

**FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS**

**Council Offices  
50 Main Street  
Keswick  
CA12 5JS**

Email: [townclerk@keswicktowncouncil.gov.uk](mailto:townclerk@keswicktowncouncil.gov.uk)

4<sup>th</sup> March 2022

A meeting of the Charitable Trusts listed below to be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Thursday 10<sup>th</sup> March 2022 at 7.00 pm.**

Yours sincerely



Vivien Little  
Town Clerk

**HOPE PARK  
FITZ PARK  
TOWN FIELD**

**Registered Charity 503465  
Registered Charity 520327  
Registered Charity 520295**

**AGENDA**

- 1. Apologies**  
To receive apologies for absence.
- 2. Minutes**  
To authorise the Chairman to sign as a correct record the minutes of the meeting held on 3<sup>rd</sup> February 2022 (pages 13-15).
- 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.
- 6. Tree Management in Fitz Park**  
To receive the report of the Parks Manager.
- 7. Trust Clerk's Report**  
To receive the report of the Trust Clerk.
- 8. All-weather pitch**  
To receive the report of the Trust Clerk.
- 9. Request for use of the Parks**
  - i) To consider a request from Keswick Town Council for the use of the Fitz Park for Pop & Proms 5<sup>th</sup> June 2022 (provisional) and Scruffs Show 26<sup>th</sup> June 2022
  - ii) To ratify a request to use a drone in Fitz Park and Hope Park on Friday 25 February 2022.

- iii) To consider a request by RSPB to use Fitz Park on 12<sup>th</sup> March 2022, and Hope Park on 13<sup>th</sup> March 2022.
- iv) To consider a request to book Lower Fitz Park or Crosthwaite Road Car Park on Saturday 17 September 2022.
- v) To consider a request from Keswick Athletics Club to hold a number of events from the Cricket Pavilion this year.
- vi) To consider a request from Keswick Athletics Club to use Hope Park for the Keswick Round the Houses Race on 27 April 2022.

**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. Contract – Crosthwaite Road Car Park**  
To consider the Responsible Financial Officer’s report.
- 11. Hope Park Leisure**  
To consider the Responsible Financial Officer’s report.
- 12. Leases**  
To consider the Clerk’s report.
- 13. Legal – Hospital Field**  
To consider the Clerk’s report.

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 at Crosthwaite Parish Rooms, Keswick, CA12 5NN on **Thursday 3 February 2022 at 7.00 pm.**

Present:

Chairman  
Councillor Duncan Miller

Councillors		
David Burn	Allan Daniels	Alan Dunn
Markus Campbell - Savours	Steve Harwood	Peter Terry
Adam Paxon		

Also in attendance were Vivien Little (Trust Clerk), Christine Fawcett (Parks Manager) and one member of the public.

The meeting began with a minute's silence following the death of Elizabeth Barraclough, a previous Trust Chairman.

**57. Apologies**

Apologies for absence were received from Councillors Lansbury, Lywood and Titley

**58. Declarations of Interests**

Councillor Harwood gave a personal explanation with regard to agenda item 12. He had been asked to draft updated plans, but had received no financial compensation with regard to this. He intended to remain in the room and vote on this item.

Councillor Harwood also gave a personal explanation with regard to agenda item 15 as he was a member of Keswick Athletics club. He intended to remain in the room and vote on this item.

**59. Minutes**

The Chairman was authorised to sign as a correct record the minutes of the meeting held on 11<sup>th</sup> November 2021 (pages 10-12).

**60. Chairman's Report**

Councillor Miller thanked Councillor Paxon for chairing the meeting in November. He also thanked Alexandra Boardman for her service as a Trustee, and especially for her work with the Woodland Walk project.

RECEIVED the Chairman's report.

**61. Parks Manager's Report**

RECEIVED the report of the Parks Manager.

RESOLVED that

- i) a query be made of Capita requesting their methodology for tree reports; and
- ii) a maximum of four more disclaimer signs be put up at Hope Park.

**62. Clerk's Report**

RECEIVED the report of the Clerk.

RESOLVED that the Environment Working Group begin to look at work on the parks, including a Carbon Footprint exercise.

**63. Hope Park & Fitz Park Budgets – 3<sup>rd</sup> quarter 2021-22**

RECEIVED for information the 3<sup>rd</sup> quarter budget comparisons.

**64. Trust Funds Movement**

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

**RESOLVED** that the Trust Fund movements be agreed.

**65. Trees in Fitz Park**

**RECEIVED** the report of the Clerk.

**RESOLVED** that the leaning oak tree nearest the Cricket Club be removed, with 3 oaks planted in its place.

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

Consideration was given to the following:

- (i) RSPB – To ratify a request to have space for a stall at Hope Park on 23<sup>rd</sup> January 2022 and Fitz Park on 29<sup>th</sup> January 2022.
- (ii) Lakeland Trails Event – To consider a request to use Fitz Park on Sunday 4 September – a small scale trial event geared towards children and families.
- (iii) KAOS – To consider a request to put a banner on the railings at Hope Park from early April – 8 May 2022
- (iv) Councillor Dunn – To consider a request to allow Gary McKee to run a marathon in Lower Fitz Park on Saturday 16 April 2022.

**RESOLVED** that all of the above requests be agreed.

**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.'*

**67. Crosthwaite Road Car Park**

**RECEIVED** the report of the Chairman.

**RESOLVED** that as of 1<sup>st</sup> April 2022:

- i) The cost of parking at Crosthwaite Road Car Park be increased to £4 per day for cars, and £8 for campervans and caravans;
- ii) That the price of annual and monthly permits for Crosthwaite Road Car Park remain the same; and
- iii) That Cumbria Parking Services be contacted regarding placing a banner to emphasise that the funds from the car park go towards the cost of maintaining Fitz Park.

**68. Contracting – Hope Park Café**

**RECEIVED** the report of the Clerk.

**RESOLVED** that the plans be agreed, with the proviso that design details are brought back to the Trust to agree.

**69. Contracting – Games at Fitz Park 2022**

**RECEIVED** the report of the Clerk.

**RESOLVED** that a working group (consisting of Councillors Miller, Paxon, Terry and Harwood) be given delegated authority to finalise the wording.

**70. Legal – Hospital Field**

**RECEIVED** an update from Councillor Titley.

**RESOLVED** that this item be deferred to the next Trust meeting.

**71. Legal – Renewal of Leases**

**RECEIVED** the report of the Clerk.

**RESOLVED** that the lease be agreed.

**72. Clerk's Report**

**RECEIVED** the report of the Clerk.

**RESOLVED** that recruitment can commence for the vacant post.

The meeting closed at 8.50 pm.

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Chairman

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Date

**Parks Manager Report March 2022**

**Christine Fawcett**

The last two months have again been busy with the parks staff working hard. The weather has been relatively dry in January and allowed us to carry out some hard landscaping projects without damaging grassed areas. Thanks, must go to the parks staff for their ongoing efforts and the enthusiasm of the three ladies within the office of Keswick Town Council.

**Hope Park**



Back in 2019 we began widening and improving the footpath through the woodland area. Thanks to the grant we received from Cumbria County Council we have now completed that widening process. A new bridge has been



installed, recycled plastic edging boards have used to retain the path edges and the stream has cleaned out.

120 tonnes of stone have been put into the footpath to raise the height of the path in places and additional drainage has been added to help with surface water. A top up of fine gravel will be added later in the year once the footpath has had time to compact with footfall. Access for walkers and wheel chair users is a lot better and one gate

on Crow park road will be replaced with bollards. This is to improve access for wheel chair users.



Three lecture board signs are in the process of being designed and will be installed later in the year. These signs will be situated at Crow park road, Near Hope Park café and the bird hide. Information on these signs will relate to the woodland, its flora and fauna, wildlife and include our QR codes.

Visitor numbers have fallen due to the time of year which

has given us the opportunity to finish off cutting back the hedge on Heads Road, as there are less cars parked close to the hedge.

Pin kerbs have been laid along the footpath beside the workshop building. This has given the footpath a distinct edge and improved the appearance of the area.

The pitch & putt has responded well to the autumn maintenance and the grass sward looks good and healthy for the time of year. All of the greens have been pro cored in January to allow air into the roots and



elevate some of the compaction from the high visitor numbers we have had last year.

Another stretch of footpath has been resurfaced with tarmac from the old workshop to the Fairtrade border and the kerb stones reset.



Thanks again to the donations from Max's statue, this has allowed the parks budget to go further and improve the worn footpaths.

The tree that had blown over on Lake Road Green was reported to Cumbria highways and has since been removed by them.

The crazy golf area is being repainted as the weather allows.



After the successfully Trustee walk in Fitz Park last year, the Trust chairmen felt we should also carry out a site visit to Hope Park. This has been arranged for Wednesday 16<sup>th</sup> March at 16.30, starting from the workshop.

### Lower Fitz Park

One load of bark hardwood chippings has been supplied in the play area and this has levelled in the worn areas of the playing surface. The entrance gate closest to the cricket square has been paved to improve access and prevent standing water.

Crosthwaite road car park has now been resurfaced with gravel as agreed at the November trust meeting.



The gravel ramp leading onto Archery field behind the Cricket pavilion has been extended with more gravel. This area has often been wet and muddy after heavy rain and it is hoped this will improve the access not only to the public but also the Athletics club when using the area for cross country events.

## Upper Fitz Park

The new wooden fence in front of the bowling green has been completed and the shrub border mulched.

The bowling green and tennis courts will be cut once the weather improves and ground conditions allow. The over-seeding of these areas has been a success and new growth is clear to see and will be more apparent once spring arrives. An application of lawn sand will be applied to help to reduce the moss in the grass sward.



A new edge has been constructed from sleepers and paving slabs around the weeping sequoia tree. This is to prevent bark mulch creeping onto the path and help with erosion.

Pin kerbs have been installed on the two shrub borders opposite the above bed again to improve the footpath edge. The old wooden edging has been dug out and removed. This wooden edging was badly damaged after the flooding of 2015 when large machinery was used to clear debris.

The two-cast iron circular seat on the opposite sides of the private bowling green have been repaired on numerous occasions and are now at the stage of needing replacing. Would the trustees consider replacing the benches with 6 new recycled slope style benches and using the contingency budget of this financial year to pay for them. The cost would be £1,900.00 and there is £2,500.00 in the contingency budget.





### **Tree Management in Lower Fitz Park**

As you are aware we have a large cluster of mature oak trees behind the Cricket Pavilion running towards the Hogg House in Lower Fitz Park.

These trees are mature and some have received storm damage over a number of years. We have been actively removing hung up branches along with dead, diseased and damaged branches as recommended in recent tree reports. Another section of this process was completed in December 2021 and with the size of these trees it is a very time-consuming process but beneficial.

There is a small cluster of five trees near the Hogg House however that need more attention. They have been badly storm damaged in the past twenty years or so and show little new growth.



I feel to future proof the woodland areas we have in our parks; we need to remove these five trees and replant with several new native oak trees. This will start to regenerate this particular area of trees and protect the wildlife within them.

According to the woodland trust oak trees support more life than any other UK native tree and I would recommend if these trees are removed we replant several *Quercus robur* to protect this area.

**Christine Fawcett**  
**Parks Manager**  
**March 2022**

KESWICK PARKS CHARITABLE TRUST  
10 MARCH 2022

CLERK'S REPORT

Fitz Park Games

Following the Trust meeting on the 3 February 2022, a meeting took place between myself, the Responsible Financial Officer, and Councillors Harwood, Miller, Paxon and Terry to look at improving the information in the tender document for the business opportunity at Fitz Games. This has now been advertised, and the closing date for tenders to be submitted is at noon on Friday 11 March 2022.

Gardener

The vacant gardener's position has been advertised and the closing date for applications is Friday 18 March 2022. It has been advertised in the Keswick Reminder, the Cumberland News/News and Star, CALC and the Job Centre.

Goodbox

Since we obtained our Goodbox device in July last year, we have not used it, and we are paying £12 per month for the contract for it. When we ordered the Goodbox, Just Giving had not been set up, but it has since been put in place, and we have been receiving a slow but steady stream of income into the Just Giving account. Gift Aid is also now set up for it, so we get that extra funding source.

I am recommending that at the end of the twelve month contract period, that our contract with Goodbox be terminated, and we focus on raising money through Just Giving. We can print off extra QR codes to place around Fitz Park as needed for any event.

Vivien Little  
1 March 2022

KESWICK PARKS CHARITABLE TRUSTS

10 MARCH 2022

All-weather pitch

At the Trust meeting of the 3 February 2022, a representative of Keswick Football Club approached the Trust and ask them to consider whether permission could be given by the Trustees to install an all-weather pitch in Fitz Park. We are all aware of the issues that was caused by an event earlier this year, which have been already addressed by the Athletics Club in consultation with the Parks Manager.

The area which the Football Club have suggested for the all-weather pitch is to place it where the Multi-Use Games Area is, which would mean replacing the current area, and extending it to bring it up to a larger size. The current size of the MUGA is approximately 46m x 36m. An average full-size pitch would be 100m x 60m on average, much larger than the current footprint of the MUGA. I have clarified with the Football Club the size that they are seeking and it is 45m wide x 73m long – this would make it 24m close to the river, and 7m closer to the cricket club from the current existing MUGA layout.

There are a number of things to take into consideration. Firstly an extension of the size of the MUGA will move it closer to both the river and the Cricket Club – the extension would take it close to the Cricket Club boundary. This has implications for any future flooding of Fitz Park, though this would be the case no matter where it is situated.

It would also mean the loss of the current MUGA. As you are aware, this was paid for using grant money from Sport England, on the basis that it was free and open for everyone to use freely. There would have to be an assurance that free access for the wider community would still be available and it would not be installed solely for the use of Keswick Football Club.

There is the maintenance of the pitch to bear in mind. An all-weather pitch requires regular brushing and other maintenance to keep it in good condition, so consideration must be given to whether Fitz Park staff would undertake that (and the impact on their already heavy workload), or would we ask Keswick Football Club to undertake the majority of maintenance. This is something which Keswick Football Club are aware of.

The flood lights that are already in place would have to be moved, moving them close to the residents on the far side of the river. Planning permission would have to be sought for this along with the extension to the MUGA.

One final thing to consider is that the Keswick Rugby Club may well also be seeking to install an all-weather pitch. It is unlikely a town the size of Keswick would be able to support obtaining the significant funding needed for two all-weather pitches. It may be more prudent to consider working with both clubs to find a way forward.

Trustees are asked to consider whether they wish to pursue installing an all-weather pitch in Fitz Park, either replacing the current MUGA, or to seek another location. If they were inclined to pursue this for Fitz Park, Trustees would work closely with Keswick Football Club as they have offered to pursue grants for this from the FA should it proceed.

Vivien Little

23 February 2022

**Town Clerk**

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**From:** Ania Mlynczak  
**Sent:** 02 March 2022 11:19  
**To:** Town Clerk  
**Subject:** FW: Booking Enquiry 17th September 2022

Hi Vivien

Please see the following request

Ania

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**From:** Glorious Gravel <[redacted]>  
**Sent:** 02 March 2022 10:57  
**To:** Ania Mlynczak <office@keswicktowncouncil.gov.uk>  
**Cc:**  
**Subject:** Booking Enquiry 17th September 2022

Good morning, Ania.

I have copied my colleague Freddie into this email as he works alongside me on the Northern Events.

Following our conversation, I'm looking to book Lower Fitz Park or Crosthwaite Rd Car Park and the adjacent field for a non-competitive cycling sportive on the 17th of September.

We are anticipating approximately 200 riders attending and would be bringing toilets on site as required, we would also have a 3<sup>rd</sup> party food vendor on site at the start and finish of the event.

Timings are from 7.00am till approximately 6.00 pm.

Could you please confirm availability and costs.

Many thanks

Glorious Cycling Ltd

<https://gloriousgravel.com/>



**Town Clerk**

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**From:** [redacted]  
**Sent:** 28 February 2022 18:53  
**To:** Town Clerk  
**Subject:** Keswick Athletic Club Races using Cricket Pavilion in Fitz Park 2022

Hi Vivien

With reference to the Trust Meeting on 10 March 2022 I set out below the events it is planned to stage from the Cricket Pavilion this year for information.

Wednesday 27 April – Keswick Round The Houses Race at 7.00pm. Pavilion used for race registration only.

Wednesday 18 May – Annual Latrigg Race at 7.00pm

Sunday 3 July – Annual Skiddaw race at 12.30pm

Wednesday 17 August – round Latrigg Race at 7.00pm

There will also be a Cumbria League Cross Country Event in November/December to be advised.

Regards

Steve

**Town Clerk**

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**From:**  
**Sent:** 01 March 2022 09:28  
**To:** Town Clerk  
**Cc:**  
**Subject:** Keswick Round the Houses Race

Hi Vivien

Further to the list of Keswick Athletic Club Races from Fitz Park I sent yesterday for the Trust meeting, I would also like to add a further request for approval of the above race. After a 2 year lapse of this race due to Covid, Keswick Athletic Club wish to restart this annual event on 27 April 2022 starting at 7.00pm. This is a popular local race which has been staged since 1972. When it was last staged in 2019 we used a new course starting and finishing in the town centre. This is an official race with a UK Athletics Licence and an Events Notification Form has been sent to Cumbria County Council as a single point of contact to inform all local authorities i.e. Police, Highways, Allerdale etc. On behalf of Keswick AC I request approval of the Park Trustees for part of the course which goes through Hope Park on similar lines to that used in 2019. After a loop in the town the course heads out to Friars Crag and returns to the town centre before taking on the Manor Brow part of the course. On the way back from Friars Crag the course enters Hope Park via the gate opposite Lakeside car park and follows the park path around towards the café before exiting to the Lake Road underpass.

The purpose of this loop is to separate slower runners heading out to Friars Crag from the faster runners returning from Friars Crag. I will be the official race organizer overseeing this event.

Regards

Steve

Sent from [Mail](#) for Windows