.

RESOLVED that the report was noted.

- ii) Correspondence from a member of the public on this topic.

RESOLVED that the correspondence was noted.

255. Derwent Foreshore Project

Consideration was given to a report prepared by Councillor Terry which puts forward a motion that Keswick Town Council puts pressure on the relevant authorities in respect of the Foreshore Area.

RESOLVED that Councillor Terry be appointed as the Derwent Foreshore Champion, and continue to bring issues to the attention of the appropriate authorities.

256. Clerk's Report

Consideration was given to the report from the Clerk.

RESOLVED that the report was noted.

257. Climate Change Working Group

RECEIVED the update from the Climate Change Working Group.

RESOLVED that the update was noted.

258. Visitor Management Working Group

RECEIVED update from the Visitor Management Working Group.

RESOLVED that the updated was noted.

259. Reports from Representatives on Outside Bodies

- i) Keswick Convention Town Liaison Group - Councillor Paxon/Campbell-Savours -no updated given.
- ii) Keswick Youth Centre - Councillor Campbell-Savours – deferred to May.
- iii) Keswick Flood Action Group – **RECEIVED** the report from Councillor Titley

260. Minutes of Committee Meetings

RECEIVED for information the Minutes of the Events Committee meeting held on 9th March 2021.

261. Correspondence

Consideration was given to the following correspondence:

- i) Letter from the National Trust regarding moving out of lockdown
RESOLVED that the correspondence was noted.
- ii) Letter from Ministry of Housing, Communities and Local Government regarding a Welcome Back Fund
RESOLVED that the Responsible Financial Officer contact Allerdale Borough Council to obtain more information on this fund.

Prior to consideration of 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’

262. Minutes of Committee Meetings

RECEIVED for information the Minutes of the Staffing Committee meeting held on 16 March 2021.

The meeting closed at 9.44 p.m.

Chairman

Date