

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

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

Email: townclerk@keswicktowncouncil.gov.uk

5 January 2023

A meeting of the Charitable Trusts listed below to be held at the Council Chamber, Town Hall, 50 Main Street, Keswick on **Thursday 12 January 2023 at 7.00 pm.**

Yours sincerely



Vivien Little
Town Clerk

HOPE PARK	Registered Charity	503465
FITZ PARK	Registered Charity	520327
TOWNSFIELD	Registered Charity	520295

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Declarations of Interests**
To receive any declarations of interests in respect of items on this agenda.
- 3. Minutes**
To authorise the Chairman to sign as a correct record the minutes of the meeting held on 10th November 2022 (pages 10-12).
- 4. Chairman's Report**
To receive the verbal Chairman's report.
- 5. Parks Manager's Report**
To consider the report of the Parks Manager.
- 6. Clerk's Report**
To consider the report of the Clerk.
- 7. Climate Change Action Plan**
To receive the Climate Change Action Plan approved at the Keswick Town Council meeting on 15 December 2022 (minute number 164).
- 8. Requests for use of the Parks**
To consider the following:
 - (i) Keswick Cricket Club – To inform Trustees that a County Match (Cumbria vs Lincolnshire) will take place at the Cricket Club on Sunday 25 June 2023.

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.'

- 9. Clerk's Report**
To consider the report of the Clerk.
- 10. Legal - Hospital Field**
To consider the report of the Clerk and Councillor Titley.
- 11. Development in Fitz Park**
To consider the report of Councillor Harwood (to follow).
- 12. Contracting – Café HNW**
To consider the report of the Parks Manager.
- 13. Parks Van**
To consider the report of the Parks Manager.

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 in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Thursday 10th November 2022 at 7.00 pm.

Present:

Chairman
Councillor Adam Paxon

	Councillors	
Allan Daniels	Louise Dunn	Steve Harwood
Sally Lansbury	Jean Murray	Paul Titley

Also present were Vivien Little (Town Clerk), Catherine Parker (RFO), Christine Fawcett (Parks Manager) and one member of the public.

41. Apologies

Apologies for absence were received from Councillors Burn, A Dunn, Lywood and Miller.

42. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the meeting held on 22 September 2022 (pages 7-9).

43. Declarations of Interests

No declarations of interest were made at this meeting.

44. Chairman's Report

Councillor Paxon asked Trustees to begin to consider whether it would be possible to operate a booking system for the Community Sports Area, and how it would be possible to manage such a system. At this moment in time it was agreed that it would be difficult to do so unless the area was manned, which there is not capacity to undertake.

Councillor Paxon also thanked Councillor Titley for chairing the Fitz Park User Groups meeting. Councillor Paxon brought up Hope Park's recent success in the Cumbria in Bloom competition, acknowledging all the staff help for this.

RECEIVED the Chairman's report.

RESOLVED that a budget of £500 per year be set aside for staff in acknowledgement of their continued support and dedication, beginning from this current year.

45. Parks Manager's Report

Consideration was given to the report of the Parks Manager. Thanks were given to Keswick Community Asset Company, who are donating funds to buy three outdoor games for use in Fitz Park, to be managed by Café HNW.

RESOLVED that:

- i. the cost of the pump replacement at Hope Park be taken from the budget heads as set out in the report (£1,500 contingency/£1,000 building fund); and
- ii. a letter from the Clerk be sent to all groups affected by the adoption of the new boundary extension to the conservation area in Keswick, warning that it could take longer for tree work to be approved in future.

46. Clerk's Report

Consideration was given to the report of the Clerk.

RESOLVED that:

- i. the Parks Manager be given delegated authority to approve short notice, non-commercial requests to use the park, and any such requests granted be reported back to Trustees at the next available meeting; and
- ii. the Clerk produce publicity material regarding the recent success in the Cumbria in Bloom competition.

47. Draft Budgets for Hope and Fitz Parks 2023-24

Trustees considered the draft budgets for Hope and Fitz Parks for the next financial year, discussing which changes could be made. It was noted that the Fitz Park deficit would once again rely on a large grant from Keswick Town Council, which would then form the majority of the precept request, and that the potential loss of the annual £20,000 maintenance grant which came from Allerdale Borough Council, which so far has not been agreed by Cumberland Council, would also have an impact on the precept. Publicity explaining the situation should be prepared, as well as emphasising the risks to budgets that flooding could have.

RESOLVED that the draft budgets be agreed subject to:

- i. the following amendments discussed at the meeting:-
 - Hope Park - contingency be increased to £3,000;
 - Hope Park - Income for the games licence to be amended in line with the October 2022 CPI and for the games in line with RPI;
 - Both Parks - addition of £250 for staff recognition; and
 - Fitz Park – decrease sinking fund contribution to £7,500 and add £7,500 to professional fees
- ii. the result of the triennial valuation of the Local Government Pension Scheme;
- iii. confirmation of the Keswick Town Council administration charge; and
- iv. the Clerk prepare publicity explaining to Council Tax payers the reasons for the proposed increases.
- v. The Town Clerk, Financial Officer and the Parks Manager have delegated powers to spend the contingency fund within each park if required.

48. Hope Park & Fitz Park Budgets – 2nd quarter 2022-23

RECEIVED for information the 2nd quarter budget comparisons.

49. Requests for use of the Parks

Consideration was given to the following:

- (i) Keswick Athletics Club – To consider a request to run a Cumbria League Cross Country Event for Juniors and Seniors in Fitz Park on Saturday 17 December 2022 (course revised after last year to minimise encroachment on Football and Cricket Club pitches)
RESOLVED that the request be granted.
- (ii) Lakeland Trails – To consider a request to have the Lakeland Trails event in Fitz Park on Saturday 2 September 2023 (with set up on Friday 1 September 2023).
RESOLVED that the request be granted at the rate of **£750.00 plus VAT per day** (with a charge of £125 plus VAT applying for set up/take down days) OR £1 plus VAT per competitor whichever is greater, plus a bond payable of £750.00.
- (iii) RSPB – To consider a request for the RSPB to have a stand in Hope Park Friday 27th January – Sunday 29th January (inclusive) – to coincide with the RSPB Big Garden Birdwatch;
RESOLVED that the request be granted.
- (iv) Keswick Town Council – To consider a request to book Fitz Park for Saturday 6th May 2023, Saturday 24th June 2023 and Sunday 25th June 2023;
RESOLVED that the request be granted on the same terms of previous years.
- (v) Great North Air Ambulance Service – To consider a request to extend hosting the GNAAS helicopter through 2023.

- RESOLVED** that the request be granted.
- (vi) Keswick Museum – To consider a request to hold a 125th Anniversary Event on Saturday 27th May 2023 in Fitz Park.
- RESOLVED** that the request be granted.

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.'

50. Future Development plans for Upper Fitz Park

Consideration was given to the report of Councillor Harwood.

RESOLVED that 2030 Architects Limited be appointed to undertake the feasibility study.

The meeting closed at 8.12 pm.

Chairman

Date

Lots of wet and windy days over two months have meant that progress in the Parks has been difficult at times to get tasks completed. Thanks must go to the parks staff for their hard work and to the three ladies within the office of Keswick Town Council for their hard work too.

Hope Park

All of the herbaceous borders have also been cut back and have been mulched using composted bark chippings. We have completed the process of resetting the edging stones on the main footpath next to crow park, and the footpath will be resurfaced up to the main gate in early January.



All the hedges have now been cut back and the annual tree inspection has been carried out in December.



The last section of kerb stones on the main footpath have now been reset. A new drain needs to be laid to remove surface water from entering the glasshouse. A quote for this work will be available at the meeting.



A new edging of concrete pin kerbs have been laid along the footpath beside the fair trade border. The old slate kerb had become uneven and damaged. These slate stones will be recycled elsewhere in the park.

Mid December gave us some chilly weather conditions, with temperatures dropping to -9. Thankfully there were no burst water pipes when the temperature lifted, although Max looked charming and elegant in the frost.

Another memorial bench has been purchased and will be installed in the new year. There are now only five remaining wooden benches left in the park to be replaced when needed. Since 2017, thirty-three recycled plastic benches have been installed.



Lower Fitz Park

A section of the bark retaining boards have been removed and replaced with hard wood salvaged from the felled oak trees.



New bearings have been fitted to the roundabout and spinning bowl, and the flat seat swings.

A quote was received for a new replacement top board for the roundabout at an eye watering cost of £849.45. 15 cubic meters of hard wood chippings have been ordered for mid-January to top up the worn bark surface areas.



A new path has been laid from the footpath to the Happy to Chat bench.

A grant has been received from Cumbria County Council to install a bike rack and this plinth has been laid just through the main entrance next to Café West.



Upper Fitz Park

Leaves have been removed from the fine turfed areas to allow grass growth from few daylight hours we have at this time of year. With the high amounts of rainfall in October and November we have seeing a lot of moss growth in the grass sward. This moss growth will be reduced in the spring with an application of lawn sand.

A corner of the private bowling green has been suffering from poor drainage and compaction. 10 metres of replacement land drainage has been dug into the green to aid drainage of the green.



The large larch tree between the tennis courts suffered some wind damage in December and a large limb was hung up in the tree. Permission was granted from the Lake District Planning Board to remove this limb as soon as possible. It has now been removed and chipped on site.



The top circle paving area has now been pointed and completed. Two seats have been made from recycled oak wood that could not be saw into planks. These sections of wood had remains of steel nails embedded into wood that had been hammered into them many years ago



KESWICK PARKS CHARITABLE TRUSTS
12 JANUARY 2022

CLERK'S REPORT

Dog attack

In late November, I received an email from a concerned resident of Keswick, who wanted to report that her daughter had suffered a frightening experience in Fitz Park, with a dog having knocked her daughter over and was standing over her, and was concerned about dogs being out of control in Fitz Park.

This was brought to the attention of the Town Council at their meeting on 15 December 2022, and it was resolved then that:

150. Correspondence

To consider correspondence received from a member of the public.

RESOLVED that Councillors call out antisocial dog behaviour when they see it, and the matter of signage in the parks be brought up at the next Trust meeting.

Trustees are asked how they wish to treat this incident, and if they wish any action to be taken in the nature of signage or other publicity. Signage has recently been replaced in Fitz Park, which should be clearer to read.

I have attached an overview from the gov.uk website regarding controlling your dog in public.

Keswick Museum – request for bench

Keswick Museum has its 125th anniversary this year, and Friends of the Museum have approached Fitz Park Trust regarding putting a memorial bench, complete with plaque, adjacent to the Museum in the patio area in celebration of the anniversary.

Trustees are asked to consider whether they wish to support Friends of the Museum in putting a memorial bench next to the Museum, similar to the Happy to Chat bench already in place in Fitz Park.

Vivien Little
3 January 2023

Town Clerk

From: >
Sent: 24 November 2022 12:20
To: Town Clerk
Subject: Fitz Park incident

Hi there,

I was advised to email you about an incident in Fitz Park on Tuesday afternoon at approximately 3pm.

I was in the park with my 3 year old daughter, dog(on a lead) and pram with my newborn.

Having played in the river for a while we were making our way over to the playpark from the Lions Bridge at the bottom of the Cricket Pitch.

My daughter was running and was further in front of me, maybe 20-30 meters. At this point a German Shepard dog off it's lead comes running across the Cricket field from near the MUGA and pounces on her, knocking her to the ground and standing over her. Fortunately it didn't bite her and without being over dramatic it could have killed her.

This dog was out of control. I shouted at its owners who got it back, put it on a lead a promptly left the park. They did not come to see if she was ok, they just left!

Now I and my parents both have large dogs so my daughter is used to big dogs. This incident was completely unprovoked and I'm still pretty angry about it.

I thought you should know in case any other incidents happen as I don't believe this is the first time this dog has done something like this. It's was truly terrifying seeing it happen and not being able to get there to stop it.

Kind regard

Controlling your dog in public

1. Overview

It's against the law to let a dog be dangerously out of control anywhere, such as:

- in a public place
- in a private place, for example a neighbour's house or garden
- in the owner's home

The law applies to all dogs.

You can [report a dog](#) that's out of control.

Some [types of dogs are banned](#).

Out of control

Your dog is considered dangerously out of control if it:

- injures someone
- makes someone worried that it might injure them

A court could also decide that your dog is dangerously out of control if either of the following apply:

- it attacks someone's animal
- the owner of an animal thinks they could be injured if they tried to stop your dog attacking their animal

Penalties

You can get an unlimited fine or be sent to prison for up to 6 months (or both) if your dog is dangerously out of control. You may not be allowed to own a dog in the future and your dog may be destroyed.

If you let your dog injure someone you can be sent to prison for up to 5 years or fined (or both). If you deliberately use your dog to injure someone you could be charged with 'malicious wounding'.

If you allow your dog to kill someone you can be sent to prison for up to 14 years or get an unlimited fine (or both).

If you allow your dog to injure an assistance dog (for example a guide dog) you can be sent to prison for up to 3 years or fined (or both).

2. Banned dogs

In the UK, it's against the law to own certain types of dog. These are the:

- Pit Bull Terrier
- Japanese Tosa
- Dogo Argentino
- Fila Brasileiro

It's also against the law to:

- sell a banned dog
- abandon a banned dog
- give away a banned dog
- breed from a banned dog

Whether your dog is a banned type depends on what it looks like, rather than its breed or name.

For example, if your dog matches many of the characteristics of a Pit Bull Terrier, it may be a banned type.

If you have a banned dog

If you have a banned dog, the police or local council dog warden can take it away and keep it, even if:

- it is not acting dangerously
- there has not been a complaint

The police may need permission from a court to do this.

If your dog is in:

- a public place, the police do not need a warrant
- a private place, the police must get a warrant
- a private place and the police have a warrant for something else (like a drugs search), they can seize your dog

A police or council dog expert will judge what type of dog you have and whether it is (or could be) a danger to the public. Your dog will then either be:

- released

- kept in kennels while the police (or council) apply to a court

You're not allowed to visit your dog while you wait for the court decision.

You can give up ownership of your dog but you cannot be forced to. If you do, your dog could be destroyed without you even going to court.

Going to court

It's your responsibility to prove your dog is not a banned type.

If you prove this, the court will order the dog to be returned to you. If you cannot prove it (or you plead guilty), you'll be convicted of a crime.

You can get an unlimited fine or be sent to prison for up to 6 months (or both) for having a banned dog against the law. Your dog will also be destroyed.

If your dog is put on the Index of Exempt Dogs

If your dog is banned but the court thinks it's not a danger to the public, it may put it on the Index of Exempt dogs and let you keep it.

You'll be given a Certificate of Exemption. This is valid for the life of the dog.

Your dogs must be:

- neutered
- [microchipped](#)
- kept on a lead and muzzled at all times when in public
- kept in a secure place so it cannot escape

As the owner, you must:

- take out insurance against your dog injuring other people
- be aged over 16
- show the Certificate of Exemption when asked by a police officer or council dog warden, either at the time or within 5 days
- let the Index of Exempt Dogs know if you change address, or your dog dies

You can [report a dog](#) that's out of control.

Index of Exempted Dogs

dogsindex@defra.gov.uk

Telephone: 020 8026 4296

[Find out about call charges](#)

Dogs Index
PO Box 68250
London
SW1P 9XG

3. Public Spaces Protection Orders

Some public areas in England and Wales are covered by Public Spaces Protection Orders (PSPOs) - previously called Dog Control Orders (DCOs).

In public areas with PSPOs, you may have to:

- keep your dog on a lead
- put your dog on a lead if told to by a police officer, police community support officer or someone from the council
- stop your dog going to certain places - like farmland or parts of a park
- limit the number of dogs you have with you (this applies to professional dog walkers too)
- clear up after your dog
- carry a poop scoop and disposable bags

You can [report dog fouling to your local council](#).

Penalties

If you ignore a PSPO, you can be fined:

- £100 on the spot (a 'Fixed Penalty Notice')
- up to £1,000 if it goes to court

PSPOs in your area

Local councils must let the public know where PSPOs are in place.

Example

If dogs are not allowed in a park, there must be signs saying so.

If the council plans to put a new PSPO in place, it must put up a notice and publish it on its website.

The notice must tell you:

- where the new PSPO will apply
- if there's a map and where you can see it

4. Report a dog

You can report a dangerous or out of control dog to:

- [your council's](#) dog warden service
- your local [police force](#)

You can also [report dog fouling](#) to your local council.

OGI

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Keswick Town Draft Climate Change Action Plan, December 2022

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
Information Sharing	Promotion of local carbon reduction schemes such as the Keswick Lions Repair Cafe, WI and Sustainable Keswick activities	Some info has been successfully shared but we can do more on Facebook / website etc	Continue to translate global climate change issues for local relevance, inspire action and provide civic leadership	Town Clerk Involve Keswick Smarter Network	Ongoing
Local Planning	Consider environmental impacts and emissions in addition to aesthetics and planning regulations	General environmental considerations are made in relation to planning applications	Use an environmental impact checklist in commenting on applications.	Planning Group	Ongoing
Transport Reduce number cars on the road. Increase opportunities for low carbon transport.	Contribute to consultations and partnership working with CCC / LDNPA / Stagecoach on new transport initiatives. Engage with Community Car Share opportunities and cycling and walking initiatives. Lobby for and support initiatives which promote electric public transport	Responded to two consultations on transport and decarbonisation of transport from TFN and CCC. Additional bike racks and repair stations have been placed around the town. Staff are actively pursuing car share opportunities for travel to work	Monitor the feasibility work currently ongoing through RCEF and support the outcomes.	Town Councillors	Ongoing

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
Energy reduction	Change to 100% renewable power where we can. Reduce consumption	Council has moved to SSE Green Energy tariff for Parks Buildings	Review at end of contract Communicate national and regional energy saving initiatives	Responsible Finance Officer Parks Manager	Fixed contract end date 31/03/2026 Review of usage at time of budget reviews.
Reducing waste and encouraging sustainable consumption.	Introduce reusable glasses for Council festivals and event. Prohibition of the use of disposable BBQs on Town Council Land.	Both of these initial targets have been achieved.	New target could be the further reduction of waste at Coronation event, Proms in the Park etc Take your drinks bottles and cans home to recycle etc Repost the 'Recycle Cumbria' (CCC) social media campaign messages.	Events Committee Parks Manager Parks Trustees Town Council	6 May 2023 24 and 25 June 2023 Ongoing
Banking and insurance. Divest from fossil fuel investment.	Look at ethical investments and banking	RFO has identified sinking funds which could be ethically invested. Insurances are with Zurich which appears to have a robust ethical investment policy.	With Town Council approval, set up investment account which does not invest in new fossil fuel developments. In the longer term continue to investigate current accounts.	Town Clerk, Responsible Finance Officer, Accountant and Town Council.	Bring a recommendation to January 2023 Town Council Ongoing

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
<p>Parks. Protect and Enhance Nature, restoring nature for all.</p>	<p>Tree planting and improving biodiversity,</p>	<p>Eliminated the general use of Glyphosate weedkiller. Shift towards planting hardy perennials and native pollinators Eliminated the use of compost containing peat Compost all arisings from the Parks Planted 500 additional trees and shrubs Woodland walk area created. Assisted with the control of Himalayan Balsam ASPEN Lower emission fuel is now used in Parks machinery Dennis mower replaced with an electric model</p>	<p>Continue to develop bee and butterfly friendly areas. Continue to look at low energy alternatives to equipment where possible Support the CALC Green Space to Grow initiative</p>	<p>Parks Manager Keswick Parks Trustees</p>	<p>Ongoing</p>

Policy	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
Monitoring of Carbon Footprint	To measure the Carbon Footprint of the Town Council and The Park Trusts	This work has been done for previous year	Target reductions and actions to be agreed.	Responsible Finance Officer	31/03/2022 Annual Review
Training	PROPOSED NEW TARGET: To offer all Cllrs, Office and Parks staff CARBON LITERACY training either through CALC or CAFS.			Town Clerk	Target Date May 2024

Carbon footprint data for the period: 1 April 21 – 31 March 22

Keswick Town Council Offices: 13.6 Tonnes of CO2E

Fitz Park Trust 33.4 Tonnes of CO2E

Hope Park Trust 24.9 Tonnes of CO2E

Acronyms:

CALC – Cumbria Association of Local Councils

TFN – Transport for the North

CAFS – Cumbria Action for Sustainability

RCEF – Rural Community Energy Fund

Carbon Literacy Training - <https://cafs.org.uk/climate-and-carbon-literacy-training/>