

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

8th July 2021

The meeting of Keswick Town Council to be held in person at St John's Church, Church Lane, Keswick on Thursday 15th July 2021 at **7.30 pm**.

Any members of the public who wish to raise matters under item on the agenda are asked to notify the Clerk no later than 24 hours before the meeting by email to townclerk@keswicktowncouncil.gov.uk

Please note: Under current Covid restrictions and following appropriate guidance, the number of members of the public who can attend this meeting is strictly limited. To ensure a space at the meeting, you must contact the Town Clerk before 5pm on Wednesday 14 July 2021 at townclerk@keswicktowncouncil.gov.uk. If too many members of the public wish to attend, attendance will be on a first come, first served basis.

Yours sincerely



Vivien Little
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 17th June 2021 (pages 8-12).
- 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.

Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting). Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Clerk at least 24 hours in advance of the meeting

- 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 ten minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.
- 7. Matters to be raised by Councillors**
An opportunity for Councillors to raise any unforeseen matters, with the consent of the Chair, which do not require a decision – items raised should not be discussed for longer than 10 minutes.
- 8. Applications for Development**
 - i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority.
 - ii) To receive update on National Park planning decisions.
- 9. Mayor's Report**
To receive details of the Mayor's engagements and meeting attendance for the period 18 June 2021 – 8 July 2021.
- 10. Reports from Ward Representatives**
To receive reports from the following representatives:
 - i) Allerdale Borough Council
 - ii) Cumbria County Council
 - iii) LDNPA North Distinctive Area Parishes' Representative
- 11. Payment of Accounts**
To confirm the payment of accounts for July 2021 as approved by the Inspection Committee (to be circulated at the meeting):
 - i) For the Town Council
 - ii) For the Trusts
- 12. Allotments at Hawthorns, Penrith Road, Keswick**
To receive a report from the Clerk
- 13. Public Transport Links**
To consider a motion from Councillor Lywood seeking support for an initiative to link public transport to the areas of high unemployment that are now not connected to Keswick, which is in dire need of more workers within our tourism industry.
- 14. Climate Change Working Group Update**
 - i) To consider a motion from Councillor Lansbury regarding the 'Great Big Green Week' and whether Keswick Town Council should take part in this.
 - ii) To receive an update from Councillor Boardman.
- 15. Correspondence**
To consider the following:
 - i) Update from Councillor Boardman on the Highways Information Asset Management System Launch Briefing for Parish Councillors.

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'

- 16. Back up report**
To consider the report from the Clerk

16. Christmas Lights Contract

To consider the report from the Clerk.

17. Staffing Matters

To consider the report from the Clerk.

18. Staffing Committee

To receive for information the minutes of the Staffing Committee meeting dated Monday 21 June 2021 (pages 1-2) and Monday 5 July 2021 (pages 3-4).

To: All Councillors, Press, Police

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council held at St John's Church, Church Lane, Keswick on Thursday 17th June 2021 at 7.30 p.m.

Present:**Chairman**

Councillor Alan Dunn

Councillors

Alexandra Boardman

Allan Daniels

Tony Lywood

Peter Terry

David Burn

Steve Harwood

Duncan Miller

Paul Titley

Markus Campbell-Savours

Sally Lansbury

Adam Paxon

Also present were Vivien Little (Town Clerk), Catherine Parker (Responsible Financial Officer), and 1 member of the public

34. Apologies

No apologies for absence were received for this meeting

35. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 20th May 2020 (pages 1-7).

36. Requests for Dispensations

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

37. Declarations of Interests

Declarations of interest were received from Councillor Dunn, who declared a disclosable pecuniary interest in agenda item 10. Applications for Development, in respect of Planning Application 7/2021/2164. He stated that he would leave the room for the duration of this item.

38. Police Report

No report of the Allerdale Rural Neighbourhood Policing Team had been received.

39. Matters to be received from the Public

No matters were received by members of the public.

40. Matters to be raised by Councillors

No matters were received from Councillors.

41. Keswick Transport Study – update from Allerdale Borough Council

RECEIVED a verbal update from Councillor Marion Fitzgerald (Deputy Leader), Allerdale Borough Council and Catherine Nicholson, Chief Officer (Assets) regarding the Allerdale Borough Council actions contained within the Keswick Transport Study.

Councillor Fitzgerald began by stating that Covid had had a huge impact on all of Allerdale's services, and that the recommendation which was made at the Executive meeting held on 19th February 2020 meant that Allerdale Borough Council would work with other partners to secure funding from both internal and external sources, not pay for the whole amount. Allerdale Borough Council were unable to cover the full cost of the project and the Town Council were reminded that the programme delivery was 'subject to

funding being sourced'. There was now a car park manager in place and alongside the Working Group who was keen to work with third party operators in order to help relieve pressure on the main car parks.

Councillors then asked a number of questions of Councillor Fitzgerald. Concern was raised that this summer was likely to be an exceptionally busy one, and while the LDNPA were providing AA signs to try and help the situation this year, it would not help in the long term. The signage strategy is expected to take 2 years. Councillor Fitzgerald pointed out that with those signs in place, it would give material evidence moving forward to help a future working group secure funding to impliment permanent signage, Allerdale Borough Council were also seeking technical support from CCC who were the experts in this area. Although it was acknowledged that Keswick's car parks raised a lot of money for Allerdale Borough Council, it would be wrong for all of that money to solely benefit Keswick; Councillor Fitzgerald stated that the money benefited the whole of Allerdale.

It was suggested that if a working group was set up, the current Mayor of Keswick would be an ideal candidate to represent Keswick Town Council as he had a number of contacts and a huge interest in the project.

RESOLVED that the update be noted.

Councillor Marion Fitzgerald and Catherine Nicholson were thanked for their attendance at this meeting, and left after this item.

42. Keswick Museum

RECEIVED a verbal update from Eilidh Young, Museum Manager, and Claire Poulter, Friends of Keswick Museum to update the Town Council on the Museum's future plans and to explore opportunities of joint working.

RESOLVED that the update be noted.

Eilidh Young and Claire Poulter were thanked for their attendance at this meeting, and left after this item.

43. 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/2021/0089	Fell 1 ash tree (T1) 2 Archway House, Borrowdale Road, Keswick, CA12 5DD <i>Object – this is a substantial ash tree in the rear courtyard which is now in full leaf and appears to be in much better condition than implied on the submitted photograph. It is within the conservation area and in the grounds of a listed building (formerly 9 Priorholme). It has a significant presence when viewed from vantage points beyond this site. No specialist arboricultural report has been submitted to substantiate the basis for this application and consequently we object to the removal of this tree</i> OBJECT
7/2021/2125	Retractable awning 21, Station Street, Keswick, CA12 5HH <i>Support in principal – subject to consideration given to restricting the extent of the canopy projection to avoid covering the prominent 'Packhorse Court' sign at the site frontage</i> SUPPORT

- 7/2021/2144 Alterations & extensions
7, The Hawthorns, Keswick, CA12 4LL
No comments made
SUPPORT
- 7/2021/2147 Retain replacement windows
Shelley Cottage, Chestnut Hill, Keswick, CA12 4LS
Object – we approve the retention of window one with timber sliding sashes replaced in 2018. We object to the retention of window two above the doorway which is a modern pattern and out of character with this Grade II listed building. The existing opening is of the proportion of what would have been a sliding sash window to match window one
OBJECT
- 7/2021/2149 Replacement of roof purlin, removal of oil and polymer based paints from masonry, repair of lime mortars to the clock tower and steps, redecoration of woodwork and metalwork
Tourist Information Centre, Moot Hall, Keswick, CA12 5JR
Support – sensitive repair and maintenance works on this iconic Grade II listed building
SUPPORT
- 7/2021/2150 Approval of details reserved by condition 3 (Windows & doors details) on planning permission 7/2019/2292 - Two storey side and rear extension with single storey to front elevation, alteration to front and rear garden to enlarge patio and form additional parking
7, Fenton, Keswick, CA12 4AZ
For information only, no comments required
- 7/2021/2153 Extension of existing first floor balcony
The Bothy, Penrith Road, Keswick, CA12 4LJ
No comments made
SUPPORT
- 7/2021/2156 Remove local occupancy, condition 2 on planning permission 7/2004/2080, erection of dwelling
Elimore House, 15, Brackenrigg Drive, Keswick, CA12 4JJ
Object – we strongly object to removal of local occupancy conditions on principle as this would set a precedent which could be applied to all existing dwellings with these restrictions and no exceptions should be made. The reasons for this condition were clearly stated in the permission granted in 2004 and remain valid
OBJECT
- 7/2021/2159 Extend dwelling to front and side of dwelling including building second storey over part of garage roof
48, Millfield Gardens, Keswick, CA12 4PD
No comments made
SUPPORT
- 7/2021/2161 Erection of single-storey rear extension for additional living accommodation
24, Poplar Street, Keswick, CA12 5BW
No comments made
SUPPORT

7/2021/2164

Change of use from former Gospel Chapel to self contained one bedroom flat

15, St John's Street, Keswick, CA12 5AP

Support- support in principle subject to this being designated as a one person dwelling relative to the space standards in Housing Policy 15 of the new Local Plan and subject to a local occupancy condition. This provides a new dwelling in the high need category within the town centre to make use of a now redundant building whilst retaining its existing character in the conservation area

SUPPORT

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

44. Mayor's Engagements

RECEIVED details of the Mayor's engagements and meeting attendance for the period 20th May 2021 – 10th June 2021.

45. Annual Accounts

RESOLVED that the Chairman be authorised to sign the statement for accounts for the year ending 31 March 2021.

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

RESOLVED that section 1 - Annual Governance Statement 2020-21 - of the AGAR be approved for signature by the Chairman.

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

RESOLVED that section 2 - Annual Governance Statement 2020-21 - of the AGAR be approved for signature by the Chairman.

48. Internal Auditor's Report for Year Ending 31 March 2021

RESOLVED that the Responsible Financial Officer investigate options regarding investing in Premium Bonds.

49. Payment of Accounts

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

- i) For the Town Council, vouchers 50 – 64, amounting to £2,819.24 (two thousand eight hundred and nineteen pounds and twenty four pence)
- ii) For the Parks' Trusts, vouchers HP31 – FP45, amounting to £6,909.55 (six thousand nine hundred and nine pounds and fifty five pence)

50. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives; Councillor Daniels had attended the opening of the new cycle path between Allonby and Silloth, part of the National Cycle Route. Councillor Campbell-Savours informed Councillors that the swimming pool in Keswick would not be reopened by Allerdale Borough Council – due to the cost of refurbishing the pool and sealing the leak, it was not financially viable. The gym would remain open. There was also no further update regarding what was happening with the lease on the Station Platform.
- ii) Cumbria County Council Ward Representative; Councillor Lywood reported that there was another cut to funding, therefore only potholes would be filled, there was no extra funding for road surfacing.
- iii) Lake District National Park Authority North Distinctive Area Parishes Representative. Dr Geoff Davies was not in attendance but his written report was submitted.

51. Visitor Management Working Group Update

RESOLVED that the update be noted.

52. Derwentwater Foreshore

RESOLVED that Councillor Terry continue his work on the Foreshore once information came back in from various parties.

53. Anti-Harassment and Bullying Policy

RESOLVED that the Anti-Harassment and Bullying Policy be approved and adopted.

54. Clerk's Report

RESOLVED that the Mayor be authorised to sign the CALC learning agreement on behalf of the Council for the Town Clerks CiLCA training.

55. Consultations

Consideration was given to responses to the following consultations:

- i) Forestry England – Whinlatter Amendments May 2021
RESOLVED that the proposals be supported.
- ii) Cumbria CC – Draft Contributions Review Policy and Revised Admissions and Termination Policy
RESOLVED that the proposals be supported.

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'

56. Staffing

RECEIVED for information the Minutes of the Staffing Committee meeting held on 17 May 2021 (pages 14-15).

The meeting closed at 9.25 p.m.

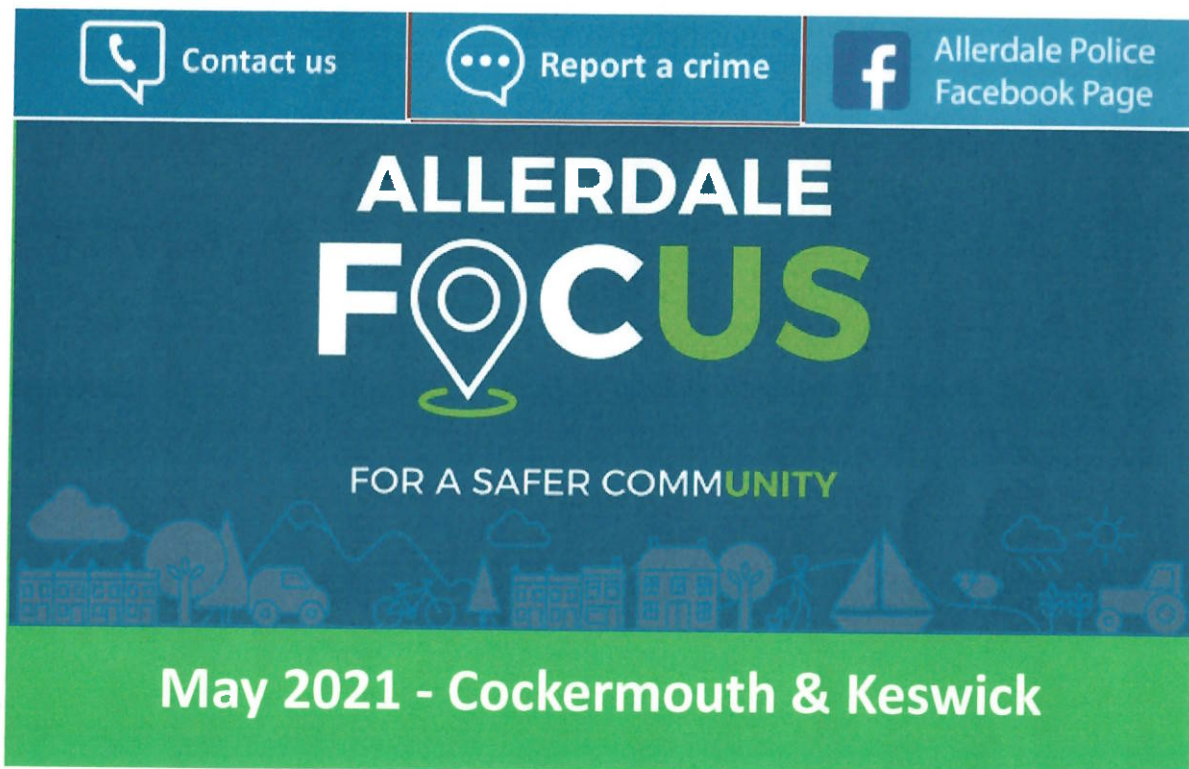
Chairman

Date

Ania Mlynczak

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 17 June 2021 17:31
To: Ania Mlynczak
Subject: May 2021 - 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 buttons: 'Contact us' with a phone icon, 'Report a crime' with a speech bubble icon, and 'Allerdale Police Facebook Page' with the Facebook 'f' logo. The main text reads 'ALLERDALE FOCUS' in large white and green letters, with a location pin icon over the 'O' in 'FOCUS'. Below this is the tagline 'FOR A SAFER COMMUNITY' and a row of small icons representing various community elements like houses, trees, a car, a bicycle, a boat, and a tractor. The bottom green bar contains the text 'May 2021 - Cockermouth & Keswick' in white.

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

Rural Crime Operation

Officers have run a rural crime and wildlife operation on the 14th May



A change was made to the op following reports a male was allowing his dog to attack and subsequently kill a swan at Moorclose Nature Reserve.

As a result two officers were tasked to gain evidence and speak with the dog owner who was identified through the community as a male from Moorclose.

This male was interviewed in relation to this and despite best efforts there was not enough evidence to progress with charge, however a Community Protection Warning was issued under the Local Environmental Awareness of Dogs (LEAD) scheme.

The rest of the team consisting of a sergeant, four officers and three Community Support Officers carried out various operations which resulted in;

- 59 cars stopped
- One positive drug wipe arrest, male has since been released on bail.
- Two farmers spoken to during the event who have agreed to have PCSO Kerry Harris visit to help them with smart water marking of machinery after intel gathered about people being on their land.
- Two Vehicle Defect Rectification Scheme notice, this entails a person having a defect corrected on their car within a time frame, failing to do so results in further action.

For the second part of the operation we targeted hot spots in Wigton, engaging with the public and also giving warnings to drivers of vehicles reported to have been driving in an anti social manner.

Stores asked to be vigilant on selling alcohol to teenagers in Allerdale

Cumbria Police have investigated an offence of a store in Workington selling alcohol to underage teenagers. The sales have been via online sales and apps. The stores have been spoken to, licence conditions improved and processes put in place to stop this ongoing issue.

Officers will continue to be proactive in responding to concerns of residents and urge stores to always challenge for ID when they suspect a person, under the legal age, is attempting to purchase alcohol. Cumbria Police would advise all stores to adopt "Challenge 25" as their age verification. With a clear message of No ID means no sale.

Sergeant Scott Adams said:

"The issue of youth disorder and specifically young people drinking alcohol had been raised to us by concerned residents. We acted upon these concerns and have spoken to stores regarding their vigilance in challenging those they suspect may be underage.

"We will continue to work with stores involved and stores across West Cumbria to educate and build processes to challenge this. These stores have a professional duty not to sell alcohol to children.

"During our enquiries and work with young people to reduce antisocial behaviour we have found that there are adults who are purchasing alcohol on behalf of underage drinkers. This will simply not be tolerated and we will be looking to identify any person who is doing this.



"We work very closely with partner agencies, businesses and local residents to tackle antisocial behaviour and we continually look to address the concerns of the communities we serve."



Drugs Warrant


A misuse of drugs act warrant was executed at an address on Helvellyn Street, Keswick.

A quantity of class B drugs located in the address and this is ongoing as an investigation, we would like to reassure the public that this has been off the back of intelligence gathering and also concerns raised from the community.

There is going to be more activity undertaken in relation to drugs and there is going to be more covert and overt tactics.

Reporting a crime,
But it's not 999?

Search: 'Cumbria Police
Online'



CUMBRIA
CONSTABULARY

Report **online**
For non emergencies

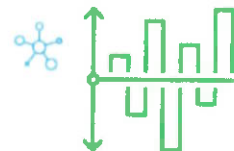
Call **999**
For emergency calls only



Crime Figures

Further information can be found on [Police.Uk](https://www.police.uk)
Click here to visit the website

Please note the data contained on [Police.uk](https://www.police.uk) is not live time



OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	11	8	3	37.5%
Burglary	2	4	-2	-50.0%
Drug offences	2	11	-9	-81.8%
Hate Incident	0	0	0	0.0%
Miscellaneous Crimes Against Society	2	0	2	0.0%
Possession of weapons offences	0	1	-1	-100.0%
Public order offences	15	15	0	0.0%
Reported Incidents	0	1	-1	-100.0%
Robbery	0	0	0	0.0%
Sexual offences	1	4	-3	-75.0%
Theft offences	13	7	6	25.7%
Vehicle Offences	0	4	-4	-100.0%
Violence against the person	35	30	5	16.7%
Total	81	85	-4	-4.7%

● Month Total ● Previous Year ● Average Previous 3 Years



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

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

If a crime is in progress always call 999.

To report a non emergency crime please call 101 or complete our non-emergency crime and incident reporting form [here](#).



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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The banner features a dark blue background with white icons for a telephone, email, and laptop. In the center, there are social media icons for Twitter, Facebook, Instagram, LinkedIn, and Snapchat. On the right side, there is the Cumbria Constabulary crest, which is a blue shield with a crown on top, containing the letters 'ER' and the words 'CUMBRIA CONSTABULARY' around the perimeter.

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This email was sent to office@keswicktowncouncil.gov.uk using govDelivery Communications Cloud on behalf of: Cumbria Police
· Carleton Hall · Penrith · Cumbria · CA10 2AU



Planning Applications received between 11/06/2021 - 08/07/2021

Plan ref	Location	Description of Proposed Development
T/2021/0104	4, St. Johns Old School, Church Lane, Keswick, CA12 5PZ	Fell 1 dead willow tree - 5 day notice
T/2021/0110	Keswick Ministries, Skiddaw Street, Keswick, CA12 4BY	Tree 1 - Oak - Fell - Tree has Honey fungus and decay at base of tree. Tree leaning towards buildings, footpath and road. Tree 2 - Ash - Fell - Tree has Ash die back and damage to root system. Tree next to buildings, public footpath and road. Trees 3 to 7 - Oaks - Remove deadwood.
7/2021/2167	3, Shu Le Crow Gardens, Keswick, CA12 4HG	Replacement of a collapsed boundary wall with a wooden fence
7/2021/2168	Launderclean, 24, Helvellyn Street, Keswick, CA12 4EN	Change of use from launderette (Sui Generis) to Retail Bakery (Class E(a))
7/2021/2169	16, Springs Road, Keswick, CA12 4AQ	Gable and dormer extension, minor alterations to existing approval ref: 7/2020/2288
7/2021/2173	40, St Johns Street, Keswick, CA12 5AG	Replacement windows and internal alterations
7/2021/2178	18 A, St Johns Street, Keswick, CA12 5AS	Flat roof terrace
7/2021/2179	121 Windebrowe Avenue, Keswick, Cumbria, CA12 4JB	Proposed new entrance porch and ground floor wc extension
7/2021/2180	Oakden, Ambleside Road, Keswick, CA12 4DL	Side extension
7/2021/2181	Parkfield, The Heads, Keswick, CA12 5ES	Change of use of guest house (c1) to dwelling (C3)
7/2021/2188	Tall Trees, Lonsties, Keswick, Cumbria, CA12 4TD	New conservatory to front of dwelling

NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing or via email to:
townclerk@keswicktowncouncil.gov.uk prior to
the meeting regarding any of the planning applications on this sheet.

Decisions Received from LDNPA

Planning Decisions Received between 11/06/2021 & 08/07/2021

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2021/2081	April-21	Skiddaw Glen 11a, Blencathra Street, Keswick	CA12 4HW	Change of use of ground floor workshop/store into part of first floor flat to cr	SUPPORT	GRANTED		
7/2021/2094	April-21	Keswick Alhambra Cinema		Five fascia signs	SUPPORT	GRANTED		
7/2021/2125	May-21	21, Station Street, Keswick	CA12 5HH	Retractable awning	SUPPORT	GRANTED		
7/2021/2131	April-21	Greengarth, Brundholme Road, Keswick	CA12 4NL	Construction of garden amenity building detached from existing building	SUPPORT	GRANTED		
7/2021/2144	May-21	7, The Hawthorns, KESWICK,	CA12 4LL	Alterations & extensions	SUPPORT	GRANTED		
7/2021/2147	May-21	Shelley Cottage, Chestnut Hill, Keswick	CA12 4LS	Retain replacement windows	OBJECT	GRANTED		
7/2021/2149	May-21	Tourist Information Centre, Moot Hall, Keswick	CA12 5JR	Replacement of roof purlin, removal of oil and polymer based paints from masonry	SUPPORT	GRANTED		
7/2021/2153	May-21	The Bothy, Penrith Road, Keswick	CA12 4LJ	Extension of existing first floor balcony	SUPPORT	GRANTED		

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 17TH JUNE 2021

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 18th June 2021 – 8th July 2021

Monday 21 st June	Staffing panel meeting
Monday 21 st June	Meeting with Cllr Lansbury regarding AA signs
Tuesday 29 th June	Trust Sub committee meeting
Wednesday 30 th June	Rural Housing webinar
Wednesday 30 th June	Max The Miracle Dog Marshalls briefing
Friday 2 nd July	Interview with BBC Radio regarding Max The Miracle Dog
Friday 2 nd July	Max The Miracle Dog Statue unveiling
Monday 5 th July	Staffing meeting
Thursday 8 th July	Trust meeting

Report from the North DA Parishes Member of the LDNPA – June 2021

The Annual General Meeting of the LDNPA was held on June 23rd. Important items of business at the AGM include the election of the Chair and Deputy Chair, together with the appointment of Members to Standing Committees and Task & Finish Groups. Mike McKinley was again elected as chairman but Peter Allen, who had been Deputy chairman since June 2018, stepped down from this role and will be leaving the Authority in September. The new Deputy Chair is Tiffany Hunt who, like Peter, is one of the five Secretary of State (National) appointees on the Authority. I have again been appointed to the three Standing Committees (Development Control, Park Strategy & Vision, Rights of Way) on which I have been serving since 2015. Additionally, I remain a member of the Nuclear Task & Finish Group. I have also been appointed to the new Housing & Employment Task & Finish Group, whose remit is “To support the monitoring of the Local Plan and to ensure a common basis for understanding data”. One of the important tasks of this group will be to consider our local occupancy restrictions.

On the following day, Government made some important announcements. One was a written ministerial statement¹ by the DEFRA Secretary of State, George Eustice. It outlines how they intend to respond to the proposals made in the Glover Landscapes Review. The other was a new three-year funding programme entitled “Farming in Protected Landscapes” (FIPL). A DEFRA press release² outlines both announcements.

The subtitle of the press release - Renewed commitment to boost nature recovery and help more people from all parts of society access Britain’s most beautiful landscapes – identifies the two principal pillars of Government’s current thinking. The Ministerial Statement says:

“The government agrees that more funding should be directed towards making space for nature and supporting nature’s recovery in our protected landscapes ... The government also agrees that we should do more to support public access to protected landscapes. Today, I am announcing the new Farming in Protected Landscapes programme, which will provide additional investment to allow farmers and other land managers to work in partnership with our National Park Authorities and AONB teams to improve public access, and deliver bigger and better outcomes for the environment, for people and for places.”

There has been recent speculation that Government was minded to abolish individual National Park Authorities and replace them with a single national body. However, the Statement says:

“Each of our protected landscapes has its own identity, and many of their functions require local accountability. However, we are also considering how their structures might be changed so that we can bring the family of protected landscapes closer together, and ensure there is more strategic direction nationally, while retaining their local functions.”

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

¹ [Written statements - Written questions, answers and statements - UK Parliament](#)

² [Ambitious proposals to create and improve protected landscapes across England - GOV.UK \(www.gov.uk\)](#)

KESWICK TOWN COUNCIL

15 JULY 2021

ALLOTMENTS AT HAWTHORNS, PENRITH ROAD, KESWICK

Recently we had a complaint from a member of the public about people with torches being seen late at night at the allotments at the Hawthorns, who was understandably distressed by this.

After investigation, it was discovered that two of the plot holders were visiting their plots late at night to undertake pest control, but this was taking place at after 11pm – which is generally considered as outside normal sociable hours.

There is currently no limit for hours of operation in the terms and conditions of the allotments at the moment, so I am recommending that an 'Hours of Operation' clause be introduced which would see the hours of operation set between 6am and 10pm. After consultation with myself, the Responsible Financial Officer, the Parks Manager, and Councillor Miller, Chairman of the Trusts we feel that this is a reasonable time to allow access to the allotments.

Vivien Little

21 June 2021



**Allotments at Hawthorns, Penrith Road,
Keswick
Terms and Conditions**

Vivien Little

Town Clerk

Revised July 2021

MANAGEMENT RULES FOR ALLOTMENT GARDENS AT THE HAWTHORNS, PENRITH ROAD, KESWICK

INTENTIONS

The intention of the Management Rules are:

1. To provide a guideline for behaviour so that the Hawthorns Allotment site is an enjoyable, productive and sustainable source of food and recreation for its tenants, their families and friends.
2. To ensure that activities at the site do not cause distress, damage or danger to the local community or the environment.
3. To encourage activities at the site that contribute to strengthening the local community and to increasing appropriate bio-diversity.

DEFINITIONS

Unless explicitly indicated otherwise, the following abbreviations are used:

- 'The Council' : Keswick Town Council
- 'Surrounding Villages' : dwellings within approximately five miles of Keswick
- 'Garden' : a designated piece of land, in this case approximately 150 sq yards, allocated to and maintained by a tenant mainly for growing vegetables, fruit and flowers
- 'Site' : the area within the fenced boundaries at the Hawthorns which is leased to the Councils. This includes the beck and the entrance from the road.

MAIN ACTIVITY IN A GARDEN

The garden shall be cultivated wholly or mainly for the production of vegetable crops. Crops may not be sold unless all money raised is donated directly to local voluntary groups within the local community.

RENTS AND OTHER CHARGES

The Council will charge an annual rent for each garden, sufficient to cover:

- Annual costs of the lease
- Water rates and services (where applicable)

The annual rent is due on 1 November each year. The tenancy will cease immediately if the rent is not paid by that date. New tenants will be charged pro rata in the first year. The Council will review the charges annually.

ALLOCATION OF GARDENS

The Council will maintain a waiting list on a 'first come, first served' basis. Only those on the Electoral Register in Keswick and the surrounding villages will be eligible. Keswick electors who are not already allotment tenants of the Council shall have priority over electors from surrounding villages on the waiting list. An existing tenant may put their name on the waiting list for a further garden. An existing tenant will not be offered a further garden while there are people on the waiting list without one. If someone on the waiting list turns down an offer of a garden they will not lose their place on the waiting list.

The offer of a garden does not constitute a tenancy. Tenancy begins once the tenancy agreement has been signed and the Council has received the appropriate rent. If a tenancy agreement is not

signed and rent paid within 28 days of the offer being made, the offer will be withdrawn and the person's name removed from the waiting list.

HOURS OF OPERATION

The hours of operation of the allotments shall be during the hours of 6am-10pm.

TERMINATION OF TENANCY

Tenancy shall cease when either:

- The tenant notifies the Council in writing surrendering the garden;
- A tenant fails to pay the rent when due;
- The legal executor of the tenant notifies the Council in writing surrendering the garden
- The tenant breaches these Management Rules and continues with the breach after being informed of any remedial action required by the Council.

On termination of tenancy, the departing tenant must remove all of their property from the site within 28 days, after which any such property becomes the property of the Council.

Refunds, partial or whole, shall not normally be given.

VARIATION OF TENANCY

It is not uncommon for a tenant's family or friends to invest a considerable amount of time cultivating the garden. In cases where cultivation has been shared among family and friends a departing tenant or the tenant's executor may request the Council to transfer the tenancy to a family member or friend who is an established cultivator of that garden. The Council will consider each such case on its merits.

SUB LETTING

A tenant shall not sub-let their garden. A tenant must give up the tenancy of the garden if they are unable to unwilling to be the main person who cultivates the garden. On a case by case basis the Council may grant temporary exemptions from these rules on the grounds of compassion.

RELATIONSHIPS WITH OTHER GARDENERS – DISPUTES

- The problem must be discussed between the people concerned
- If a solution cannot be agreed, one or more parties must write to the Council for arbitration
- The Council may terminate one or more tenancies at the end of this procedure.

PETS AND LIVESTOCK

No pets or livestock may be kept on site. Pets must be on a lead while on site if not in the owner's garden. Pet owners should avoid letting their pets foul any part of the site, and must immediately remove any fouling from the site.

PUBLIC ACCESS

The site is not open to the public and any member of the general public found on the site without the permission of the Council will be regarded as trespassing.

WEEDS

Gardeners must ensure that any plant they allow to grow in their garden does not spread beyond their garden's boundaries, either by seed dispersal or by underground growth, to other land where it is not wanted.

MANURES AND COMPOSTS BROUGHT ONTO THE SITE

It is the gardener's responsibility to ensure that any manures or composts they bring onto the site are free from contaminants. For example, manures from intensively farmed livestock and composts made from or containing genetically modified products must not be brought onto the site.

APPEARANCE AND HYGIENE

The garden must be maintained so that pests and diseases are not able to establish themselves. Litter must not be left in the garden or anywhere on site where it is unsightly or hazardous or may get dispersed.

SHEDS AND STORAGE AREAS

Sheds are not permitted in a garden.

INCINERATORS

An incinerator may be used in the garden. Its use is restricted to burning plant material produced in the garden that is unsuitable for composting. The gardener must avoid inconvenience or danger to others when using an incinerator.

TREES AND BUSHES

Trees and bushes more than five feet in height are not permitted in a garden.

OVERSHADOWING

No plant or structure is permitted in a garden that casts a shadow onto another garden between 7am and 7pm during April through to September.

PATHWAYS

Pathways will be grassed wherever possible. In some heavily used areas it may be necessary to use other materials. The tenant will be responsible for maintaining the paths bordering his or her garden. This means that there is a joint responsibility for most paths.

SITE INFRASTRUCTURE MAINTENANCE

The Council will determine the timing and nature of general work to maintain the overall site. This includes the maintenance of all shared access areas.

WILDLIFE AREA AND ORCHARD AREA

Land within 10 meters of the beck shall not be cultivated as part of a garden. This area of the site shall be reserved as a wildlife and orchard area and shall be managed by SusKes. SusKes may hand the management of this area to the Council with one year's notice.

PROTECTING THE LOCAL COMMUNITY AND ENVIRONMENT

Each gardener is responsible for ensuring that their activities do not distress to other people or the environment.

MONITORING AND INSPECTION

The Council will monitor the site for breaches of these rules and to identify issues of site infrastructure that need attention. Where breaches of rules are concerned, officer will speak to the individuals who are in breach. Should this fail to resolve the matter, the individual will be sent a formal letter. The Council shall have the option of terminating the tenancy in such a case.

MODIFICATION OF THESE MANAGEMENT RULES

The Council may modify these rules at any time.

CLIMATE CHANGE WORKING GROUP

MINUTES OF MEETING – 1 JULY 2021

Present: Councillors Boardman, Daniels, Lansbury, Terry, Titley, Vivien Little (clerk) – Via Zoom

1. Meadowlands

It was looking promising that the grant from Cumbria County Council was going to be received for SusKes, with a value of £28,000. Some of that money would be in volunteer time. There was an element contained within the bid for trees/stakes/fencing and planting, which could help Fitz Park as part of the bid involved mending the fences close to the BMX track. There was also included budget for years 1 and 2 for maintenance.

Councillor Lansbury informed the group that she was going to finalise the form, and hopefully the work would start in September.

There was also opportunity to work with West Cumbria Rivers Trust, following on from their recent request at the Trust meeting.

2. EV Charging Points.

Cumbria County Council have approved 50 points across the county, however none of those would be in Keswick. Charge my Street were close to getting an agreement to put one at the old convention site. Searching for suitable points was looking to be one of the biggest issues.

One possibility which was raised was the use of Crosthwaite Road car park, either the car park ran by Fitz Trust, or the Football Club car park. The question of would it affect the Football Club lease came up, however it was too early to tell. There was an opportunity to ask questions of Angela from Charge my Street and look at options.

3. Balsam Bashing

Councillor Terry gave an update on the latest Balsam Bashing efforts. There are three areas where efforts are being focused on. It was done last year, but it has been bad in areas this year. If it is taken out of the top of water courses, then it will be easier and freer at Derwent Water. As always, more volunteers were desperately needed to help.

4. Transport

Transport for the North was producing a draft decarbonisation policy for the whole of the North, however Councillor Titley felt that it was missing a sense of hierarchy. The dates that are being bandied about are so far in the future that it is likely to become someone else's problem.

Councillor Lansbury has put in a request for someone from there to speak to Members at Allerdale Borough Council on the 9th July, with another session on 14th July. Any questions could be posed through her.

Councillor Daniels pointed out that the big cities are the main focus, however it was felt that while big cities had their issues, the Lake District with it's millions of visitors in big SUVs were also an issue which needed addressing.

5. Tetrapak

People from Allerdale are no longer able to drop off Tetrapak recycling at any of the recycling facilities, as Carlisle collect them in kerbside collections. The same was unlikely to happen in the near future at Allerdale as the company who does recycling at Allerdale would have to set up a new conveyor belt system, so would have a large cost attached.

There was a possibility of a local group to do a local campaign and bid into CaFS for their small grants.

Tetrapaks would be taken off the agenda for future Climate Change Working Group meetings.

6. Any Other Business

A press release would go out in regard to Balsam Bashing.

Green Small business accreditation scheme – this will likely be brought to full Council for consideration.

The next meeting of the group was scheduled for 2 September 2021.

Meeting ended at 18.49

Highways Information Asset Management System Launch Briefing for Parish Councillors 24th June 7pm

I attended the meeting on MS Teams hosted by CALC with the following speakers from Cumbria County Council:

Kevin Costgrove (Local Area Network Manager)

Nicola Wood (Communications)

Craig Barker (Digital Team)

Barry Allcock (Transformation Manager)

CCC have devised a new system for anyone to raise new 'highways system'. The soft launch will be on Tuesday 29th June with further promotion late summer.

CCC have adopted a 'one front door approach' and is easier to use and sends regular updates to users on the progress of the work. Some of the messages are automated/standard but the newly created Highways Engagement Team can update and change these to prevent users getting meaningless messages like they currently do.

Multiple people can raise the same issue – they are recorded as one issue where multiple people get the updates. If you were to report a issue when you go to the map you can see if it has already been raised and simply add your information/details to it.

If anyone uses it then please give feedback to 'askkevin@cumbria.gov.uk'.

They are continuing to work on 'my account' so that KTC office can see all the issues that they have raised on one screen. This is due to be launched end of July and you will see all issues you have listed (currently you have to go into each individual email and 'track my details').

We had a demo – the screens are very user friendly. When raising an issue you can use a postcode, map or what three words. It's very interactive and if you log the issue on your mobile phone the location will automatically be found.

When you raise an issue which is not one for Cumbria (e.g. dog fouling or litter) the system will point the user to Allerdale Site (currently this goes to main Allerdale Site rather than specific – but they hope to correct this).

Existing issues are going to be moved to the new system.

The Hotline Phone number for Highways is still available if you prefer to speak to someone rather than log the issue online.