

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

7th July 2022

A meeting of the Charitable Trusts listed below will be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick **Thursday 14th July 2022 at 7.00 pm.**

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 26th May 2022 (pages 1-3).
- 3. Declarations of Interests**
To receive any declarations of interests in respect of items on this agenda.
- 4. Trustee Reports and Accounts for the year ended 31st March 2022**
To formally approve the Trustee Reports and Accounts for the year ended 31st March 2022 for Hope Park, Fitz Park and the Townsfield. Frances Clark of Keswick Accountants will be in attendance for this item.
- 5. Chairman's Report**
To receive the Chairman's Report.
- 6. Parks Manager's Report**
To receive the report of the Parks Manager for July 2022.
- 7. Clerk's Report**
To receive the Clerk's report.
- 8. Request from Keswick and District Fair Trade Campaign**
To consider a request from Keswick Fair Trade Campaign to have a flower bed laid out in Hope Park.

9. Requests for use of Keswick Parks

- i) Lakesman Triathlon – request to use Hope Park on Sunday 18th June 2023 for the Lakesman Event
- ii) Lakesman Triathlon – request for the exclusive use of Crosthwaite Road Car Park from 5pm Friday 16 June 2023 to 10am Monday 19 June 2023
- iii) Not Round Latrigg race – request for the race to leave Fitz Park and return at the end on 17 August 2022
- iv) Keswick Museum – to ratify a decision to allow Keswick Museum to put banners on Hope Park and Fitz Park .

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. Legal – Hospital Field

To receive an update from the Clerk.

11. Parks Van

To consider a report from the Parks Manager.

12. Clerk’s Report

To consider a report from the Clerk.

To: All Councillors/Trustees
Press

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the Annual meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on **Thursday 26th May 2022 at 7.00 pm.**

Present:

Chairman
Councillor Adam Paxon

Councillors		
David Burn	Alan Dunn	Louise Dunn
Lewis Forsyth	Steve Harwood	Sally Lansbury
Tony Lywood	Paul Titley	

The meeting commenced with a minute's silence in memory of Councillor Peter Terry, who recently passed away.

1. Apologies

Apologies for absence were received from Councillor Allan Daniels.

2. Election of Chairman

There being only one nomination it was **RESOLVED** that Councillor Adam Paxon be elected as Chairman for the ensuing year. The outgoing Chairman, Councillor Miller, gave his thanks to both the office and parks staff, and encouraged Trustees to make themselves known to parks staff.

3. Election of Vice Chairman

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

4. Minutes

RESOLVED that the Chairman be authorised to sign the Minutes of the meeting held on 10th March 2022 (pages 16-18) and 4 May 2022 (page 19).

5. Declarations of Interests

No declarations of interest were made at this meeting.

6. Chairman's Report

Councillor Paxon stated that he was looking forward to the year ahead.
RECEIVED the Chairman's Report.

7. Parks Manager's Report

RECEIVED the report of the Parks Manager. Councillors were complimentary of how good the parks looked, and continued to improve.

RESOLVED to:

- i. accept the offer of chairs from the Museum, and place them in the old building at Hope Park as a temporary measure; and
- ii. seek to improve communication with the general public regarding the work of the Trusts via the Trust Clerk in conjunction with the Trust Chair, Councillor L Dunn and Councillor Lywood.

8. Fitz Park Games

RECEIVED the report of the Clerk.

RESOLVED that the decision for Café HNW to extend into the old Tennis Hut and Kitchen area be ratified and agreed.

9. SusKes update

RECEIVED a verbal update from Councillor Lansbury. She gave an update regarding the Cumbria County Council Environmental Fund grant for the Trees and Meadows project, which included part of Fitz Park.

RESOLVED that the area of woodland planted with 500 trees be called 'Elizabeth's Woodland'.

10. Budget Comparisons

RECEIVED budget comparisons for the fourth quarter.

RESOLVED that the budget comparisons be noted, with thanks given to the RFO.

11. Assets Register

Consideration was given to the updated Assets Registers for Hope and Fitz Parks.

RESOLVED that the Asset Register be accepted.

12. Review of Hire Charges

To review charges of the parks.

RESOLVED that:

- i. the cost of tokens for the CSA be raised to £3 from 1 September 2022;
- ii. further information be obtained regarding how much events cost to run in other parks, prior to a review of the hire fee of the parks, with a view to charging at least £750 +VAT as the base rate for use; and
- iii. Car park annual permits be capped to a maximum of 20 per year

13. Requests for use of the Parks

Consideration was given to the following:

- i) Keswick Museum – ratification of permission for use of park grounds to host a free event to celebrate a project for those recovering from long term illness.
RESOLVED that this request be granted.
- ii) RSPB – permission for use of Fitz Park on Saturday 4 June 2022 and Saturday 25 June 2022, and use of Hope Park on Sunday 3 July 2022.
RESOLVED that this request be granted.
- iii) Woodland Trust – permission for use of Fitz Park on Friday 8th and Saturday 9th July for a small gazebo.
RESOLVED that this request be granted, subject to the gazebo not being kept in place overnight.

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.'

14. Hope Park Improvements

RECEIVED a report from the Parks Manager.

RESOLVED that:

- i. the upgrade to the footbridge amounting to £3,920.00 be agreed, with the budgets heads (accruals/Max fund) as set out in the report; and
- ii. the work to the footpaths be agreed, with the money coming from Max's funds as set out in the report.

15. Equipment

RECEIVED a report from the Parks Manager.

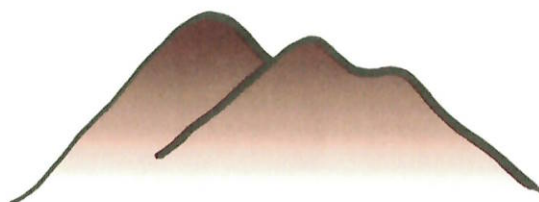
RESOLVED that the upgrade be agreed in principle, subject to further information being sought.

The meeting closed at 8.35 pm.

Chairman

Date

Hope Park Charitable Trust
Report of the Directors and Trustees
and Financial Statements for the year ended
31 March 2022



Keswick
ACCOUNTANTS

Hope Park Charitable Trust

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for the year ended
31 March 2022**

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Hope Park Charitable Trust

**Charity Information
for the year ended
31 March 2022**

**DIRECTORS
AND
TRUSTEES:**

Cllr A Boardman
Cllr D S Burn
Cllr M Campbell-Savours
Cllr A Daniels
Cllr A B Dunn
Cllr S Harwood
Cllr S Lansbury
Cllr A Lywood
Cllr D Miller
Cllr A G Paxon
Cllr P Terry
Cllr P C Titley

CHIEF EXECUTIVE OFFICER:

Miss Vivien Little

BUSINESS ADDRESS

50 Main Street
Keswick
Cumbria
CA12 5JS

CHARITY NUMBER:

503465

**ACCOUNTANT AND
INDEPENDENT EXAMINER**

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria
CA12 4EJ

Hope Park Charitable Trust

Report of the Trustees for the year ended 31 March 2022

The Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2022.

The accounts have been prepared in accordance with the Charities Act 2011, and the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Governing Document

The Hope Park Trust is a charitable Trust governed by a trust Deed dated 10 June 1974.

Objectives

The provision and maintenance of a public park and recreation ground for use of the inhabitants of, and visitors to, the town of Keswick without the distinction of political, religious or other opinions, with the object of improving the conditions of life for the said inhabitants.

Trustees

The Trustees who acted during the period were as follows:

Cllr A Boardman
Cllr D S Burn
Cllr M Campbell-Savours
Cllr A Daniels
Cllr A B Dunn
Cllr S Harwood
Cllr S Lansbury
Cllr A Lywood
Cllr D Miller
Cllr A G Paxon
Cllr P Terry
Cllr P C Titley

Management Structure

In 1974 Keswick Town Council was conveyed the Park on trust for the people of Keswick. It is therefore a given that once democratically elected as a Town Councillor, the duty of Trustee forms part of that role. The recruitment process is therefore according to the Local Government Act 1972; Representation of the People Act 1983 as amended by the Representation of the People Act 1985, and Local Elections (Parishes and Communities) Rules 1986, amended 1999.

Hope Park Charitable Trust

Report of the Trustees, contd. for the year ended 31 March 2022

Review of the Development, Activities and Achievements of the Charity

During the year the Trust carried on with its objectives of running and maintaining the park for the benefit of the people of Keswick. The running of the games and refreshment facilities were provided by a third party contractor.

Finances

During the year the Trust had net incoming resources of £81,787. When added to brought forward reserves of £633,778, the closing reserves were £715,565. Of this, £482,309 are fixed assets, including the value of the cafe and new staff accommodation and equipment. The year end revenue fund balance is £233,256 of which £39,857 are designated funds and £15,933 are restricted funds.

Reserves Policy

The Trust has £177,466 of unrestricted revenue reserves. Ideally the level of reserves would represent 6 months of the previous years running costs which is in the region of £75,000. The total of unrestricted reserves is £659,775. Further reserves are held in the Building Fund and Development & Equipment Fund (designated funds) in case of unforeseen circumstances, such as flooding or other natural disaster to cover uninsurable losses e.g. open space, as well as provision for ongoing improvements and upgrades of the Trusts equipment and assets.

Investment Policy

The building fund and development and equipment fund earn interest during the year.

Risk Assessment

An annual risk assessment is carried out identifying insurance and other risks, current arrangements for managing these and any other action required. Insurances are put in place where possible to mitigate any financial losses.

ON BEHALF OF THE TRUSTEES

Hope Park Charitable Trust

Independent Examiners Report for the year ended 31 March 2022

I report on the accounts for the Trust for the year ended 31 March 2022 which are set out on pages 5 - 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year, under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examiners report is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiners' statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements to:

- keep accounting records in accordance with s130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria CA12 4EJ

Hope Park Charitable Trust

**Statement of Financial Activities
for the year ended
31 March 2022**

		31 March 2022				31 March 2021
	Notes	Restricted Funds £	Unrestricted Funds £	Designated Funds £	Total £	Total £
INCOME						
Donations and legacies						
Donations and gifts	3	-	1,907	14,901	16,808	430
Legacies receivable	4	-	-	3,027	3,027	6,191
Grants receivable	5	28,730	-	-	28,730	10,000
Income from charitable activities						
Primary Purpose Trading		-	-	-	-	-
Other Trading Activities						
	6	-	174,983	-	174,983	88,266
Income from investments						
	7	-	-	2	2	16
Total income		28,730	176,890	17,930	223,550	104,903
EXPENDITURE						
Expenditure on charitable activities	8	12,797	125,273	3,693	141,763	130,606
Total expenditure		12,797	125,273	3,693	141,763	130,606
Net incoming / (outgoing) resources		15,933	51,617	14,237	81,787	(25,703)
Unrealised gain on revaluation of tangible fixed assets		-	-	-	-	-
Net movement in funds		15,933	51,617	14,237	81,787	(25,703)
Total funds brought forward		-	607,683	26,095	633,778	659,481
Transfers between funds		-	475	(475)	-	-
Total funds carried forward	15	15,933	659,775	39,857	715,565	633,778
Funds carried forward as follows:-						
Revenue Funds		15,933	177,466	39,857	233,256	146,221
Fixed Asset Funds		-	482,309	-	482,309	487,557
		15,933	659,775	39,857	715,565	633,778

The notes form part of these financial statements

Hope Park Charitable Trust

**Statement of Financial Activities
Comparative
31 March 2021**

	31 March 2021			
	Restricted Funds £	Unrestricted Funds £	Designated Funds £	Total £
INCOME				
Donations and legacies				
Donations and gifts	-	430	-	430
Legacies receivable	-	-	6,191	-
Grants receivable	-	10,000	-	10,000
Income from charitable activities				
Primary Purpose Trading	-	-	-	-
Other Trading Activities	-	88,266	-	88,266
Income from investments	-	-	16	-
Total income	-	98,696	6,207	98,696
EXPENDITURE				
Expenditure on charitable activities	-	125,205	5,401	130,606
Total expenditure	-	125,205	5,401	130,606
Net incoming / (outgoing) resources	-	(26,509)	806	(31,910)
Total funds brought forward	-	630,763	28,718	659,481
Transfers between funds	-	3,429	(3,429)	-
Total funds carried forward	-	607,683	26,095	627,571
Funds carried forward as follows:-				
Revenue Funds	-	120,126	26,095	146,221
Fixed Asset Funds	-	487,557	-	487,557
	-	607,683	26,095	633,778

The notes form part of these financial statements

Hope Park Charitable Trust

Balance Sheet as at 31 March 2022

	Notes	31 March 2022		31 March 2021	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	12		482,309		487,557
			<hr/>		<hr/>
			482,309		487,557
Current Assets					
Debtors	13	301		221	
Cash at bank and in hand		269,566		191,784	
		<hr/>		<hr/>	
		269,867		192,005	
Creditors: amounts falling due within one year					
Creditors and accruals	14	36,611		45,784	
		<hr/>		<hr/>	
Net Current Assets			233,256		146,221
			<hr/>		<hr/>
Total Assets less Current Liabilities			715,565		633,778
			<hr/>		<hr/>
NET ASSETS			715,565		633,778
			<hr/> <hr/>		<hr/> <hr/>
Funds					
Restricted funds	15	15,933		-	
Unrestricted funds		659,775		607,683	
Designated funds		39,857		26,095	
		<hr/>		<hr/>	
	16	715,565		633,778	
		<hr/> <hr/>		<hr/> <hr/>	

As Approved on: _____

By:

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

1 Accounting Policies

General

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note (s).

Tangible Fixed Assets and Depreciation

All tangible fixed assets are stated at cost less depreciation. Freehold land and buildings are maintained in a good state of repair and in the opinion of the Trustees the realisable value of the land and buildings is not less than the book value. Consequently no depreciation has been provided on freehold land and buildings.

All other assets are depreciated at the following rates:-

Vehicles, plant and machinery - 20% reducing balance

Income

Income is accounted for on a receivable basis. Where income is received for a specific purpose, as defined by the donor, this income is classed as restricted. Income received towards the general objects of the charity is classed as unrestricted.

Expenditure

Expenditure is accounted for on an accruals basis. Where it relates to a specific project it is allocated to that project as restricted expenditure. Expenditure that relates to the objects of the charity is classified as charitable activities. Any legal or professional costs are classified as governance costs. The costs of generating funds are separately identified.

Funds

General funds are those where no restrictions have been placed upon the specific spending of the funds by the donor. Designated funds are those funds where the directors have chosen to earmark general funds for a specific purpose. Restricted funds are those funds where the donation is received for a specific purpose as set out by the donor.

2 Payment to Accountants

The payment to the accounts included in the expenditure is split as follows:

	2022	2021
	£	£
Payment for preparation of accounts	550	500
Payment for Independent Examination	300	250
	<u>850</u>	<u>750</u>

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

	31 March 2022				31 March 2021
	Restricted £	Unrestricted £	Designated £	Total £	£
3 Donations and gifts					
Donations	-	1,907	14,901	16,808	430
	-	1,907	14,901	16,808	430
4 Legacies receivable					
Memorial Seats	-	-	3,027	3,027	6,191
	-	-	3,027	3,027	6,191
5 Grants receivable					
Keswick Town Council	-	-	-	-	10,000
Cumbria County Council	28,730	-	-	28,730	-
	28,730	-	-	28,730	10,000
6 Other trading activities					
License fee and rent	-	172,337	-	172,337	85,521
Squirrel / bird feeding station income	-	379	-	379	265
Sale of assets / scrap	-	83	-	83	-
Hire of park	-	899	-	899	-
Recharges to Fitz Park Trust	-	-	-	-	-
Invoice reimbursements	-	1,285	-	1,285	2,480
	-	174,983	-	174,983	88,266
7 Investment income					
Bank interest received	-	-	2	2	16
	-	-	2	2	16
8 Charitable activities					
Staff costs and uniforms	-	60,711	-	60,711	67,202
KTC recharge of admin costs (see note 9)	-	26,098	-	26,098	24,931
Health and safety costs	-	133	-	133	549
Telephone	-	335	-	335	250
Donations	-	-	-	-	260
Web, internet and computer	-	911	-	911	679
Golf equipment and tools	-	443	-	443	637
Motor vehicle expenses	-	2,491	-	2,491	2,007
Contingency	-	600	-	600	-
Water rates and trade refuse	-	1,459	-	1,459	1,112
Insurance	-	3,608	-	3,608	3,576
Repairs and maintenance	-	11,994	-	11,994	4,542
Climate change costs	-	99	-	99	-
Light and heat	-	1,067	-	1,067	927
Plant production, trees and bird feed	-	4,594	-	4,594	4,351
Flood defence work	-	-	-	-	-
Memorial seats and plaques	-	-	77	77	33
Materials	-	1,060	-	1,060	1,373
Max statue expenditure	-	-	3,616	3,616	-
Woodland walk expenditure	12,797	-	-	12,797	-
Signs expense	-	347	-	347	37
Development costs	-	-	-	-	5,368
Interest and charges	-	531	-	531	-
<i>Depreciation</i>					
Plant and machinery	-	3,659	-	3,659	4,267
Fixtures and Fittings	-	1,562	-	1,562	1,584
Motor Vehicles	-	2,620	-	2,620	5,655
Office Equipment	-	91	-	91	113
Loss / (Profit) on disposal of fixed assets	-	10	-	10	403
Independent Examiners Fee	-	850	-	850	750
	12,797	125,273	3,693	141,763	130,606

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

9 Breakdown of Keswick Town Council Recharges

	31 March 2022	31 March 2021
	£	£
Salaries, National insurance and Pension	21,412	20,231
Pension to Former Employee	283	281
Staff Expenses	-	12
Staff Recruitment Costs	-	194
Payroll Outsource Costs	62	64
Rent	1,420	1,420
Building Service Costs	1,053	1,000
Insurance	173	167
Repairs	18	2
Subscriptions	174	163
Stationery and Printing	172	179
Postage	63	63
Photocopier Lease and Charges	345	328
Computer Maintenance	436	390
Website and Internet Costs	120	131
Telephone	98	80
Health and Safety	10	47
Office Equipment and Fittings	57	29
Council Chamber Expenditure	99	-
Conferences / Training	103	150
	<u>26,098</u>	<u>24,931</u>

10 Employee Remuneration

Staff costs and uniforms

	31 March 2022	31 March 2021
Gross salaries	58,975	66,402
Other staff and recruitment costs	358	-
Training and workwear	1,378	800
	<u>60,711</u>	<u>67,202</u>

No employee earned £60,000 or more.

The average number of staff employed by the trust during the year was as follows;

	31 March 2022	31 March 2021
	No.	No.
Staff numbers		
Gardeners and groundsmen	2.70	2.70
Administration	0.40	0.40
	<u>3.10</u>	<u>3.10</u>

11 Trustee Remuneration and Expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

12 Tangible Fixed Assets

	Land and Buildings £	Plant and Machinery £	Fixtures and Fittings £	Motor Vehicles £	Total £
COST					
At 1 April 2021	450,589	47,547	27,064	40,185	565,385
Additions	-	1,219	1,475	-	2,694
Disposals	-	-	-	(735)	(735)
At 31 March 2022	450,589	48,766	28,539	39,450	567,344
DEPRECIATION					
At 1 April 2021	-	30,022	20,729	27,077	77,828
Charge for year	-	3,750	1,562	2,620	7,932
Eliminated on disposals	-	-	-	(725)	(725)
At 31 March 2022	-	33,772	22,291	28,972	85,035
NET BOOK VALUE					
At 31 March 2022	450,589	14,994	6,248	10,478	482,309
At 31 March 2021	450,589	17,525	6,335	13,108	487,557

13 Debtors	31 March 2022 £	31 March 2021 £
Other debtors	301	206
Prepayments	-	-
	<u>301</u>	<u>221</u>

14 Creditors: amounts falling due within one year

	31 March 2022 £	31 March 2021 £
Trade creditors	2,486	3,098
HP Liability	-	5,862
Other taxation & social security	2	-
Accruals	5,004	1,800
Owed to KTC	29,119	35,024
	<u>36,611</u>	<u>45,784</u>

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

15 Funds

	At 1 April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2022 £
Restricted Funds					
CCC Woodland Walk	-	28,730	(12,797)	-	15,933
	-	28,730	(12,797)	-	15,933

	At 1 April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2022 £
Designated Funds					
Building Fund	4,519	-	-	1,000	5,519
Equipment and Development Fund	17,172	2	-	6,800	23,974
Memorial Seats and Trees	4,404	3,027	(77)	(3,475)	3,879
Max Statue Fund	-	14,901	(3,616)	(4,800)	6,485
	26,095	17,930	(3,693)	(475)	39,857

Note: the transfers from Memorial Seats and Trees to the general reserves are to cover the cost of fixed asset purchases to be met by those funds, that have been added to the general reserves.

Funds Comparative Year Ended 31 March 2021

	At 1 April 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2021 £
Restricted Funds					
	-	-	-	-	-
	-	-	-	-	-
	At 1 April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2022 £
Designated Funds					
Building Fund	4,519	-	-	-	4,519
Equipment and Development Fund	22,524	16	(5,368)	-	17,172
Memorial Seats and Trees	1,675	6,191	(33)	(3,429)	4,404
	28,718	6,207	(5,401)	(3,429)	26,095

Hope Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

16 Net Assets by fund

	Restricted £	Unrestricted £	Designated £	Total £
Tangible fixed assets	-	482,309	-	482,309
Current assets	15,933	214,077	39,857	269,867
Creditors: amounts falling due within one year	-	(36,611)	-	(36,611)
Total net assets	15,933	659,775	39,857	715,565

Net Assets by fund Comparative Year Ended 31 March 2021

	Restricted £	Unrestricted £	Designated £	Total £
Tangible fixed assets	-	487,557	-	487,557
Current assets	-	165,910	26,095	192,005
Creditors: amounts falling due within one year	-	45,784	-	(45,784)
Total net assets	-	699,251	26,095	633,778

Fitz Park Charitable Trust
Report of the Directors and Trustees
and Financial Statements for the year ended
31 March 2022



Keswick
ACCOUNTANTS

Fitz Park Charitable Trust

**Index to the Financial Statements
for the year ended
31 March 2022**

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Fitz Park Charitable Trust

**Charity Information
for the year ended
31 March 2022**

**DIRECTORS
AND
TRUSTEES:**

Cllr A Boardman
Cllr D S Burn
Cllr M Campbell-Savours
Cllr A Daniels
Cllr A B Dunn
Cllr S Harwood
Cllr S Lansbury
Cllr A Lywood
Cllr D Miller
Cllr A G Paxon
Cllr P Terry
Cllr P C Titley

CHIEF EXECUTIVE OFFICER:

Miss Vivien Little

BUSINESS ADDRESS

50 Main Street
Keswick
Cumbria
CA12 5JS

CHARITY NUMBER:

520327

**ACCOUNTANT AND
INDEPENDENT EXAMINER**

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria
CA12 4EJ

Fitz Park Charitable Trust

Report of the Trustees for the year ended 31 March 2022

The Trustees present their report together with the financial statements of the Charity for the year ended 31 March 2022.

The accounts have been prepared in accordance with the Charities Act 2011, and the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Governing Document

The Fitz Park Trust is a Charitable Trust governed by a Trust Deed. The Trust was established in 1882 covering 28 acres of parkland in central Keswick adjoining the river Greta. A new scheme was drawn up in 1995 and the management of the Park is now the responsibility of Keswick Town Council as sole Trustee.

Objectives

The provision and maintenance of a public park and recreation ground for use of the inhabitants of, and visitors to, the town of Keswick without the distinction of political, religious or other opinions, with the object of improving the conditions of life for the said inhabitants.

Trustees

The Trustees who acted during the period were as follows:

Cllr A Boardman
Cllr D S Burn
Cllr M Campbell-Savours
Cllr A Daniels
Cllr A B Dunn
Cllr S Harwood
Cllr S Lansbury
Cllr A Lywood
Cllr D Miller
Cllr A G Paxon
Cllr P Terry
Cllr P C Titley

Management Structure

In 1995 Keswick Town Council was conveyed the Park on trust for the people of Keswick. It is therefore a given that once democratically elected as a Town Councillor, the duty of Trustee forms part of that role. The recruitment process is therefore according to the Local Government Act 1972; Representation of the People Act 1983 as amended by the Representation of the People Act 1985, and Local Elections (Parishes and Communities) Rules 1986, amended 1999.

Fitz Park Charitable Trust

Report of the Trustees, contd. for the year ended 31 March 2022

Review of the Development, Activities and Achievements of the Charity

During the year the Trust carried on with its objectives of running and maintaining the park for the benefit of the people of Keswick.

Finances

During the year the Trust had net incoming resources of £23,830. When added to brought forward reserves of £591,274 the closing reserves were £615,104. Of this, £452,273 are fixed assets and £162,821 revenue funds. Of the Revenue funds £23,210 relate to restricted funds or projects, £122,267 is the Sinking Fund which has been set aside as a designated fund, and the unrestricted revenue reserves are £17,354

Reserves Policy

The Trust has unrestricted revenue reserves of £17,354. Ideally the level of reserves would represent 6 months of the previous year's running costs which is in the region of £75,000. However the Trust does not hold this level of general reserves, as a grant is given to the Trust by Keswick Town Council via the precept from Allerdale Borough Council. The grant covers Fitz Parks running costs deficit and when risk assessed the likelihood of this not continuing is very low.

Further reserves are held in the Sinking Fund (designated fund) in case of unforeseen circumstances, such as flooding or other natural disaster to cover uninsurable losses e.g. open space, as well as provision for ongoing improvements and upgrades of the Trusts equipment and assets.

The total of unrestricted reserves is £469,627 and designated sinking fund is £122,267.

Investment Policy

The sinking fund account earns interest during the year.

Risk Assessment

An annual risk assessment is carried out identifying insurance and other risks, current arrangements for managing these and any other action required. Insurances are put in place where possible to mitigate any financial losses.

ON BEHALF OF THE TRUSTEES

Fitz Park Charitable Trust

Independent Examiners Report for the year ended 31 March 2022

I report on the accounts for the Trust for the year ended 31 March 2022 which are set out on pages 5 - 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year, under section 144(2) of the Charities Act 2011 (the 2011 Act), and that an independent examiners report is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiners' statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements to:
- keep accounting records in accordance with s130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act
- have not been met;

or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Frances Clark ACA
Keswick Accountants
Appleside
4 Leonard Street
Keswick
Cumbria CA12 4EJ

Fitz Park Charitable Trust

**Statement of Financial Activities
for the year ended
31 March 2022**

		31 March 2022				31 March 2021
	Notes	Restricted	Unrestricted	Designated	Total	Total
		£	£	Funds £	£	£
INCOME						
Donations and legacies						
Donations and gifts	3	589	8,594	-	9,183	1,482
Legacies receivable	4	1,715	-	-	1,715	2,056
Grants receivable	5	3,290	159,928	-	163,218	158,219
Income from charitable activities						
Other Trading Activities	6	-	56,466	-	56,466	25,266
Income from investments		-	107	11	118	88
Total income		5,594	225,095	11	230,700	187,111
EXPENDITURE						
Expenditure on charitable activities	7	5,052	201,818	-	206,870	178,401
Total expenditure		5,052	201,818	-	206,870	178,401
Net incoming / (outgoing) resources		542	23,277	11	23,830	8,710
Total funds brought forward		24,318	452,979	113,977	591,274	582,564
Transfers between funds		(1,650)	(6,629)	8,279	-	-
Total funds carried forward	15	23,210	469,627	122,267	615,104	591,274
Funds carried forward as follows:-						
Revenue Funds		23,210	17,354	122,267	162,831	135,597
Fixed Asset Funds		-	452,273	-	452,273	455,677
		23,210	469,627	122,267	615,104	591,274

The notes form part of these financial statements

Fitz Park Charitable Trust

**Statement of Financial Activities
Comparative
31 March 2021**

	31 March 2021			
	Restricted	Unrestricted	Designated Funds	Total
	£	£	£	£
INCOME				
Donations and legacies				
Donations and gifts	686	796	-	1,482
Legacies receivable	2,056	-	-	2,056
Grants receivable	5,500	152,719	-	158,219
 Income from charitable activities				
Other Trading Activities	2,292	22,974	-	25,266
Income from investments	-	45	43	88
 Total income	10,534	176,534	43	187,111
 EXPENDITURE				
Expenditure on charitable activities	12,946	165,455	-	178,401
 Total expenditure	12,946	165,455	-	178,401
 Net incoming / (outgoing) resources	(2,412)	11,079	43	8,710
 Total funds brought forward	27,585	461,748	93,231	582,564
Transfers between funds	(855)	(19,848)	20,703	-
 Total funds carried forward	24,318	452,979	113,977	591,274
 Funds carried forward as follows:-				
Revenue Funds	24,318	(2,698)	113,977	135,597
Fixed Asset Funds	-	455,677	-	455,677
	24,318	452,979	113,977	591,274

Fitz Park Charitable Trust

**Balance Sheet
as at
31 March 2022**

	Notes	31 March 2022		31 March 2021	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	11		452,273		455,677
			<hr/>		<hr/>
			452,273		455,677
Current Assets					
Debtors	12	27,019		18,271	
Cash at bank and in hand		148,224		126,651	
		<hr/>		<hr/>	
		175,243		144,922	
Creditors: amounts falling due within one year					
Creditors and accruals	13	12,412		9,325	
		<hr/>		<hr/>	
Net Current Assets			162,831		135,597
			<hr/>		<hr/>
NET ASSETS			615,104		591,274
			<hr/> <hr/>		<hr/> <hr/>
Funds					
Restricted funds	14	23,210		24,318	
Unrestricted funds		469,627		452,979	
Designated funds		122,267		113,977	
		<hr/>		<hr/>	
	15	615,104		591,274	
		<hr/> <hr/>		<hr/> <hr/>	

As Approved on: _____

By:

Fitz Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

1 Accounting Policies

General

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note (s).

Tangible Fixed Assets and Depreciation

All tangible fixed assets are stated at cost less depreciation. Freehold land and buildings are maintained in a good state of repair and in the opinion of the Trustees the realisable value of the land and buildings is not less than the book value. Consequently no depreciation has been provided on freehold land and buildings. All other assets are depreciated at the following rates:-

Vehicles, plant and machinery - 20% reducing balance

The Community Sports Area was agreed to be part of freehold land and buildings and therefore depreciation provided in the previous year was written back.

Income

Income is accounted for on a receivable basis. Where income is received for a specific purpose, as defined by the donor, this income is classed as restricted. Income received towards the general objects of the charity is classed as unrestricted.

Expenditure

Expenditure is accounted for on an accruals basis. Where it relates to a specific project it is allocated to that project as restricted expenditure. Expenditure that relates to the objects of the charity is classified as charitable activities. Any legal or professional costs are classified as governance costs. The costs of generating funds are separately identified.

Funds

General funds are those where no restrictions have been placed upon the specific spending of the funds by the donor. Designated funds are those funds where the directors have chosen to earmark general funds for a specific purpose. Restricted funds are those funds where the donation is received for a specific purpose as set out by the donor.

2 Payment to Accountants

The payment to the accounts included in the expenditure is split as follows:

	2022	2021
	£	£
Payment for preparation of accounts	550	500
Payment for Independent Examination	300	250
	<u>850</u>	<u>750</u>

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2022**

	31 March 2022				31 March 2021
	Restricted £	Unrestricted £	Designated £	Total £	£
3 Donations and gifts					
Play Area Appeal Donations	85	413	-	498	733
Sundry Donations	-	8,181	-	8,181	63
Tree Carving Donation	-	-	-	-	686
Tree Fund Donation	504	-	-	504	-
	<u>589</u>	<u>8,594</u>	<u>-</u>	<u>9,183</u>	<u>1,482</u>
4 Legacies receivable					
Memorial Trees & Benches	1,715	-	-	1,715	2,056
Legacies	-	-	-	-	-
	<u>1,715</u>	<u>-</u>	<u>-</u>	<u>1,715</u>	<u>2,056</u>
5 Grants receivable					
Keswick Town Council	-	159,928	-	159,928	152,719
Keswick Town Council Additional Funds	-	-	-	-	-
Cumbria County Council	-	-	-	-	1,000
Insurance Proceeds	3,290	-	-	3,290	-
Keswick Lions	-	-	-	-	500
Hadfield Trust	-	-	-	-	2,000
United Utilities	-	-	-	-	2,000
	<u>3,290</u>	<u>159,928</u>	<u>-</u>	<u>163,218</u>	<u>158,219</u>
6 Other trading activities					
Allerdale Borough Council Lottery	-	738	-	738	30
CSA Income	-	373	-	373	317
Car Park Income	-	44,799	-	44,799	11,733
Football Club Car Park Contribution	-	6,759	-	6,759	7,368
Football Club Rent	-	1,000	-	1,000	1,000
Insurance Reimbursements	-	-	-	-	-
Interim Lease Clubhouse and Courts	-	1,250	-	1,250	1,250
Wayleave	-	33	-	33	33
Hire of Fitz Park	-	1,514	-	1,514	3,535
	<u>-</u>	<u>56,466</u>	<u>-</u>	<u>56,466</u>	<u>25,266</u>

Fitz Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

	31 March 2022			Total	31 March 2021
	Restricted	Unrestricted	Designated		
	£	£	£	£	£
7 Charitable activities					
Staff costs and uniforms	-	105,603	-	105,603	89,220
KTC recharge of admin costs Note 8	-	26,098	-	26,098	24,931
Health and safety costs	-	287	-	287	290
Advertising and PR	-	448	-	448	-
Contingency	-	1,688	-	1,688	542
Water rates, trade refuse and electricity	-	4,066	-	4,066	2,464
Insurance	-	6,406	-	6,406	6,340
Repairs and renewals	-	14,347	-	14,347	9,569
Climate change costs	-	498	-	498	-
Fitz flood expenditure	336	-	-	336	-
Plants, trees and fertilizer	-	1,392	-	1,392	1,129
Insurance claim expenditure	2,950	-	-	2,950	-
Tree work and grass cutting	307	9,730	-	10,037	9,710
Sensory garden expenditure	230	-	-	230	299
Community gym expenditure	-	-	-	-	75
CSA Expenditure	-	544	-	544	619
Memorial seats and plaques	448	-	-	448	-
Materials and tools	-	2,016	-	2,016	2,090
Games equipment	-	-	-	-	93
Good box expenditure	-	230	-	230	-
Car park expenses	-	18,205	-	18,205	3,454
Sinking fund expenditure	-	-	-	-	-
Signage Expenditure	-	233	-	233	244
Tree carving expenditure	583	-	-	583	3,475
Resilience expenditure	198	-	-	198	522
Recharges from Hope Park Trust	-	1,285	-	1,285	1,795
BMX track expenses	-	195	-	195	9,575
Interest and charges	-	442	-	442	236
Depreciation					
Play Area and Equipment	-	2,140	-	2,140	2,674
Outdoor Gym	-	2,560	-	2,560	3,200
Car Park	-	-	-	-	-
Trust Plant and Machinery	-	1,795	-	1,795	1,472
(Profit) / Loss on Disposal of Fixed Asset	-	-	-	-	3,823
Independent Examiners Fee	-	850	-	850	560
Legal fees	-	760	-	760	-
	5,052	201,818	-	206,870	178,401

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2022**

8 Breakdown of Keswick Town Council Recharges

	31 March 2022	31 March 2021
	£	£
Salaries, National insurance and Pension	21,412	20,231
Pension to Former Employee	283	281
Staff Expenses	-	12
Staff Recruitment Costs	-	194
Payroll Outsource Costs	62	64
Rent	1,420	1,420
Building Service Costs	1,053	1,000
Insurance	173	167
Repairs - Decorating	18	2
Subscriptions	174	163
Stationery and Printing	172	179
Postage	63	63
Photocopier Lease and Charges	345	328
Computer Maintenance	436	390
Website and Internet Costs	120	131
Telephone	98	80
Health and Safety	10	47
Office Equipment and Fittings	57	29
Council Chamber Expenditure	99	-
Conferences / Training	103	150
	<u>26,098</u>	<u>24,931</u>

9 Employee Remuneration

Staff costs and uniforms

	31 March 2022	31 March 2021
Gross salaries	104,187	88,278
Other staff costs and expenses	1,416	942
	<u>105,603</u>	<u>89,220</u>

No employee earned £60,000 or more.

No.

No.

Staff numbers

Gardeners and groundsmen	2.20	2.20
Administration	0.40	0.40
	<u>2.60</u>	<u>2.60</u>

Fitz Park Charitable Trust

Notes to the Financial Statements for the year ended 31 March 2022

10 Trustee Remuneration and Expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

11 Tangible Fixed Assets

	Land and Buildings £	Play Equipment and Outdoor £	Community Sports Area £	Trust Plant and Machinery £	Car Park £	Total £
COST						
At 1 April 2021	190,285	180,459	136,213	42,630	99,797	649,384
Additions	-	-	-	3,093	-	3,093
Disposals	-	-	-	-	-	-
At 31 March 2022	190,285	180,459	136,213	45,723	99,797	652,477
DEPRECIATION						
At 1 April 2021	-	156,961	-	36,747	-	193,708
Charge for year	-	4,700	-	1,796	-	6,496
Eliminated on disposal	-	-	-	-	-	-
At 31 March 2022	-	161,661	-	38,543	-	200,204
NET BOOK VALUE						
At 31 March 2022	190,285	18,798	136,213	7,180	99,797	452,273
At 31 March 2021	190,285	23,498	136,213	5,883	99,797	455,676

12 Debtors

	31 March 2022 £	31 March 2021 £
Trade debtors	1,050	242
Owed by KTC	25,969	18,013
VAT recoverable	-	16
	<u>27,019</u>	<u>18,271</u>

13 Creditors: amounts falling due within one year

	31 March 2022 £	31 March 2021 £
Trade creditors	5,657	2,682
Owed to Hope Park	302	207
Other taxation & social security	70	-
Accruals	6,383	6,436
	<u>12,412</u>	<u>9,325</u>

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2022**

14 Funds

	At 1 April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2022 £
Projects & Restricted funds					
Memorial Seats and Trees	2,483	1,715	(448)	(1,650)	2,100
Tree Carving	1,061	-	(583)	-	478
BMX Track	652	-	-	-	652
Sensory Garden	2,064	-	(230)	-	1,834
Flood Recovery	4,180	85	(336)	-	3,929
Insurance Settlements	-	3,290	(2,950)	-	340
Resilience Fund	10,592	-	(198)	-	10,394
Tree Donation	-	504	(307)	-	197
Outdoor Gym	3,286	-	-	-	3,286
	<u>24,318</u>	<u>5,594</u>	<u>(5,052)</u>	<u>(1,650)</u>	<u>23,210</u>
 DESIGNATED Sinking Fund	 113,977	 11	 -	 8,279	 122,267
	<u>113,977</u>	<u>11</u>	<u>0</u>	<u>8,279</u>	<u>122,267</u>

Note: the transfers from Memorial Seats and Trees to the general reserves are to cover the cost of fixed asset purchases to be met by those funds, that have been added to the general reserves.

Funds Comparative Year Ende 31 March 2021

	At 1 April 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2021 £
Projects & Restricted funds					
Memorial Seats and Trees	782	2,056	-	(355)	2,483
Tree Carving	3,850	686	(3,475)	-	1,061
BMX Track	1,435	7,792	(8,575)	-	652
Sensory Garden	2,863	-	(299)	(500)	2,064
Flood Recovery	4,180	-	-	-	4,180
Resilience Fund	11,114	-	(522)	-	10,592
Outdoor Gym	3,361	-	(75)	-	3,286
	<u>27,585</u>	<u>10,534</u>	<u>(12,946)</u>	<u>(855)</u>	<u>24,318</u>
 DESIGNATED Sinking Fund	 93,231	 43	 -	 20,703	 113,977
	<u>93,231</u>	<u>43</u>	<u>-</u>	<u>20,703</u>	<u>113,977</u>

Fitz Park Charitable Trust

**Notes to the Financial Statements
for the year ended
31 March 2022**

15 Net Assets by fund

	Restricted £	Unrestricted £	Designated £	Total £
Tangible fixed assets	-	452,273	-	452,273
Current assets	23,210	29,766	122,267	175,243
Creditors: amounts falling due within one year	-	(12,412)	-	(12,412)
Total net assets	23,210	469,627	122,267	615,104

Net Assets by fund Comparative Year Ended 31 March 2021

	Restricted £	Unrestricted £	Designated £	Total £
Tangible fixed assets	-	455,677	-	455,677
Current assets	24,318	6,627	113,977	144,922
Creditors: amounts falling due within one year	-	(9,325)	-	(9,325)
Total net assets	24,318	452,979	113,977	591,274

THE TOWNSFIELD CHARITABLE TRUST

REGISTERED CHARITY NO 520295
SCHEME DATED 28TH JULY 1922

REPORT AND ACCOUNTS YEAR ENDED 31ST MARCH 2022

Catherine Parker
Responsible Finance Officer
Council Offices
50 Main Street
Keswick
CA12 5JS

THE TOWNSFIELD CHARITABLE TRUST
Registered Charity No 520295
Scheme Date 28th July 1922

Annual Report and Accounts Contents:

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Trust Details:

The Townsfield Charitable Trust is situated in Keswick, Cumbria.
Correspondence via the Town Clerk, Council Offices,
50 Main Street, Keswick, Cumbria, CA12 5JS.
Telephone: 017687 73607
Email: finance@keswicktowncouncil.gov.uk

THE TOWNSFIELD CHARITABLE TRUST

The report of the Trustee for the year ended 31 March 2022.

The Trustee presents its annual report and accounts for the year ended 31 March 2022.

Name, registered office and constitution of the charity

Name of the Charity: The Townsfield Charitable Trust

Registration No. 520295

Address of principal office: 50 Main Street, Keswick, Cumbria CA12 5JS

Names of Trustees on date report approved:

Keswick Town Council

Councillors:

David Burn

Allan Daniels

Alan Dunn

Louise Dunn

Lewis Forsyth

Steve Harwood

Sally Lansbury

Tony Lywood

Duncan Miller

Adam Paxon

Paul Titley

Nature of governing document and how charity constituted

The Townsfield is held on trust by the Trustee of Fitz Park.

Methods adopted for recruitment and appointment of new Trustees

In 1974 Keswick Town Council was conveyed the Parks on trust for the people of Keswick. It is therefore a given that once democratically elected as a Town Councillor, the duty of trustee of the Parks forms part of that role. The recruitment process is, therefore, according to the Local Government Act 1972; Representation of the People Act 1983 as amended by the Representation of the People Act 1985, and the Local Elections (Parishes and Communities) Rules 1986, amended 1999.

The Trust has adopted a training strategy which includes a statement of commitment to training of all current and future Trust members and staff and takes the form of a planned process of identifying training needs, planning and organising appropriate forms of training.

Objects of Charity as set out in Governing Document

To provide and maintain Townsfield for the public as a recreation ground for use of the inhabitants of, and visitors to, the town of Keswick.

Summary of main activities undertaken in relation to objects

The main activities carried out by the Trust during 2021/2022 were grass cutting, hedge trimming and tree work which were undertaken to maintain the area for recreation and leisure use.

Public Benefit Statement

In establishing the public benefit of the Charity's activities, the Trustees have had regard to the public benefit guidance published by the Charity Commission.

During the year, the Trust provided a well-kept open space for informal recreation and leisure in close proximity to the town centre. Grass cutting and hedge trimming was necessary to maintain the area which was available for use by the inhabitants of, and visitors to, the town of Keswick and neighbourhood.

Achievements and Performance

The expenditure of £1,150 incurred throughout the year was spent on grass cutting, tree work and wages and has been met by means of a grant from Keswick Town Council. Other income was received via dividend interest of £12.

The traditional Ram Fayre took place on the 19th May 2022.

Financial Review

The Trust has no free reserves.

A surplus of £13 was made.

This report was approved by the board of the Trust on 14th July 2022.

Councillor Adam Paxon
Trust Chairman

KESWICK TOWN COUNCIL
THE TOWNSFIELD - REGISTERED CHARITY NO 520295
Income and Expenditure Account
For the year ended 31st March 2022

2020/2021		2021/2022
£	REVENUE ACCOUNT INCOME	£
800	Grant from Keswick Town Council - Wages	800
150	Grant from Keswick Town Council - Tree Work	350
15	Dividend Received	13
300	Wall Repair Income	0
1	Bank Interest	0
1266	TOTAL INCOME	1163
	EXPENDITURE	
800	Wages	800
150	Tree Work	350
650	Repairs to Wall	0
1600	TOTAL EXPENDITURE	1150
-334	SURPLUS / DEFICIT	13

THE TOWNSFIELD CHARITY - 520295
YEAR ENDED 31st MARCH 2022

2020/2021	*INVESTMENT AT COST	2021/2022
£		£
20	Common Investment Fund (0004032627)	20
193	Common Investment Fund (0004032628)	193
213		213

* Bid Value at 31st March 2022 - £367.76

THE TOWNSFIELD TRUST FUND YEAR ENDED 31st MARCH 2022

2020/2021		2021/2022
£		£
2816	Balance brought Forward	2832
1	Interest	0
15	Dividend	13
2832	Balance carried forward	2845
213	Investment at cost	213
3045	TOTAL FUND BALANCE	3058

Parks Manager Report July 2022**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.

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, salvia and cosmos. Half term week was very busy within both parks and trade waste collections had to be increased to accommodate the volume of litter.



The new drain from the main footpath to the stream has been completed and the footpath surface tarmacked as agreed at the last trust meeting. The last few kerb stones have been reset and this has completed this stretch of footpath edging. Thanks to everyone who has donated money through Max's statue and to Kerry Irving for publicising the work that has been carried using these donations.

The pitch and putt is looking well given all the play it is experiencing and all of the putting greens have been treated with 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 recoveree.

The fairway by the seventh green will be verti-knifed to improve drainage and ground conditions are allowing this area to be cut on a weekly basis. Additional wildflower seed has been sown in the woodland along the footpath and will in time add to the existing display that include pink campion and creeping buttercup. Several new trees have been planted and include Prunus, Malas and Cotoneaster.



A new wooden gate has been fitted to the woodchip entrance on crow park road and the new signs for the woodland area are almost complete and will be installed as soon as they are ready.

The ongoing conversation with Cumbria County Council regarding cutting back the grass verges on Lake Road continues and they have agreed to a site meeting to try and resolve the problem of overgrown vegetation and saplings.

Townsfeld

The grass is now being cut twice per month, the footpaths strimmed and monitored on a regular basis.

Lower Fitz Park

The car park has been sprayed for weeds using Kuanton 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 beams to the Kanope multi play and replacement ropes to the climbing frame. We must remember this play area is now 12 years old and repairs/replacement for worn parts this year have already excided £3000.00.

Upper Fitz Park

Public games are now in operation and open every day through Café HNW. 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 once a week for their matches. Yoga sessions will also be taking place on the bowling green from 13th July 8.30am-9.15am for 4 weeks as a trial period.



KESWICK PARKS CHARITABLE TRUST

14 JULY 2022

CLERK'S REPORT

Electric Mower

Following the previous Trust meeting, where it was agreed in principle that the Trust should purchase a new electric mower, this has been ordered. The Parks Manager has been in contact with the supplier, and they have agreed to give the Trust an extended warranty, meaning the mower is now covered for three years instead of two. The order has been placed and will arrive as soon as it is ready.

As a reminder to Trustees, the funding for this was agreed to be taken from the Sinking Fund.

Rabbits in Fitz Park

We have received a letter from Keswick Bowling Club (enclosed), as there are a large number of rabbits in Upper Fitz Park, and the Bowling Club have requested that we bring in someone to deal with them, as they are starting to cause damage to the bowling green as well as the golf and tennis court areas.

Trustees are asked to consider if they wish to agree to the Bowling Club's request, and if they do, which budget would they like funding to come from.

Recruitment

As discussed with the Trustees by email, recruitment for the vacant post in the Parks has begun in order to fill the current vacancy as quickly as possible. The job title has been changed to 'Grounds and Maintenance Operative' to better reflect the nature of the post.

Trustees will be updated on progress as the recruitment process progresses, and they now are asked to ratify the decision to begin recruitment for the vacancy.

Weekend bin collections

Following on from above, Trustees are asked to ratify the decision to request that Tivoli empty the bins in the parks on both weekend days for the months of July and August. This will cost £90+VAT for each collection, and can be covered by the current underspend in staffing budget. This will relieve pressure on staff.

Grants

Keswick Bridge, the owners of the timeshare lodges in Keswick, have recently awarded a grant of £500 to Fitz Park, as they understood that our reserves had been depleted as of late. After discussion with the Parks Manager and the Responsible Financial Officer, we have suggested that the money would be best put to use as part of a fund to fix and paint the Pups Shelter, which is in need of some attention. The Parks Manager has obtained a quote for the work, and I have begun enquiries into other sources of grant funding to cover the cost of it. Trustees are asked if they are happy for the work to be carried out in this way.

Fitz Park website

A Trustee has informed officers that a potential web address for Fitz Park is available, most likely for a low cost annually. We used to have something similar previously but gave it up, but with the

increase in potential traffic to such websites, Trustees are asked to consider if they wish officer to investigate purchasing an appropriate domain name for Fitz Park.

Vivien Little
30 June 2022

Keswick & District Fair Trade Campaign – 8th June 2022

Request for the laying out of a flower bed in Hope Park 2023

Keswick and District Fair Trade Campaign Celebrates the 20th birthday of the campaign in 2023.

To mark this event we would like to request a flower bed be laid out in Hope Park.

It is hoped to replicate the bed below, which was planted in the round bed towards the entrance from the car park. This bed was first planted up to mark Keswick being awarded Fairtrade Town Status on the 8th March 2005 and was repeated for several years.



The campaign has continued to maintain its Fairtrade Town Status having been successful in it being renewed every two years since 2005.

We feel this bed is the perfect way to celebrate all the effort and support from the people, Churches, businesses and hospitality in and around Keswick, to Fair Trade over the last 20 years.

Keswick & District Fair Trade Campaign is happy to make a donation towards the creation of the flower bed and discuss the possibility of children from our Fairtrade School helping with a little of the planting if that is deemed appropriate.

We hope you can see your way to granting our request.

Yours sincerely,

Bernadette Fagan

Treasurer

Keswick & District Fair Trade Campaign.