

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

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2nd July 2020

A meeting of the Charitable Trusts listed below will be held via the Zoom app on **Thursday 9th July 2020 at 7.30 pm.**

The meeting will be open to the press and public, however access to a laptop/pc/iPad will be required to use zoom, together with the link and password for the meeting which is available on request by emailing townclerk@keswicktowncouncil.gov.uk



Lynda Walker
Trust Clerk

HOPE PARK Registered Charity 503465
FITZ PARK Registered Charity 520327
TOWNSFIELD Registered Charity 520295

A G E N D A

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To approve and authorise the Chairman to sign the Minutes of the meeting held on 28th May 2020 (pages 1-3).
- 3. Declarations of Interests**
To receive any declarations of interests in respect of items on this agenda.
- 4. Chairman's Report**
To receive the Chairman's Report.
- 5. Bus Shelter at Wivell Park**
To consider an offer of funding from Cumbria County Council to provide a mural on the back inside wall of the new bus shelter at Wivell Park (Councillor Lywood to provide additional information at the meeting).
- 6. Request from Keswick Cricket Club**
To consider a request from Keswick Cricket Club to re-open the pavilion.
- 7. Parks Manager's Report**
To receive the report of the Parks Manager for July 2020.
- 8. Clerk's Report**
To receive the Clerk's report.

9. Requests for use of Fitz Park

- i) Cumbria School Games – Beginners Go-Tri Festival
Wednesday 23 June 2021 (provisional date – 2020 event cancelled).

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.’

10. Renewal of Leases – Fitz Park Sports Clubs

To receive an update from the Working Group and to agree draft Heads of Terms.

11. Legal – Hospital Field

To receive an update from the Clerk.

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the Annual Meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held using the Zoom app on Thursday 28th May 2020 at 7.30pm.

Present:

Chairman
Councillor Adam Paxon

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

Also in attendance were Lynda Walker (Trust Clerk), Christine Fawcett (Parks Manager), Catherine Parker (Responsible Financial Officer - RFO), Adam Blackburn and Kirsty McGrath of Café West, Fitz Park.

1. Apologies

There were no apologies for absence.

2. Election of Chairman

There being only one nomination it was **RESOLVED** that Councillor Adam Paxon be elected as Chairman for the ensuing year.

3. Election of Vice Chairman

There being only one nomination it was **RESOLVED** that Councillor Duncan Miller be elected as Vice Chairman for the ensuing year.

4. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the meeting held on 12th March 2020 (pages 11-13).

5. Declarations of Interests

Declarations of interests were received from:

Councillor Harwood – items 11 and 14 (Athletics Club Committee member)

Councillor Lansbury – items 11 and 14 (Tennis Club member)

Councillor Titley – item 11 and 14 (Athletics Club member)

6. Chairman's Report

No report was submitted.

Councillor Terry joined the meeting.

It was agreed to bring forward item 11 on the agenda.

7. Fitz Park Stakeholder Updates (Café West)

Café West staff had advised that they were looking at the potential re-opening of the café in Fitz Park, initially for take away only, and outlined proposed arrangements to ensure that Government guidelines could be met. This would be reviewed on a weekly basis taking into account the pick up in customers and need.

Concerns were expressed that there was no intention to open the toilets which it was felt would cause problems, along with using the main entrance into the park as the suggested route into the café. Suggestions were put forward for the route of the proposed one-way queuing system. **RESOLVED** that the proposed re-opening be supported but that every effort should be made to re-open the toilets at the same time.

(Kirsty and Adam left the meeting).

The meeting was adjourned for 5 minutes to allow participation in the weekly 'Clap for Carers'.

8. Parks Manager's Report

Consideration was given to the report of the Parks Manager including an update on the bedding plant situation. Trustees congratulated the Parks Manager and her staff on the wonderful condition of the parks.

9. Budget Comparisons

RECEIVED budget comparisons for the fourth quarter.

10. Assets Register

RESOLVED that the updated Assets Registers for Hope and Fitz Parks be approved and adopted.

11. Review of Hire Charges

RESOLVED that no changes be made to the current charges for use of the parks etc and that a further review take place in 12 months.

12. Fitz Park Stakeholder Updates (continued)

Updates were received from the Cricket and Bowling Clubs at Fitz Park outlining plans to re-start activities following the relaxation in Covid-19 lockdown guidelines. Councillor Lansbury reported on behalf of the Tennis Club.

RESOLVED that no objections be raised to the proposals.

13. Requests for use of the Parks

Consideration was given to the following requests for the use of the parks:

- i) Lakesman Triathlon – use of Crosthwaite Road car park from 18th – 21st June and hire of Hope Park for a section of the route on 20th June 2021. **RESOLVED** that the request be approved on the same terms as 2019.
- ii) Keswick Mountain Festival – use of Fitz Park for the KMF Kids Triathlon Thursday 20th May 2021 and use of Hope Park (as a wet weather contingency route) Saturday 22nd and Sunday 23rd May 2021. **RESOLVED** that the request be approved on the same terms 2019.
- iii) Lakeland Trails – use of Fitz Park on Saturday 4th September 2021 for start and finish points. **RESOLVED** that the request be approved on the same terms as 2019.
- iv) Cumbria NHS Wellbeing Service – Wellbeing Bunting **RESOLVED** that the request be approved in principle subject to further information regarding the route of the bunting through Fitz Park and agreement of practicalities with the Parks Manager, use of recycled material to string the bunting together, an indication of the time period for the bunting to be in place and agreement to clear up the bunting at the appropriate time.

Prior to the following business the Chairman moved:

'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.'

14. Lease/Licence – Hope Leisure Ltd

Consideration was given to the report of the Clerk. No objections were raised to the proposal to resume trading following Government guidelines from the end of May.

RESOLVED that the terms proposed in the report be approved for agreement with Hope Leisure Ltd to include the inflationary increase for 2020.

15. Lease – Fitz Park Sports Clubs

RECEIVED an update from the RFO on progress with establishing Heads of Terms for the renewal of the Sports Clubs' leases at Fitz Park.

RESOLVED that the Working Group (the Chair, Vice Chair and Councillor Dunn supplemented by Councillors Lywood and Terry) seek to meet representatives of the Clubs to agree proposed Heads of Terms prior to instructing solicitors to draw up the new leases.

16. Contracting – Crosthwaite Road Car Park

Consideration was given to the report of the RFO.

RESOLVED that the tariff be amended as suggested to include an all-day fee only of £3 for cars and £6 for motorhomes (no overnight parking) and that all payment methods be facilitated.

17. Legal – Land at Hospital Field

An update was received from the Clerk and RFO.

RESOLVED that a meeting be arranged as proposed with a pre-meeting of the Working Group to include the Chair, Vice Chair, Councillors Dunn and Titley supplemented by Councillors Burn, Harwood and Lywood.

18. Contracting – BMX Track

RECEIVED an update from the RFO.

The meeting closed at 9.30 pm.

Chairman

Date



Fitz Park
Keswick

25 June 2020

Lynda Walker
Fitz Park Trustees
Keswick Town Council
Keswick

Dear Linda,

Keswick Cricket Club – Pavilion Opening 2020

I write as the Chairman of Keswick Cricket Club. As you will be wholly aware, 2020 has been a year decimated by COVID-19 and the cricket season as we know it is yet to start. Whilst we have been able to return to training under the strict guidance of the England & Wales Cricket Board (ECB) and their regulations which we advised you about in May, match cricket of any sort has not taken place. There are positive moves to do this in July and our hope is that we will be back on Fitz Park in the next few weeks, subject to the restrictions the ECB place on match situations. We are very hopeful.

As a small sporting club, COVID-19 has set us back significantly both in terms of social interaction and finance. We survive on a combination of sponsor donations, fund raising activities and bar profits on days when there is cricket or other related activity taking place. A lack of cricketing activity of any sort has seen all those drop to virtually nothing whilst we have continued to trade as we can, discharge our ongoing financial obligations and maintain our ground space within the park.



We are aware now that the government have allowed pubs, restaurants, the hospitality trade and others to restart from Saturday 4th July. As a small business, we are keen to try to resurrect 2020 in some way and it is our intention to re-open the pavilion in Fitz Park in accordance with the guidelines issued.

The purpose of this letter is to ask the Trustees to provide us with their permission to do so as their tenants, on the understanding that we set out our terms of re-opening and how we will trade. We are always thankful for the opportunities and support we get from the Fitz Park Trust and do not wish to do anything to diminish this.

As a club, we propose to do the following:

1. Open our premises to our members as from Saturday 4th July when there is some form of organised club event taking place in or around the club. The likelihood is that the opening will only be on Saturdays and Sundays but where there is other organised cricket activity, we will extend that
2. Opening times will coincide with the activity but times will be restricted in accordance with our licence
3. Maintain a 'members-only' rule with membership being a pre-requisite for the purchase of alcohol across our bar in the pavilion
4. Restrict the consumption of alcohol to the pavilion and the terrace area to the front when the weather permits
5. Initiate a one-way access and egress system for the toilet facilities in the pavilion to ensure the social distancing measures in place at that time can be strictly adhered to – and affix appropriate posters and signs to clearly indicate these
6. Ensure hand wash & drying facilities are readily available in the toilet areas
7. Provide hand sanitiser at entrance points to the pavilion when open
8. Restrict the numbers queuing at the bar (if necessary) to fully comply with social distancing



9. Ensure before opening that a deep-clean of the clubhouse takes place and then ensure that after each opening, the clubhouse has a thorough clean of all areas & surfaces open to members
10. Close and lock doors within the premises that are out of use to ensure only the bar area & toilet facilities are used
11. Adhere to and comply with all the guidance outlined in the government's 43 page document issued 23 June 2020 – Keeping Workers & Customers Safe During COVID-19 in restaurants, pubs, bars & takeaway services
12. Always have a senior club representative within the pavilion to ensure compliance with these proposals

We hope the Trustees will permit us to use the pavilion to start our season based on cricket club activity taking place in Fitz Park and I would be happy to answer any questions you have in regard to these proposals. We would very much like to be able to start a week on Saturday if that were possible so would hope you can respond to us within that timeframe.

Kind regards,

Karl Link

Chairman

Parks Manager's Report July 2020

Christine Fawcett

The weather over the last two months has been warm, sunny and the odd wet day providing us with some welcome rain. The dry conditions of May and June proved challenging to get enough water to continue grass growth on the playing areas.

Thanks must go to the parks staff for their hard work and commitment and also to the three ladies from the office for their energy to carry out the tasks in hand whilst working from home.

Hope Park

The circular beds traditionally planted with summer bedding plants have been sown with wild flower seeds. They are now starting to grow and will provide a colourful display through until October.



The raised bed at the entrance to Hope Park has been planted with nasturtiums. All the tubs have been planted with dahlias of mixed varieties from a donated source and nasturtiums added too.

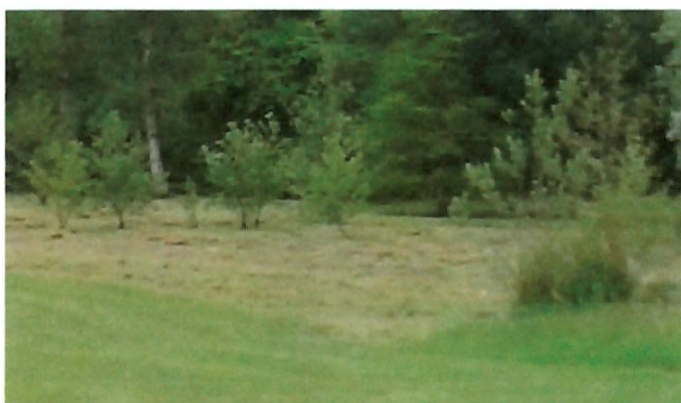
The putting green is recovering from the dry spell and has been fed with summer fertilizer to aid growth and recovery.

The pitch and putt is looking well and all of the putting greens have been treated with wetting agent and liquid iron.

An application of summer fertilizer has been applied and growth is good given the weather conditions we are having.



The dry ground condition has allowed us to strim a section of the woodland area encouraging new growth and create footpaths through the woodland. These footpaths will be maintained for the summer months.



Three new memorial benches have been ordered for members of the public and will be installed once they arrive in Lady Hopes garden at our agreed location.

The grass verges on Lake Road have become very overgrown and have been reported to Cumbria County Council via their website. Let's hope they are cut back to improve traffic and pedestrian visibility in the weeks to come as the road becomes more used with returning visitors.



Townsville

There are two Silver birch trees that are showing little sign of growth and are covered in ivy. These two trees will be monitored throughout the summer and a decision made on their future in autumn. The grass is now being cut twice per month.

War Memorial

The raised beds have been replanted with mixed geraniums for a summer display.



Lower Fitz Park

The car park is now open and has been sprayed for weeds. New way weed spay is not very effective on perennial and grass weeds and it is proving very difficult to control the surface of the car park. The shrub bed has been weeded and the Cornus alba is becoming more established.

Due to government restrictions for Covid 19 the play area, outdoor gym and community sports area have remained closed. These restrictions may be lifted after the 4th July.

The play area has had some replacement parts fitted including new shackles to the swings and turnfly and the area is being monitored.

A smart meter has been fitted to the Community Sports Area meter by the current electricity supplier.

Upper Fitz Park

Public games are not in operation at the moment however all the playing areas have been maintained to the same standard as previous years. They are due to open at the beginning of July. In early June, as last year, we had an outbreak of fusarium patch and red thread on the bowling green and putting greens. The grass was sprayed with fungicide to help control the turf disease.



Scarifying has been carried out to both the bowling green and the tennis courts to remove thatch and improve drainage and an application of liquid iron and summer fertilizer has been applied.



The club tennis courts have been marked out as per the tennis association and club guidelines with number 2 court not being marked or in use to allow social distancing.

The tree carving of the stump is due to be completed last week of June, beginning of July weather permitting.

KESWICK PARKS CHARITABLE TRUSTS MEETING
9 JULY 2020

CLERK'S REPORT

It has been a busy five weeks since the last Trust meeting and hopefully progress has been made in a number of areas (see items elsewhere on the agenda).

The Parks' staff have been back to full time work since the end of May and no problems or issues have so far arisen. Information is being updated almost on a daily basis regarding re-opening of facilities in a safe way in the light of the Coronavirus and this is being monitored to ensure requirements are met.

Hope Leisure is continuing to trade at Hope Park, minus the café facility, although the weather has not been kind recently. Public games at Fitz Park are due to re-start at the weekend.

Hope Park Clock

The turret and clock on the café building at Hope Park was installed in 2012 and funded by Keswick Lions Club. Some of you may have noticed that the clock has not been reliable for some time and has now completely stopped. Cumbria Clock Company has been asked to carry out an inspection and has reported that no replacement parts for the system are available so they would propose installing a new clock system. This would cost in the region of £1,160 plus VAT. Restoration of the dial to be carried out at the same time would cost an additional £430 plus VAT.

I have asked Keswick Lions Club if they would be prepared to fund the repair and restoration of the clock but they have replied that they do not feel that this is a suitable use of the Club funds.

There is no budgetary provision for this work and in view of the current financial circumstances it is proposed to take no action for the time being.

LW
010720