

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

1st July 2021

The meeting of the Charitable Trusts listed below to be held via the Zoom app on **Thursday 8th July 2021 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, the link as set out below.

Join Zoom Meeting

<https://us02web.zoom.us/j/83925397277?pwd=UGhOc3ZlYUNFMWh5NHdtdFdtMjhCdz09>

Meeting ID: 839 2539 7277

Passcode: 148614

Find your local number: <https://us02web.zoom.us/j/83925397277?pwd=UGhOc3ZlYUNFMWh5NHdtdFdtMjhCdz09>

Yours sincerely



Vivien Little
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 27th May 2021 (pages1-4) (enclosed).
- 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. Parks Manager's Report**
To receive the report of the Parks Manager for July 2020.
- 6. Clerk's Report**
To receive the Clerk's report.

7. Charity Donations Acceptance

To receive a report from Councillor Boardman to investigate options for setting up handheld card units for charity events.

8. Mayor's Fund Raising Plans

To receive a report from the Mayor of Keswick regarding his plans to raise funds for Fitz Park.

9. Requests for use of Keswick Parks

- i) Yoga Classess –1 -2 classes per week in the Fitz Park for no more than 10 people at a time.
- ii) Great North Air Ambulance – Request to use Hope Park during the summer as a site for a fund raising initiative – Councillor Harwood to present the request.
- iii) Keswick Athletics Club – request for various uses of Fitz Park.
- iv) Keswick Mountain Festival – request for signage to be erected on Hope Park fence.
- v) Keswick Cricket Club – request to use an area of Fitz Park as a car park on 2 occasions – 18 July 2021 and a date in Summer 2022.
- vi) RSPB – Request to set up a stall close to Café Hope to fund raise in Hope Park on the weekend of 14-15 August 2021.

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. Contracting - Funds

To receive an update from the Responsible Financial Officer.

11. Legal – Hospital Field

To receive an update from the Clerk.

To: All Councillors/Trustees
Press

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held using the Zoom app on Thursday 27th May 2021 at 7.30 pm.

Present:

Chairman
Councillor Duncan Miller

	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 Vivien Little (Trust Clerk), Christine Fawcett (Parks Manager), Catherine Parker (Responsible Financial Officer), and one member of the public.

1. Election of Chairman

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

2. Apologies

Apologies for absence were received from Councillor Adam Paxon.

3. Election of Vice Chairman

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

4. Minutes

Councillor Boardman stated that the formation of the Future Funding Working Group be set up comprising Councillors Boardman, Campbell-Savours, Harwood and Lywood to look at future funding opportunities for Fitz Park was omitted from the minutes of the meeting on 11 March, and should be added in.

RESOLVED that the Chairman be authorised to sign as a correct record, with the addition of the above amendment, the minutes of the meeting held on 11th March 2021 (pages 14-15).

5. Declarations of Interests

Councillor Harwood gave an interest with regard to item 18 on the agenda in that he was a member of Keswick Athletics Club.

Councillor Titley gave an interest with regard to item 18 on the agenda in that he was a member of Keswick Athletics Club.

6. Chairman's Report

The Chairman thanked Trustees for the vote of confidence, and thanked Councillor Paxon for his time in the chair. He also thanked all staff for their hard work and dedication. He stated that he would like to introduce awareness afternoons or evenings for the Trustees in order to meet the parks staff and to be able to keep Trustees informed of the work going on in the parks.

RECEIVED the Chairman's Report.

7. West Cumbria River's Trust

Jodie Mills, from West Cumbria Rivers Trust gave an update to Trustees on potential plans for education events and activities in the Townsfield and Fitz Park. This included a potential

wildlife club, to meeting once a month all year round and a forest schools program 4 to 5 times during the summer.

Councillor Boardman explained that last month the Trust had applied for funding from Cumbria County Council in order to do a nature trail walk in Hope Park, towards the caravan site entrance, which the Rivers Trust could be involved in.

RECEIVED the request to use the parks be agreed in principle, to progress gently and to work with the Parks Manager.

8. **Keswick Museum**

Eilidh Young, Museum Manager and Claire Poulter, Chair of Trustees, gave an update on Museum Plans, and to seek permission for community engagement projects to be placed in Fitz Park. This included a Fox & Badger Trail for young children and an outdoor gallery for all. It was suggested that the Keswick Museum and West Cumbria Rivers Trust could work together for joint funding.

RESOLVED that the request to use Fitz Park as in the report was agreed, with a request to look at future ways of working together at a later date.

9. **Parks Manager's Report**

Consideration was given to the Parks Manager's report. She stated that some trees had been deadwooded, with future works planned for September, following the summer tree inspection. Waste collections were at high levels due to the amount of visitors to the parks. Thanks were given once again to Dr Leonard Will for his donation of the sundial which was now in place, and also Pete Sibley for the donation of the tree carving of the owls in Fitz Park.

RESOLVED that

- i) a meeting be arranged for the end of the season between Hope Park Leisure and a small working group to ensure that agreements were working as expected; and
- ii) small signs be produced encouraging the public to take litter home on a trial basis.
- iii) the quotation be accepted and the fence from the BMX to the road be replaced this summer.

10. **Disposable Barbeques**

Consideration was given to a motion from Councillor Lansbury to ban disposal barbeques on Trust owned land.

RESOLVED that the Trustees agreed that disposable barbeques should be prohibited from use on Keswick Parks land, while continuing to campaign for stronger measures with other groups.

11. **Budget Comparisons**

RECEIVED for information the budget comparisons for the fourth quarter.

Councillor Campbell-Savours left after this item.

12. **Assets Register**

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

13. **Review of Hire Charges**

RESOLVED that the following fees be charged from 1 June 2021:

- i) That the use of Fitz Park and Hope Park daily rate be increased to £550 per day + VAT (with a charge of £125 + VAT applying for set up/take down days) OR £1 + VAT per competitor, whichever is greater; and
- ii) Car Parking Permits for Crosthwaite Road increase to £110 per annum, or £11 per month; and
- iii) That the light token fees for the sports area be kept as low as possible and the Parks Manager look at the actual costs and report back to the July meeting.

14. **Requests for use of the Parks**

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

- i) Theatre by the Lake – Liz Stephenson from the Theatre gave a presentation to Trustees with an aim to work in partnership with the parks, with the idea of starting small this year, with a summer camp in either week commencing 16th August or 23rd August in Hope Park, to make a play in a week. Members were generally supportive as long as other users to Hope Park were kept in mind, especially Hope Park Leisure.
RESOLVED that permission be agreed in principal but more information would need to be provided to the Trust.
- ii) Cumbria NHS Wellbeing Service – Wellbeing Bunting (as previously agreed and enclosed in Park Manager's report).
RESOLVED that the Wellbeing Bunting be allowed to be put up for the timescales within the report.
- iii) Happy to Chat bench
RESOLVED that the Trustees donate a 'Happy to Chat' bench to the NHS, to be placed along the river bank in Fitz Park, to be funded from the Fitz Park Memorial Fund.
- iv) British Orienteering – request for permission to use Hope Park as part of a Junior Selection Race on Friday 4th June 5pm – 8pm.
RESOLVED that the permission granted to use Hope Park be ratified.
- v) The Events Committee would like to request the use of Fitz Park on 5 September 2021 for the delayed Midsummer Prom from 10am-9.30pm, and request that the MUGA be closed for the duration.
RESOLVED that the request be granted on the same terms as previous years.
- vi) Keswick Mountain Festival – request the use of Crosthwaite Road Car Park from Thursday 8 September to Sunday 12 September for Campervan Parking.
RESOLVED that the request to use Crosthwaite Road Car Park for Campervan parking be refused.
- vii) Rachel Gerrard – request access to Lower Fitz Park to carry out work on Makers Mill with the EA permit in place.
RESOLVED that the request be granted subject to a bond payment of £1000 being made to the Trust prior to commencement of works (to be returned on completion once the Parks Manager has inspected the park and confirmed no damage has been caused). A further condition is that running boards be put in place for use with all tracked vehicles.
- viii) RDF Television – request to film in either Hope Park or Fitz Park, along with the use of a drone.
RESOLVED that the request be granted, with restrictions on drone flights over the children's play area in Fitz Park.

**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.'

15. Deed of Easement – Upper Fitz Park

Consideration was given to the report from the Clerk.

RESOLVED that the Chairman and Vice-Chairman of the Trust sign the Deed of Easement when necessary. Further **RESOLVED** that it be reiterated to all parties that the Trust would not be held responsible for any costs pertaining to the dead or associated reports.

16. Future Fund Raising Options for Fitz Park

Consideration was given to the report of Councillors Harwood, Boardman and Campbell-Savours.

RESOLVED that items 1 and 2 on the list of the suggestions be agreed, and that the work of the Group continue including the production of a business plan and who would accommodate it.

17. Hospital Field

An update was received from the Clerk.

RESOLVED that Councillor Titley be appointed Chair of the Working Group, with a further update to be given at the next Trust meeting.

18. Clerk's Report

RECEIVED the report of the Clerk.

RESOLVED that if Covid restrictions continue, the proposed event be postponed to a later date.

The meeting closed at 10.00 pm.

Chairman

Date

Parks Manager Report July 2021

Christine Fawcett

The weather over the last two months has been cold and then warm, sunny and the odd wet day providing us with some welcome rain. Plants are now growing and catching up after being 2/3 weeks behind on previous years. The dry conditions of April 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 and support.

Hope Park

The summer bedding has all been planted out and is growing nicely to provide a colourful display.



Planting includes begonias, geraniums, canna and cineraria. Four planters have been replaced in Lady Hopes Garden with recycled plastic planters as the old wooden ones were rotten. All eight planters have now been renewed over the last three years. Half term week was very busy within both parks and trade waste collections have had to be increased to accommodate the volume of litter. Hope Park waste has being collected twice per week since the beginning of June, 8 weeks earlier than normal.



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 with all the play it is experiencing and all of the putting greens have been treated with wetting agent and liquid iron.

An application of summer fertilizer has been applied in May and a

further application will be given in July to withstand the footfall and aid recovery. The fairway by the seventh green has been verti-knifed to improve drainage and ground conditions are allowing this area to be cut on a weekly basis. The wildflowers in the woodland have been providing a lovely display and include pink campion and creeping buttercup.



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

The grass verges on Lake Road have been cut back by Cumbria County Council and has improved visibility. Two areas of wild flower have been sown and are coming along nicely to provide another heaven for Bees and Butterflies.



Townsfeld

The grass is now been cut twice per month and monitored on a regular basis.

War Memorial

Quotes are being sourced for the replacement of the top edging stones as some have become broken. However, this work will not take place until the Autumn after the summer bedding has been removed and traffic is reduced.

Lower Fitz Park

The car park has been sprayed for weeds using Kuaton Gold and is busy with users.

The play area is as busy as ever and has had replacement parts fitted including a new wooden support beam to the flat seat swings. The football club have overseeded the junior football pitches and we will be verti knifing them once the new grass seed has become established.

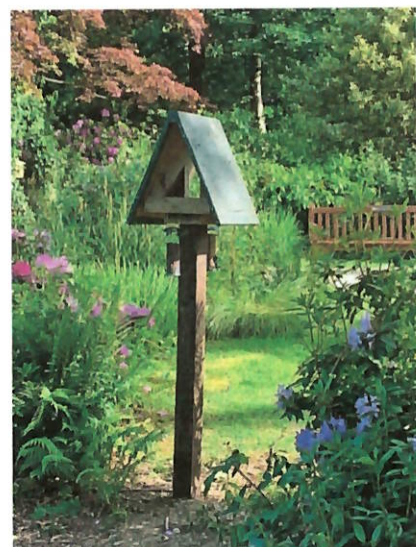


Upper Fitz Park

Public games are now in operation and open during school holidays and weekends. The tennis club is using the courts for both club matches and junior training sessions and play on the grass courts is popular. Summer feed has been applied and verti-cutting is being done to remove thatch.



The croquet club are also in full swing and using the public bowling green twice a week for their matches.



A new bird table has been made from recycled wood and installed in the park near the compost bays. The bird seed is being kindly donated by a local resident and has been popular with blue tits and hedge sparrows. Polyanthus plants have been transferred from the winter bedding beds and replanted in various places in the park for naturalizing amongst the shrubs and provide early flower interest.

KESWICK PARKS CHARITABLE TRUSTS

8 July 2021

CLERK'S REPORT

Deed of Easement

As of writing this report, the Land Registry deeds have come through to Keswick Town Council, so the Deed of Easement can now progress.

QR codes

Following on from email conversations between the Trustees, I am asking Trustees to ratify the decision to use Just Giving in order to raise funds for both Fitz and Hope Parks. Our Just Giving account is in the process of being set up at the moment, and QR codes will be in place as soon as possible.

Golf Ball Incident – Hope Park

We recently had a complaint about golf balls which had landed in the garden of one of the guest houses on The Heads. Councillor Miller, as Chairman of the Trust, went to talk to the owners of the guest house to reassure them that it was something that had been looked at in detail before, but the Trust had done all they could. He went with the Parks Manager to look at the offending tee and see if anything further could be done. The guest house owners have put in a request that Trustees consider either raising the height of the netting next to The Heads, or putting on an extension to the netting, similar to cricket nets in order to try to stop golf balls being hit into gardens.

Leases

Update to follow.

Vivien Little

1 July 2021

Charity Donations Acceptance.

I have looked at numerous companies. To have a handheld card unit there are two options:

- a) A cheap handset (from £16) that links to a personal mobile phone and uses that to connect through to the internet to process each transaction (e.g. iZettle, Paypal)
- b) A more expensive handset which includes a built in SIM

As we will be using this for the Fitz Park Charity I would recommend we only look at units which have everything built in for simplicity. That way the unit can be stored in the Office and then leant out to Councillors for events such as Alan's Charity Walk, Proms in the Park, Scruffs etc.

The next decision relates to whether we can get a machine for charities (so we can gift aid) or one of the cheaper ones aimed at Businesses. Each has its own set of advantages in terms of simplicity/speed to set up.

OPTION ONE: Sum up (www.sumup.com)

£119 to include SIM card. 1.69% fee. No Monthly Contract.

The Solo machine is able to connect to the internet with its built-in SIM card with unlimited data or via a Wi-Fi network.

OPTION TWO: Good Box (www.goodbox.com)

This is what St Johns use (you may have seen them at the back of their Church). Their units have a SIM built in but also accept payments offline so no need to worry if there is no mobile connection.

There is a 'joining fee' of £50 plus £125* to buy the basic machine and a monthly fee of £10 for a min of 12 months and then transactions are 2.5% plus 10p.

*The machine can be leased but for comparison I wanted to show the purchase price. We may want to pay an extra £15 to get a spare battery so that we can swap them over during the day.

However, as we are a Charity we can claim gift aid via the GADGS scheme, where we don't need a Gift Aid Declaration form completing for transactions under £30 (<https://www.gov.uk/claim-gift-aid/small-donations-scheme>) providing we have claimed Gift Aid in the previous 12 months.

NB: Alan Dunn is donating £214 to Fitz Park Charity as part of his Mayoral Allowance. This donation will cover the costs involved in the card reader ensuring that even if no one pays by card then the Trust will not 'lose out'.

After the investigation I would recommend **OPTION TWO** where we buy the machine and enter into the 12 month contract. Then review before extending any contracts.

Fundraising Plans

The Keswick Parks Finances were badly hit by the recent Coronavirus pandemic by as much as £85,000.

During my year as Mayor I intend to undertake a number of Fundraising Challenges in order to raise funds specifically for Fitz Park as Hope Park finances should get back on an even keel this coming year.

Without going in to specific detail at this point I would just like to tell you of what I have in mind at this stage.

1 A Walk in the Park – a 24 hour walk round Fitz Park- 14th August 6pm

2 A walk up Great End. My Final Wainwright. Date to be arranged (I have 13 more to do before I can set a date but aiming for a Sunday in September / October.

3 A Tandem Paragliding Flight with Josh Sanderson probably Spring 2022

4 A Wainwright Tattoo courtesy of Dark Passions. January.

5 A Special Beer produced by Keswick Brewery with a small amount perhaps 5p per pint going to the Parks.

The JustGiving Pages are vital to assist in receiving funds for these different Events and with the handheld devices suggested by Alexandra we have the potential to raise substantial amounts at relatively low costs and no contracts.

I would like to ask for yours and the Trustees help support for these efforts and in particular number 5 which I hope you will be able to assist with.

Town Clerk

From:
Sent: 28 June 2021 11:18
To: Town Clerk; Catherine Parker; Parks Manager
Subject: Events in Fitz Park

Hi Vivien, Catherine and Christine,

On behalf of Keswick Athletic Club I set out below our forthcoming events which we hope to be able to stage from Fitz Park this year in accordance with any current guidance on Covid restrictions which may apply.

Sunday 4 July – this weekend – Annual Skiddaw Race. I understand the race organiser, John Beetham, had previously informed you about this. The race start times have been changed from what was originally planned. The Ladies race will start at 10.25 am and the Men's Race at 10.30 am using the Cricket Pavilion as the base.

Wednesday 18 August – Annual Round Latrigg Race starting from the pavilion at 7.00pm

In November/December we hope to be able to restart the Cumbria League Cross Country Races in the Park for Juniors and Seniors – dates to be confirmed.

Saturday 8 January 2022 – we have been asked to stage the County Cross Country Championship Races for Juniors and Seniors.

I will keep you informed of any changes as they arise.
Regards

Sent from [Mail](#) for Windows 10

Catherine Parker

From: Richard Pearson <rwpearson@btinternet.com>
Sent: 31 May 2021 14:29
To: Catherine Parker
Subject: Land Rover signage spots
Attachments: LR brand board - Hope Park fencing.jpg; LR brand board - Rugby Club 2.jpg; LR brand board - Rugby Club 1.jpg; LR brand board - Rugby Club 3 - flats fencing.jpg

Hi Catherine

Sorry to bother you again, planning for the Festival is starting to pick up a pace now.

We have managed to secure a key Festival partner in Land Rover and have been discussing a number of sponsor activation points across the Event. We would like to put up a few large, branded signs (20ft x 3ft) in Festival locations and I have attached photos of possible locations for the signs:

1. Hope Park fence - is this something we need to seek formal Town Council approval for?
2. Rugby Club 1 – I have asked the Rugby Club if this Caravan Site or Rugby Club land
3. Rugby Club 2 – this is on rugby club land
4. Rugby Club 3 - this is the fencing opposite the entrance/exit to the rugby club parking but is on the fence which looks like it belongs to the flats, am I correct?

These are temporary signs and would go up on 09:00 Thursday 9 September and come down 21:00 Sunday 12 September.

Please could you advise if we need to seek formal approval through the KTC for all of any of these sites?

I was also wondering if you have had an outcome from last weeks KTC meeting on the hire of the Corsthwaite Road car park for a festival Camper Van site?

Many thanks Catherine

Best wishes

Richard

Richard Pearson
07935259001

1. Hope Park fence – FOR TRUST APPROVAL



2. Rugby Club 1 – FOR INFORMATION



3. Rugby Club 2 – FOR INFORMATION



4. Rugby Club 3 – FOR INFORMATION



To the trustees of Fitz Park, Keswick

From: Keith Richardson: Grounds man and Publicity Officer, Keswick CC.

An application made on behalf of Keswick Cricket Club.

Keswick Cricket Club has a great opportunity to stage a one-day county cricket match at the award winning Fitz Park ground.

The match, in the National Counties Knockout Trophy competition, would be held on a date still to be determined in the summer of 2022 – specific dates of fixtures and the identity of opponents will not be arranged until the early stages of that year.

Cumbria County Cricket Club has sounded out the Keswick club about the possibility of hosting such a game in view of the location and, more specifically, the quality of the wickets we now produce, our organizational ability and the attractive nature of the ground and surrounding scenery.

There is arguably no better place for a representative match featuring the best players in the county and their counterparts from another part of the UK. Fitz Park is, after all, officially the ‘Loveliest Cricket Ground in the UK’ having won a national competition run by Wisden Monthly cricket magazine.

The game would be a considerable feather in the cap not only of the club and the park, but also the town in staging a full-blown, senior county match.

County games now attract a large following and our county team is proving to be very successful. However, organisers have asked if we would be allowed to have parking on the ground, given the large following the game will attract and the now difficult prospect of finding sufficient parking space in and around Keswick.

As you are aware the cricket club is happy to operate under strict rules concerning the access of vehicles to Fitz Park and has done so for many years. In fact, it is fair to say that we have ‘policed’ this situation throughout and insisted on compliance. We fully appreciate the need for safety – especially in view of the close proximity of a play area to the road leading to the pavilion. We recognise that cars and a public park are not a good mix on a regular basis and that there needs to be controls in place.

Taking all this into account we would like to apply for special permission to allow up to as many as 50 vehicles (cars) to enter the park for this special occasion next summer and can give every assurance that we would steward the situation. It would be our proposal that the cars are all parked in one particular area, the land to the right of hardcore play area immediately after you enter the park. We would marshal that area throughout the day, from arrival to departure,

and ensure that only cricket followers would be allowed to use the cordoned off space and not be permitted to stray onto other parts of the park.

It would be our hope in the longer term that Keswick CC will, from the summer of 2022, be able to stage one such event each summer and we would hope that the trustees would back our ambitious plans in this regard.

The club is keen to facilitate the county fixture and is in little doubt that it will be a great attraction for the town, and one that we would be keen to promote.

I would be happy to provide any further information the trustees might require and answer any questions they may have in relation to this application.

Yours sincerely
Keith Richardson

FOOTNOTE: On July 18 this year the club is staging a special match between a Sri Lankan representative team and a team of county players – this being a benefit game arranged specifically for our club professional, Geeth Kumara who has been at the club for 10 years. We appreciate this is short notice but perhaps the trustees would permit us to use this occasion as a trial run so that we can demonstrate how parking in the park can be governed for a once a year occasion.