

KESWICK TOWN COUNCIL

Minutes of the Annual Meeting of Keswick Town Council held at St John's Church, Church Lane, Keswick on Thursday 20th May 2021 at 7.30 p.m.

Present:

Chairman

Councillor Alan Dunn

Councillors

Alexandra Boardman
Allan Daniels
Tony Lywood
Paul Titley

David Burn
Steve Harwood
Duncan Miller

Markus Campbell-Savours
Sally Lansbury
Peter Terry

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

1. Election of Chairman (Town Mayor)

There being only one nomination it was **RESOLVED** that Councillor Alan Dunn be elected as the Chairman (Town Mayor) for the ensuing year. Councillor Dunn made the statutory Declaration of Acceptance of Office.

2. Election of Deputy Chairman (Deputy Mayor)

There being only one nomination it was **RESOLVED** that Councillor Steve Harwood be elected as Deputy Chairman (Deputy Mayor) for the ensuing year. Councillor Harwood made a Declaration of Acceptance of Office.

3. Apologies

Apologies for absence were received from Cllr Paxon.

4. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on 15th April 2021 (pages 59 – 64).

5. Requests for Dispensations

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

6. Declarations of Interests

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

7. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team, with Inspector Rachel Gale in attendance to give an update. For the period April until May 2021, there had been a total of 10 Antisocial Behaviour incident logs and 24 crimes reported. Inspector Gale urged members of the public to report all incidents in order that a true picture of issues in Keswick can be obtained.

8. Keswick Transport Study

RECEIVED an update from Emma Moody (LDNPA) and Steph Davies-Johnson (Cumbria County Council) on the progress on actions which each authority was responsible for as identified in the Keswick Transport Study. *Emma Moody and Steph Davies-Johnson left the meeting after this item.*

9. Matters to be received from the Public

Three members of the public brought up an issue with Inspector Gale regarding anti-social behaviour close to their residences, with a request that all agencies work closely together to resolve the issues for the benefit of local residents. Inspector Gale informed the members of the public that she would find out more information and take it forward after the meeting.

One member of the public raised the issue of the state of the Howrahs footpath. Councillor Lywood responded that to improve that path would be a good deal of work and money which in all likelihood Cumbria County Council would be unlikely to undertake due to the high risk of flooding.

RESOLVED that the Clerk write a letter to all agencies regarding the issues brought up to Inspector Gale requesting that the issue be looked into as a matter of urgency.

Inspector Gale left the meeting after this item.

10. Matters to be raised by Councillors

No matters were received from Councillors.

11. Applications for Development

i) **RESOLVED** that the following observations be submitted to the Lake District National Park Authority:

Plan Ref.	Description of Development Location
LEG/1604.430	Tree Preservation (No. 430) Order 2021 Land at Acorn House, Keswick <i>No comments made</i> SUPPORT
7/2021/2059	Proposed alterations to the front entrance, rear elevation and internal layout to provide additional holiday accommodation 27 Station Street, Keswick, Cumbria, CA12 5HH <i>Object</i> <i>1.Object to creation of additional unit of holiday accommodation in preference to local needs housing with increased parking demand in restricted area at rear.</i> <i>2.Object to loss of detail to stone faced 'grotto' feature to side of entrance approach at front to be replaced with render finish on a predominantly stone frontage. This would be a significant loss of character to this prominent frontage in the heart of the conservation area.</i> OBJECT
7/2021/2081	Change of use of ground floor workshop/store into part of first floor flat Skiddaw Glen 11a, Blencathra Street, Keswick, CA12 4HW <i>Support in principle – subject to clarification on boundary of land to East side of building facing towards Skiddaw Glen in the applicants control and provision of storage for waste and recycling</i> SUPPORT
7/2021/2094	Five fascia signs Alhambra Cinema, 36 St. Johns Street, Keswick, CA12 5AG <i>Support – strongly support improvements to this iconic Keswick building</i> SUPPORT
7/2021/2105	Construction of garden studio and replacement windows (specifically to kitchen/living area and east facing bedroom) Beetholm, Southey Hill, Keswick, CA12 5ND <i>Support in principle but as this building is in the conservation area the garden studio should have a slate pitched roof in lieu of flat roof proposed</i> SUPPORT
7/2021/2107	Change of use from guesthouse to interchangeable use as guesthouse or single holiday let 23, Stanger Street, Keswick, CA12 5JX <i>Support on the basis of the same conditions applied to application 7/2020/2299 at 22 Stanger Street</i>

SUPPORT

- 7/2021/2111 Amendment to design for terrace, condition 2 (plans) and removal of privacy screening, condition 5 on planning permission 7/2020/2075 (Proposed ground floor infill extension, first floor side extension, loft conversion, facade alterations and all associated works)
Manor Crest, Manor Brow, Keswick, CA12 4AW
No comments made
SUPPORT
- 7/2021/2112 Change of use of guesthouse (C1) to dwelling (C3)
Oakthwaite House, 35, Helvellyn Street, Keswick, Cumbria, CA12 4EP
Support – subject to local occupancy condition being applied as planning policy CS18
SUPPORT
- 7/2021/2117 Use of former guest house (Use Class C1) as short term self-catering holiday letting house - Certificate of Lawful Use
Hazelwood, Chestnut Hill, Keswick, CA12 4LR
For information only, no comments required
- 7/2021/2122 Removal of back window to be replaced with French windows
7, Eskin Street, Keswick, CA12 4DH
No comments made
SUPPORT
- 7/2021/2128 3no building signs and 1no entrance totem
High Hill Farm, High Hill, Keswick, CA12 5NY
No comments made
SUPPORT
- 7/2021/2129 Garden room / workshop
Little Bield, Chestnut Hill, Keswick, CA12 4LT
No comments made
SUPPORT
- 7/2021/2131 Construction of garden amenity building detached from existing building
Greengarth, Brundholme Road, Keswick, CA12 4NL
Support in principle, but request details be provided to substantiate no impact on existing mature trees in close proximity to proposed location of new garden room
SUPPORT

- ii) **RECEIVED** an update on National Park planning decisions.
- iii) **RECEIVED** an application from Allerdale Borough Council to remove a public payphone box

Councillor Burn left the meeting after this item.

12. Mayors Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 9th April 2021 – 13th May 2021.

13. Standing Committee and Working Group Members

- i) Staffing Committee
RESOLVED that the Staffing Committee comprise five Councillors - the Mayor (ex officio) Councillor Dunn and the Chair of the Parks Trusts (ex officio) Councillor Miller – (subject to election), plus Councillors Burn, Daniels and Terry.
- ii) Events Committee

RESOLVED that the Events Committee comprise five Councillors and that Councillors Burn, Dunn, Lansbury, Lywood and Titley be appointed to the Committee.

iii) Planning Group

RESOLVED that Councillors Daniels, Harwood, and Miller be appointed to the Planning Group.

14. Outside Bodies & Liaison Meetings

RESOLVED that the following Councillors be appointed as representatives on outside bodies and to attend liaison meetings e.g. Allerdale 3 tier meetings, CALC etc.:-

The Battersby Charity	Councillor Tony Lywood
Keswick in Bloom	Councillor Peter Terry
Keswick Community Emergency Recovery Partnership	Councillor Sally Lansbury
Keswick Tourism Association	Councillor Alan Dunn
Keswick Youth Centre	Councillor Markus Campbell-Savours
Keswick Fair Trade Committee	Councillor Markus Campbell-Savours
Keswick Flood Action Group	Councillor Paul Titley
Keswick Convention Town Liaison Group	Councillor Duncan Miller Councillor Paul Titley (reserve)
Liaison Meetings (CALC, Lake District Partnership Parish Forum etc)	Councillor Alexandra Boardman Councillor Steve Harwood Councillor Paul Titley

15. Chairman's Allowance

RESOLVED that the Chairman's allowance in pursuance of Section 15 (5) of the Local Government Act 1972 be set at £2,000, as per the budget provision made with the normal payment arrangements to apply.

16. Schedule of Meetings 2021/22

RESOLVED that the dates and times of ordinary meetings of the Council for the ensuing year be fixed as follows:

(Meetings start at 7.30 pm except where stated otherwise)

Schedule of Meetings 2021

17th June	Town Council Meeting
8th July	Charitable Trust Meeting
15th July	Town Council Meeting
19th August	Town Council Meeting
9th September	Charitable Trust Meeting
16th September	Town Council Meeting
21st October	Town Council Meeting
11th November	Charitable Trust Meeting

18th November	Town Council Meeting
16th December	Town Council Meeting 7pm

Schedule of Meetings 2022

13th January	Charitable Trust Meeting
20th January	Town Council Meeting
17th February	Town Council Meeting
10th March	Charitable Trust Meeting
17th March	Town Council Meeting
21st April	Annual Parish 6.30pm Town Council Meeting
19th May	Annual Council Meeting
26th May	Annual Trust Meeting

17. Schedule of Charges

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

RESOLVED that the charge for the hire of the Council Chamber be increased to £15 per hour + VAT, but all other charges remain as they are for 2021/22.

18. Annual Review of Standing Orders

Consideration was given to the report of the Clerk.

RESOLVED that the Standing Orders be agreed.

19. Payment of Accounts

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

- i) The Town Council, vouchers 16 – 49, amounting to £57,742.92 (fifty seven thousand, seven hundred and forty two pounds and ninety two pence)
- ii) The Trusts, vouchers HP8 – FP30, amounting to £12,207.86 (twelve thousand two hundred and seven pounds and eighty six pence)

20. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives;
Councillor Sally Lansbury informed Councillors there had recently been a meeting regarding a Masterplan exercise.
There was also a brief update given on Allerdale Borough Council's response to the Keswick Transport Study, and it was suggested that the Deputy Leader of Allerdale, Councillor Marion Fitzgerald, be invited to attend the next Council meeting.
RESOLVED that the Deputy Leader of Allerdale Borough Council be invited to speak at the next Town Council meeting.
- ii) Cumbria County Council Ward Representative;
Councillor Lywood informed Councillors of a £200,000 environmental fund bid, of which Keswick Town Councillors had put forward bids for two projects. He was hopeful that both would succeed. He confirmed that he was still pushing forward with information regarding the Back Streets TRO.
- iii) **RECEIVED** the report from Dr Geoff Davies Lake District National Park Authority North Distinctive Area Parishes Representative.

21. Town Council Insurance Renewal/Review

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

RESOLVED that the report be accepted.

22. Sustainability Charge

Consideration was given to correspondence received from Cumbria County Council in relation to the letter previously sent, and to agree next steps.

RESOLVED that no further action be taken.

23. Review of Events Banners Policy

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

RESOLVED that the events banner policy be discontinued.

24. Disposable Barbeques

Consideration was given to the motion from Councillor Lansbury which asked the Town Council to take steps to reduce the impact of disposable barbeques in our area, with reference to financial costs to the fire service and the environmental costs of going forward with no controls in place.

RESOLVED that:-

- i) Keswick Town Council write to all retailers including fuel station owners to discourage the use/retail of disposable barbeques.
- ii) Keswick Town Council contact landowners to ask them to raise awareness by placing the proposed code of conduct on their websites/visitor information
- iii) Keswick Town Council add the code of conduct to their website.
- iv) Letters be sent to George Eustice Minister for the Environment, and Lord Stephen Greenhalgh, Minister responsible for the fire service.

25. Derwent Foreshore

Consideration was given to a motion from Councillor Terry to consider the reinstatement of the Keswick Foreshore four party management agreement between Allerdale Borough Council, Cumbria County Council, the Hope Park Trust and the National Trust.

RESOLVED that Councillor Terry continue to his work investigating the Foreshore project.

26. Proposed Neighbourhood Local Occupancy Watch Scheme

Consideration was given to a motion from Councillor Campbell-Savours to set up a Neighbourhood Local Occupancy Watch Scheme along with Keswick Community Housing Trust.

RESOLVED that Councillors Campbell-Savours, Daniels, Harwood and Lansbury work alongside the Keswick Community Housing Trust on this matter, and that the former Town Clerk be requested to help collate the information.

27. Climate Change Working Group

RECEIVED an update from the Working Group.

RESOLVED that the Town Council gather be the central point for the collection of volunteer's details.

28. Visitor Management Working Group

RECEIVED an update from the Working Group.

29. Clerk's Report

RECEIVED the report of the Clerk.

RESOLVED that:

- i) The Clerk gather evidence for the Government's Call for Evidence into the benefits of virtually meetings; and
- ii) Councillor Campbell-Savours contact Property Services at Allerdale Borough Council to investigate the possibility of a telephone connection directly to Allerdale Borough Council to be situated outside the current ABC offices.

30. Committee Minutes

RECEIVED for information the minutes of the Events Committee meeting held on 13 April 2021.

31. Correspondence

RECEIVED the following correspondence:

- i) Letter from Lake District National Park
- ii) Email from Soundwave regarding Youth Provision in Keswick;
- iii) Email from CALC informing Members of a Government Rural Broadband Consultation.

Prior to the following business the Chairman moved 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’

32. CCTV Memorandum of Agreement – Moot Hall

RESOLVED to approve that the Mayor and Deputy Mayor be authorised to sign the Memorandum of Agreement between The Battersby Hall Charity and Keswick Town Council.

33. Committee Minutes

RECEIVED for information the Minutes of the Staffing Committee meetings held on Monday 12 April 2021.

The meeting closed at 10.17 p.m.

Chairman

Date