

SEVEN PRINCIPLES OF PUBLIC LIFE
Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty - Leadership

KESWICK TOWN COUNCIL

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

8th December 2022

A meeting of Keswick Town Council to be held on Thursday 15 December 2022 at the Council Chamber, Town Hall, Keswick at **7.00 pm**.

Yours sincerely



Vivien Little
Town Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To authorise the Chairman to sign as a correct record the minutes of the Town Council meeting held on the 17th November 2022 (pages 33-36).
- 3. Co-option of Councillor**
 - i) To receive a presentation from co-option applicants giving the reasons they would like to be a Town Councillor and what they feel they can offer to the community.
 - ii) To select a candidate to fill the vacancy in the East Ward.
 - iii) To receive the Declaration of Acceptance of Office.
- 4. Requests for Dispensations**
The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
- 5. Declarations of Interests**
To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

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

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

- 6. Police Report**
To receive the report of the Allerdale Rural Neighbourhood Policing Team.
- 7. Matters to be received from the Public**
Such matters may be received throughout the meeting, however, items raised should not be discussed for longer than 10 minutes and the Chairman reserves the right to curtail repetitious matters. Public participation shall not be longer than half an hour throughout the meeting.
- 8. Matters to be raised by Councillors**
An opportunity for Councillors to raise any unforeseen matters which are not on the agenda, with the consent of the Chair, and which do not require a decision – items raised should not be discussed for longer than 10 minutes.
- 9. Applications for Development**
 - i) To examine applications for development and agree observations to be submitted to the Lake District National Park Authority (Planning Group report to be circulated prior the meeting).
 - ii) To receive update on National Park planning decisions.
- 10. Mayor's Report**
To receive details of the Mayor's engagements and meeting attendance for the period 10th November 2022 – 8th December 2022.
- 11. Reports from Ward Representatives**
To receive reports from the following representatives:
 - i) Allerdale Borough Council Ward Representatives
 - ii) Cumbria County Council Ward Representative
 - iii) Cumberland Council
 - iv) LDNPA North Distinctive Area Parishes Representative
- 12. Payment of Accounts**
To approve the payment of accounts for December 2022 as recommended by the Inspection Committee (list to be circulated prior to the meeting):
 - i) For the Town Council
 - ii) For the Trusts.
- 13. Budget for 2023/2024**
To approve the draft Budget for the financial year 2023/24 (enclosed), to set the precept, to agree grants to local organisations from the 2023/24 budget, and to agree an upgrade to the telephone system.
- 14. Fees and Charges**
To consider a report from the Responsible Financial Officer.
- 15. Environmental Working Group**
To approve the draft Action Plan presented by the Environmental Working Group.
- 16. Reports from Representatives on Outside Bodies**
To receive a report from Councillor Alan Dunn – Keswick Tourism Association.
- 17. Visitor Management Working Group**
To receive an update to the Visitor Management Working Group (to follow)
- 18. Correspondence**
To discuss an email received from a resident of Keswick.

19. Minutes

To receive for information the minutes of the Events Committee meeting held on Thursday 20 October 2022 (page 8).

To: All Councillors
Police
Press

**KESWICK TOWN COUNCIL
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Minutes of the meeting of Keswick Town Council held in the on Thursday 17th November 2022 at the Council Chamber, Town Hall, Keswick at 7.00 pm.

Present:

Chairman
Councillor Steve Harwood

Councillors		
Allan Daniels	Alan Dunn	Louise Dunn
Tony Lywood	Duncan Miller	Paul Titley

Also present were Vivien Little (Town Clerk), Catherine Parker (Responsible Financial Officer), one member of the press, and 5 members of the public

133. Apologies

Apologies for absence were received from Councillors Burn, Lansbury, Murray and Paxon. Their apologies were noted and accepted by Councillors.

134. Minutes

RESOLVED that the Chairman to sign as a correct record the minutes of the Town Council meeting held on the 20th October 2022 (pages 28-32).

135. Requests for Dispensations

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

136. Declarations of Interest

Councillor L Dunn gave a personal explanation with regard to planning application 7/2022/2268 as she was friends and a close neighbour of the applicant. She intended to remain in the room and vote on the item.

Councillor Titley gave a personal explanation with regard to the licensing application for Lake Side House, as his daughter was a close neighbour. He intended to remain in the room and vote on the item.

137. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team for September & October.

138. Matters to be received from the Public

A member of the public spoke in support of planning application 7/2022/2247, Low Briery Holiday Park, pointing out that the lodges would be sited so they could not be seen from Latrigg, and would be made, as far as possible, from local materials, with ecology at the top of the agenda.

139. Matters to be raised by Councillors

No urgent matters were raised by Councillors at this meeting.

140. Churchyard Maintenance

Consideration was given to a request from Councillor Daniels. Reverend Charles Hope (St John's Church, Keswick), and Reverend Andy Murphie (Crosthwaite Church, Keswick) both spoke in support of the proposal to help fund the grass cutting at both churchyards, as they were both assets to Keswick, and used by more than just mourners.

RESOLVED that a sum of £4,000 be taken from general reserves to fund grass cutting at both churchyards for a period of one year, with an option to come back again in the future after the elections in May 2023.

141. Reports from Representatives on Outside Bodies

RECEIVED a report from Keswick Community Emergency Recovery Partnership – Council representative Councillor Lansbury. Kimberley Ward, Project Officer of Keswick Community Emergency Recovery Partnership was in attendance and answered questions.

142. Applications for Development

- i) **RESOLVED** that the following observations be submitted the Lake District National Park Authority:

Planning Ref	Description of Development Location Comments Recommendation
7/2022/2247	<p>Extension to existing holiday park, formation of access, landscaping and ancillary works Low Briery Holiday Park, Penrith Road, Keswick, Cumbria, CA12 4RN <i>Support – this application represents a significant expansion of holiday accommodation closely related to the existing Low Briery Holiday village. As a general principle we support holiday accommodation related to existing sites in preference to family homes changing to holiday lets. We understand 6 of the 22 new lodges proposed will be to accessibility standards for those with disabilities which is a positive benefit. It is noted that the lodges are to be built off site minimising the impact of construction work on site and will provide a high standard of insulation, air tightness, solar panels, rainwater harvesting and sustainable heating systems. Careful consideration has been given to enhancing biodiversity in the natural habitat around the site and provision incorporated for a treatment plant on the drainage system to achieve nitrogen nutrient neutrality. Overall, this is a carefully considered project on a well screened site closely related to the existing holiday village which we support</i> SUPPORT</p>
7/2022/2258	<p>Proposed alterations to the front elevation of the public house building to provide new timber framed opening windows at ground floor level to replace the existing, new painted metal railings and guarding externally in front of the proposed window openings and to redecorate the exterior faces of the front elevation Golden Lion Inn, 20, Main Street, Keswick, CA12 5JD <i>No comments made</i> SUPPORT</p>
7/2022/2260	<p>Non-material amendment to planning permission 7/2021/2081 (Change of use of ground floor workshop/store into part of first floor flat to create single dwellinghouse) to add to the approved elevations gas box, vents and pipes; replace the current old upvc windows with new upvc windows; to change the glass block windows to upvc windows Workshop/store, Shorley Lane, Keswick, CA12 4HN For information only</p>
7/2022/2261	<p>Amendment to condition 2 (plans) on planning permission 7/2019/2270 for demolition of conservatory & porch. Addition of dining and play room extension with porch 6, Grange Park, Keswick, CA12 4AY <i>No comments made</i> SUPPORT</p>

- 7/2022/2262 Move main entrance to left and replace the existing window with one identical to the window in Unit 4
5 Southey Street, Keswick, Cumbria, CA12 4HH
No comments made
SUPPORT
- 7/2022/2268 Change of use from a guest house to self catering holiday letting accommodation
Beeches Guest House, Penrith Road, Keswick, CA12 4LJ
Support – as the application form indicates on site management is being retained, we support the proposal subject to a condition on any permission granted that this arrangement is maintained
SUPPORT
- 7/2022/2271 Demolition of conservatory and erection of proposed single storey rear extension
8, Latrigg Close, Keswick, Cumbria, CA12 4LB
No comments made
SUPPORT
- 7/2022/2274 Change of use from C1 Guest House to C3 Holiday Let
23 Rivendell Guest House, Helvellyn Street, Keswick, CA12 4EN
Object – the application states the existing guest house has 7 bedrooms + 2 bedroom private accommodation. However, section 18 on the form indicates 9 bedrooms will be affected by the Change of Use and also confirms there are 2 existing full time employees with none proposed after the change. We conclude that on site management is not being retained and we object to this change of use. It is noted that all our previous objections in such situations have been disregarded and permission granted. We acknowledge that Local Plan Policy 18 clearly states “proposals seeking to change guesthouses to different forms of holiday accommodation to meet changing market demands will be supported etc.” This is a logical generalisation where it is a change from one situation to a similar use. All guest houses have on site management to ensure standards are maintained and controlled. We have supported applications where on site management is retained but it is our view that a change of use which involves the loss of on site management is a totally different type of uncontrolled accommodation. In our view this is not in the spirit of what is intended by Policy 18 and is creating a downward spiral in the standard of holiday accommodation available. The stated aim of Policy 18 is to ensure that tourism accommodation will deliver a high quality sustainable tourism experience which will clearly be of a lower standard of management with no on site control. We recommend that the proviso for approving such applications that “it does not introduce inappropriate levels of use in this location” should be used to refuse permission where a similar standard of management cannot be guaranteed for a change of use of this type
OBJECT

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

143. Licensing Applications

RECEIVED Planning and Licensing Group report on licensing applications received.

144. Mayor’s Report

RECEIVED details of the Mayor’s engagements and meeting attendance for the period 14th October – 10th November 2022.

145. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Allerdale Borough Council – Councillor Daniels reported that Allerdale Borough Council was beginning to wind down, but he personally had been busy as Mayor of Allerdale.
- ii) Cumbria County Council – Councillor Lywood reported that as a follow up to the public meeting in Borrowdale, there would be two further follow up meetings in Grange and Stonethwaite to discuss parking in Borrowdale. Cumbria County Council’s work was also beginning to wind down.
- iii) Cumberland Council – Councillor Campbell-Savours gave his apologies.
- iv) LDNPA North Distinctive Area Parishes Representative - **RECEIVED** the report from Dr Geoff Davies, Lake District National Park Authority North Distinctive Area Parishes Representative.

146. Clerk’s Report

Consideration was given to the report of the Clerk.

RESOLVED that:

- i) Open sessions be held before the Town Council meetings initially in December and January in order to give members of the public a chance to talk to Councillors about what the role was, and then to attend a Town Council meeting; and
- ii) The Local Government Reorganisation Working Group to proceed with organising an open event to find out what the people of Keswick deem important when it comes to Local Government Reorganisation.

147. Payment of Accounts

RESOLVED that the payment of accounts for November 2022 as approved by the Inspection Committee be authorised for payments

- i. For the Town Council, vouchers 144 -166, amounting to £62,963.32 (sixty two thousand nine hundred and sixty three pounds and thirty two pence)
- ii. For the Trusts, vouchers HP140 – FP146, amounting to £20,457.28 (twenty thousand four hundred and fifty seven pounds and twenty eight pence)

148. Consultation

- i. Consideration was given to the proposed amendments to the Cumbria Local Government Pension Scheme Funding Strategy Statement (distributed in October) and to consider if Keswick Town Council wish to respond.
RESOLVED that no response be given from Keswick Town Council.
- ii. Consideration was given to the consultation on the new proposals for parliamentary boundary reviews, and to consider if Keswick Town Council wish to respond.
RESOLVED that no response be given from Keswick Town Council.

149. Correspondence

Consideration was given to the correspondence received from the Lake District National Park Authority.

RESOLVED that:

- i) Councillors Burn and Harwood continue to seek indicative costs for installing low level bollard lighting on this short stretch of the trail; and
- ii) Views of residents who live close to the area be sought.

The meeting closed at 8.21 p.m.

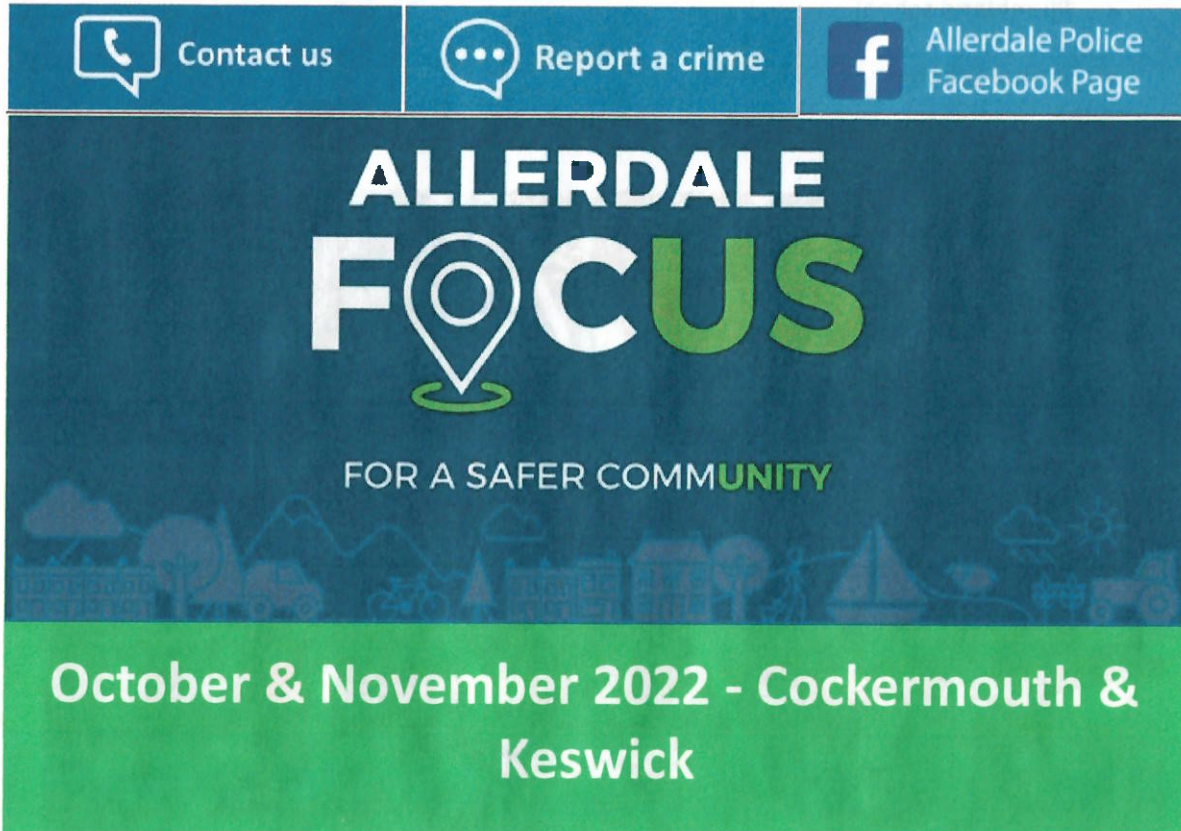
Chairman

Date

Ania Mlynczak

From: Cumbria Police <CumbriaPolice@public.govdelivery.com>
Sent: 25 November 2022 17:01
To: Ania Mlynczak
Subject: October & November 2022 - Cockermouth & Keswick

[View in browser](#)



The banner features a dark blue background with a green bar at the bottom. At the top, there are three buttons: 'Contact us' with a phone icon, 'Report a crime' with a speech bubble icon, and 'Allerdale Police Facebook Page' with the Facebook 'f' logo. The main text reads 'ALLERDALE FOCUS' in large white and green letters, with a location pin icon over the 'O' in 'FOCUS'. Below this, it says 'FOR A SAFER COMMUNITY' in white. The bottom green bar contains the text 'October & November 2022 - Cockermouth & Keswick' in white. The background of the banner has faint icons of houses, trees, a boat, and a tractor.

In this month's newsletter you will see we attended schools in the run up to Halloween and Bonfire night educating pupils on how they can stay safe during this period.

E-scooters continue to be an area priority for us, and we will continue to be proactive in our efforts to tackle any issues. If you are thinking of purchasing on this Christmas, make sure you read the below article around where they can and can't be used.



Insp Scott Adams

School talks - Halloween and Bonfire night

In the lead up to Halloween and Bonfire night we have been visiting multiple schools in the area to speak with children about what they can do to keep themselves and other safe.

Unfortunately, we see a rise in anti-social behaviour at this time of the year, during these talks we also speak to children to think about the effect that their behaviour can have on others, and that some people may find this the year difficult.

We have carried out these talks at

- Broughton Moor school
- Plumbland school
- Bothel School
- All Saint's School
- St Bridget's Brigham
- Dean school
- Broughton school



Dog out of control

We received a report on 31 October of concerns for a dog described as a black Labrador out of control in the area of Grizdale Close, Keswick.

It is reported the dog was loose barking and jumping at two children.

Officer identified the owner and advice was given.

We'd like to take this opportunity to remind dog owners that your dog is considered dangerously out of control if it:

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

You can read more info here - [Controlling your dog in public: Overview - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/controlling-your-dog-in-public)

Anti-social Behaviour

PCSO Megan Jones attended St John's Church on 1 November following reports of issues with anti-social behaviour (ASB) and criminal damage.

A crime prevention officer also attended on the 4 November and provided further advice on how combat the current issues.

We will also be conducting patrols in the area.

Joint visit

PCSO Clare Parker conducted a joint visit with Environmental Health at a property in Cockermouth on 24 October.

The visit was in relation to a hub referral on a complaint about artificial lighting outside a property.

If you have any concerns or issues, please contact our team via [Report a Non-Emergency Crime/Incident Online - Cumbria Constabulary](#) or speak to an officer on 101. In an emergency always call 999.

E-scooter's - Area priority

E-scooters continue to be a priority for ourselves and partner agencies.

Ahead of Christmas we know it maybe be tempting to consider buying an e-scooter but it's important to understand the legalities before purchasing one.

E-scooters fall under two categories:

- Trial e-scooter
- Privately-owned e-scooter

There are no trial E-Scooter's in Allerdale at the present time.

Information on privately-owned e-scooters:

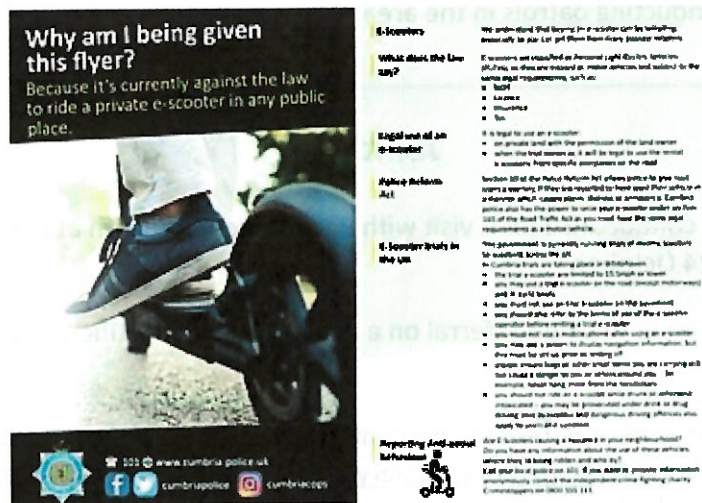
- These can be bought by any person and used on private land with the permission of the landowner. A privately owned e-scooter cannot be used on a road or public place unless it meets the requirements in primary legislation.

- E-scooters need to be covered by a motor vehicle insurance policy.
- E-scooter users need to have a valid driving licence.
- Any e-scooter used on a road or public place which breaches either of the primary requirements may be seized by police under the terms of 165 RTA 1988.

If you wish to report any offences please do so via our Website and our online forms or email address 101@cumbria.police.uk. You can also call us on 101.

In an emergency always call 999.

Read our leaflet below [here](#) for more information



Domestic Abuse

PCSO Megan Jones attended Domestic Abuse Matters training at Police Headquarters, Penrith.

The training provides officers and staff with the knowledge and tools needed to get a response and investigation right, first time, to best support and safeguard victims.

Getting help and support for domestic violence

If you feel you are, or have been a victim of domestic abuse, or are concerned for someone's welfare please contact police by reporting online [here](#), on 101. Always dial 999 in an emergency.

Victims will be believed, reports of domestic abuse will be fully investigated with an open mind, and we will also work to bring offenders to justice.

Don't suffer in silence, help and support is always available.

Getting Support

[Victim Support](#) offers free, confidential support for those affected by crime or traumatic events.

Phone: [0333 250 9854](tel:03332509854) (24 hours a day, 7 days a week)

Victim Support also offer support services for those who want to change their negative behaviour to their partner.

Ask for ANI: If you are experiencing domestic abuse and need immediate help, ask for 'ANI' in a participating pharmacy. 'ANI' stands for Action Needed Immediately but also phonetically sounds like the name Annie. If a pharmacy has the 'Ask for ANI' logo on display, it means they're ready to help. They will offer you a private space, provide a phone and ask if you need support from the police or other domestic abuse support services.

Events in the community

The English Cafe is a free weekly cafe aimed at the community in which English is their second language and gives people an opportunity to learn.

PCSO Clare Parker unfortunately can't attend every week but does pop into the cafe when she can on shift.

If you attended the cafe and want to speak to an officer, you can contact us at [Report It - Cumbria Constabulary](#) or speak to an officer on 101.

FREE

ENGLISH CAFÉ

THE HUB, 4 MARKET STREET, COCKERMOUTH
(FORMERLY RIVERSMEET)

EVERY WEDNESDAY
11.30 AM - 1 PM

PRACTISE YOUR ENGLISH WITH US

Friendly international environment
to improve your English.

Free tea, coffee
and cake

Chess, cards &
boardgames

Cumbria Libraries
Cumbria County Council

Careers day - Have you ever thought about being a police officer?

PCSO Megan Jones attended Keswick School on 13 Oct as part of their Careers Day.

Megan spoke to students who were interested in possibly joining the police in the future about the role, what police do and the entry requirements.

Have you ever thought about being a police officer?

Could you be make a real difference to people in Cumbria and help keep them safe?

Recruitment is open now. We are looking for enthusiastic and dedicated people to apply now to join our teams.



COULD YOU?

| Recruiting police officers now

For more information on the role of a police officer and the numerous entry routes, please visit www.cumbria.police.uk/careers.

Your local officers

Want to know who your local officers are?

Simply go to our website - www.cumbria.police.uk

Scroll down the home page and you can browse different areas to see who your local team are - or enter your postcode.

Not only will you be able to find out who your named local officers and PCSOs are, you will also be able to view our local policing priorities and details of any meetings or events we will be attending.



In other news



Agencies raise awareness of services available for victims of sexual violence

Agencies across Cumbria will be raising awareness and sharing information on the support available for victims of sexual violence and abuse. [Read more here.](#)



Mother of 18-year-old Cumbrian crash victim issues warning to mark Road Safety Week 2022

Parents of young people are being warned that their children are more at risk from death or injury in road crashes than from drinking alcohol, taking drugs or violent crime.

Read more [here](#).

Detectives crack crime ring - with members jailed for nearly 25 years

Three members of an organised crime group have been jailed for a total of nearly 25 years after a police operation led to the seizure of cocaine with a street value of up to £100,000 - and more than £65,000 in cash.



Robert McNichol, 44, of Greenwood Terrace, Maryport, Elliot Bramley, 26, of Croft Road, Bramley, West Yorkshire and Leslie Reid, 61, of St Helens Street, Cockermouth were sentenced November 14 after being caught by officers from Cumbria's Serious and Organised Crime Unit. [Read more here](#).

Man jailed for violent assault in Cockermouth

A Cockermouth man has been jailed for violently attacking a man in public with a metal bar.

Mark Middleton, aged 32, of Towers Lane, was sentenced today (24 November) at Carlisle Crown Court to 18 months for Section 20 Grievous Bodily Harm.



The successful conviction follows an investigation into an incident which occurred on Wrens Lane, Cockermouth, on 22 May 2021.

During the early hours of the morning, following threats made by phone by Middleton, the victim was assaulted with a metal bar. Witnesses told officers that they had seen Middleton carry out a sustained assault, hitting the victim multiple times with a metal bar.

As a result of the attack, the victim suffered a bleed on the brain.

Middleton pleaded guilty to the offence at an earlier hearing. [Read more here](#).

News from our partners

Warm Spots set to open across Cumbria this winter

Cumbrians looking for a somewhere to warm up, have a hot drink and a chat will be able to choose from over 130 local venues this winter, following an incredible response from organisations across the county to the Warm Spots initiative.



Read more here - [Warm Spots set to open across Cumbria this winter](#)

Winter Ready 2022

Are you Winter Ready?

This year's Cumbria's Winter Ready campaign focuses on winter travel and weather preparations, and up to date public health information and guidance, including information about covid and flu boosters.



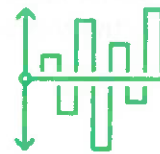
The campaign provides advice and assistance on everything you need to know to help you be prepared and to get winter ready. Read more here - [Winter Ready 2022 | Cumbria County Council](#)



Crime Figures

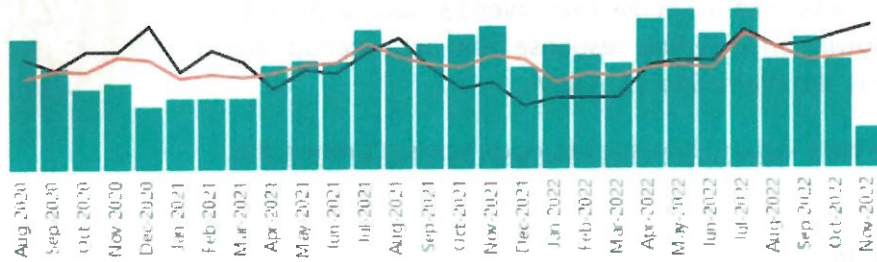
Further information can be found on [Police.Uk](#)
Click here to visit the website

Please note the data contained on [Police.uk](#) is not live time



OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	13	13	0	0.0%
Burglary	6	6	0	0.0%
Drug offences	1	0	1	0.0%
Hate Incident	0	0	0	0.0%
Miscellaneous Crimes Against Society	1	1	0	0.0%
Possession of weapons offences	3	0	3	0.0%
Public order offences	8	13	-5	-38.5%
Reported Incidents	2	0	2	0.0%
Robbery	1	1	0	0.0%
Sexual offences	5	5	0	0.0%
Theft offences	13	16	-3	-18.8%
Vehicle Offences	0	3	-3	-100.0%
Violence against the person	40	57	-17	-29.8%
Total	93	115	-22	-19.1%

● Month Total ● Previous Year ● Average Previous 3 Years



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

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

If a crime is in progress always call 999.

You can report online at <https://www.cumbria.police.uk/report-it>

Our online Live Chat function is a new service giving you an alternative way to communicate with a Police Officer in real time. [More here.](#)

You can also phone on 101.

Alternatively you can contact Crimestoppers, anonymously, on 0800 555 111.



To receive more policing news, sign up to our other area newsletters by clicking on the links below:



Visit our website



Make a report





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Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit subscriberhelp.govdelivery.com.

This service is provided to you at no charge by [Cumbria Constabulary](#).

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



Planning Applications received between 11/12/2022 - 8/12/2022

Plan ref	Location	Description of Proposed Development
7/2022/2193	Kingsway, Penrith Road, Keswick, CA12 4LJ	Alterations to existing front and rear dormers and single storey rear extension, additional window in first floor rear elevation - amended plans which remove the front dormer but leave the rear dormer intact
7/2022/2277	Glentarne, Crosthwaite Road, Keswick, CA12 5PG	Non-material amendment to planning application 7/2021/2325 (Conversion of existing adjacent garage and utility room into 1 bedroom annex containing small kitchen and shower room) to change the roof covering from Westmorland green slate to a reproduction version
7/2022/2278	21, Manesty View, Keswick, Cumbria, CA12 4JF	Two storey extensions to the existing building, raising front roof area approx. 900mm to include a hipped gable end and dormer to the side extension. Work also to include a raised patio and privacy screening.
7/2022/2286	Keswick Telephone Exchange, Penrith Road, Keswick, CA12 4JN	Installation of wall mounted support pole together with 0.3m transmission dish fixed at 6.5m and ancillary development thereto
7/2022/2292	Driftwood Cottage, Crosthwaite Road, Keswick, CA12 5PG	Proposed external alteration work to existing dwelling to include construction of a domestic garage and garden store building, and the construction of flood resistant barrier wall following approval of 7/2021/2297
<p>NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing or via email to: townclerk@keswicktowncouncil.gov.uk prior to the meeting regarding any of the planning applications on this sheet.</p>		

Decisions Received from LDNPA

Planning Decisions Received between 11/11/2022 & 08/12/2022

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
T/2022/0164	October-22	3, Shu Le Crow Gardens, Keswick	CA12 4HG	1 x Ash tree (marked as Ash in notification) - Reduce and reshape by up to 1.5m.	SUPPORT	GRANTED		
7/2021/2367	October-22	Bristowe Hill, Crosthwaite Road, Keswick	CA12 5PG	2no. local needs dwellings following the withdrawal of application 7/2021/2228	SUPPORT	GRANTED		
7/2022/2172	September-22	Alverna, High Hill, Keswick	CA12 5FB	Demolition of existing single storey extension and construction of new single storey extension to the rear of Alverna, High Hill, Keswick	SUPPORT	GRANTED		
7/2022/2190	August-22	31 Helvelyn Street, Keswick,	CA12 4EP	Alterations to existing garage changing roof from flat to pitched	SUPPORT	Withdrawn		
7/2022/2191	July-22	High Keld, Keswick,	CA12 4LR	Retention of access AP07 approved under 7/2016/2027 and 7/2020/2087 (amended scheme)	SUPPORT	GRANTED		
7/2022/2204	August-22	Proposed Hotel On Former Ravensfield Site, High Hill, Keswick	CA12 5NX	Approval of details reserved by condition of planning permission 7/2020/2039 (erection of Hotel (C1) with restaurant / bar at ground floor, together with means of access, car parking, creation of loading/ delivery bay and ancillary works), condition 5 (external lighting) install a microgeneration installation on two of the state roofs which face south east and south west. The external component will comprise up to 30 solar panels	Not received for comments	GRANTED		
7/2022/2218	October-22	Alhambra Cinema, St. Johns Street, Keswick	CA12 5AG	Proposed change of use of first and second floor levels from mixed use as managers accommodation and staff use associated with the Public House to mixed HMO use and staff use	SUPPORT	GRANTED		
7/2022/2236	Sep-22	Golden Lion Inn, 20, Main Street, Keswick	CA12 5JD		SUPPORT	GRANTED		
7/2022/2242	Oct-22	West View, The Heads, Keswick,	CA12 5ES	Erection of single-storey extension to enhance the kitchen and owners accommodation	SUPPORT	REFUSED		
7/2022/2246	Sep-22	Skiddaw Lodge, Crosthwaite Road, Keswick	CA12 5QA	Remove first floor conservatory and ground floor store below. Alterations to garage to form two storey rear extension. Re-tile and insulate existing roof. Replacement double glazed timber sash dormer windows	SUPPORT	GRANTED		
7/2022/2254	October-22	13, The Plosh, Borrowdale Road, Keswick	CA12 5DE	Replacement of ground floor and first floor sash windows and front entrance door	SUPPORT	GRANTED		
7/2022/2260	November-22	Workshop/store, Shorley Lane, Keswick	CA12 4HN	Non-material amendment to planning permission 7/2021/2081 (Change of use of grou	Not received for comments	GRANTED		
7/2022/2261	October-22	6, Grange Park, Keswick	CA12 4AY	Amendment to condition 2 (plans) on planning permission 7/2019/2270 for demolition of conservatory & porch. Addition of dining and play room extension with porch	SUPPORT	GRANTED		

KESWICK TOWN COUNCIL

TOWN COUNCIL MEETING 15 TH DECEMBER 2022

MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE

For period 10th November 2022 – 8th December 2022

Thursday 10 November	Attended Events Committee Meeting at Council Offices
Friday 11 November	Attended Armistice Day commemoration at the War Memorial, Station Road Allan Daniells also attended.
Sunday 13 November	Attended Remembrance Day Service at St. John's Church followed by Procession to the War Memorial for the wreath laying ceremony. Allan Daniels also attended.
Friday 18 November	Attended Christmas Lights switch on in Market Square introducing Local Vocals for the entertainment and Keswick Mountain Rescue for the switch on. Paul Titley chaired the management team.
Saturday 19 November	Unveiled new portrait of The Queen with Corgi as a new piece of wall art commissioned by Alan Dunn at yard entrance on St. John's Street. Artist – Paul Wilmott.
Monday 21 November	Attended Microsoft Teams meeting with Keswick Flood Action Group and CCC on behalf of Sally Lansbury. Vivien Little also attended.
Saturday 26 November	Attended Diamond Wedding Celebration for Taylor and Ann Singleton on Derwent Close organized by Alan Dunn.
Tuesday 29 November	Attended Opening Night performance of 'The Borrowers' at the invitation of Theatre by the Lake.
Friday 2 December	Attended Photographic Exhibition at Northern Lights Gallery on St. John's Street at the Invitation of Tim Fisher showing his own work.
Saturday 4 December	Attended Victorian Fayre in the Market Square
Monday 5 December	Attended Staffing Committee meeting at Council Offices.
Monday 5 December	Attended Working Group Meeting regarding Upper Fitz Park with Rod Hughes of 2030 Architects of Penrith.

Report from the North DA Parishes Member of the LDNPA – November 2022

Further to my October report about the development of a Design Code for the Lake District, I can now announce the launch of the Design Code Consultation Hub¹ on the LDNPA website. This will be the main place to find out about the design code and for the community to provide their feedback. It will continue to be updated over the next few months and will provide a facility to collect people's views. A draft version of the Code will be put out for formal consultation early in 2023, and the aim is to complete the first version of the Code around April 2023.

Turning now to business as usual, the number of planning applications for consideration by DCC this month was, at 17, the highest I have ever known. In light of this, Andrew Smith and I decided to run the meeting over two separate days on 2nd and 9th of November.

Among the papers for any meeting of DCC are decision letters on appeals. There was only one this month but it was particularly interesting because it concerned an annex that was being used for short-term holiday letting.

This was an appeal against an Enforcement Notice issued by the LDNPA. The site was a building that had a lawful use as an annex to a dwelling house. The Enforcement Notice alleged that a material change of use requiring planning permission had occurred because the building was being used for short-term holiday accommodation. The Notice required the permanent cessation of the use and imposed a period of three months for compliance.

The appeal was made under Section 174(2) of the Town & Country Planning Act, 1990. This section sets out a number of grounds on which appeals may be made against an Enforcement Notice and it is quite usual for appellants to base their appeals on more than one of them. In this case, Grounds (a), (c) and (g) were cited. Ground (g) is that the period for compliance falls short of what should reasonably be allowed. In this case, the appellants were requesting a later date for compliance in order to avoid having to cancel existing bookings. However, by the time the Planning Inspectorate had arrived at a decision, that later date had already passed. Finding no reason to extend the period of compliance further, the Inspector concluded that the appeal on Ground (g) should fail.

Ground (c) is that the matters alleged in the Notice do not constitute a breach of planning control. The appellants stated openly that the annex had been used for short-term holiday letting since 2019. However, the lawful use as an annex had come about in 2014 when planning permission had been granted, amongst other things, for works to convert a building being used as a garage to an annex providing ancillary living accommodation. The appellants pointed out that there was no condition attached to the permission that sought to control occupancy or to prevent the short-term letting of the annex to persons unrelated to those occupying the main house. On that basis, the appellants argued that no material change of use had taken place and, therefore, that no breach of planning control had occurred. However, the Inspector came to a

¹ <https://lake-district-design-code-hub-luc.hub.arcgis.com/>

different conclusion. The building was being used independently and not in a way that was functionally ancillary to the main house. The annex contained all the facilities required for day-to-day living and the character of use of it was, “as a matter of fact and degree”, unrelated to, and of a different character from, the use of the main house. Therefore, he supported the LDNPA’s view that there had been a material change of use constituting a breach of planning control and decided that the Ground (c) appeal must fail.

Ground (a) is that, in respect of any breach of planning control that may be constituted by the matters stated in the Notice, planning permission ought to be granted. In other words, had a planning application been submitted prior to the implementation of what is alleged in the Notice, permission should have been granted. Hence, the term “deemed application” is often used in relation to Ground (a) and, should an Inspector allow an appeal on Ground (a), they will grant permission (possibly with conditions) on the application deemed to have been made. In this case, the LDNPA submitted that permission should not be granted because there was a conflict with policy. Specifically, Policy 18 only supports the reuse of existing buildings for short-term holiday letting where, among other things, the building would not be suitable for local need or local affordable need housing. The Ground (a) appeal in this case, then, turns on whether the annex could be suitable for such housing. Various criteria are relevant here, and one of them is floor area. The national Technical Housing Standards set out minimum floor areas for housing. In this case, the annex had two storeys and was a one-bedroom, two-person unit. The internal floor area was slightly less than the 59.5 m² specified by the Technical Housing Standard and so it could be argued that the building was not suitable as a permanent dwelling. However, planners often consider that a lower standard of amenity is acceptable for short-term letting, so failure to meet those standards does not necessarily preclude holiday use. On this site, though, there was an attached garage which, at the time of the Inspector’s site visit, was being used as a utility room and for storage. The LDNPA argued that this could easily provide additional habitable accommodation and, therefore, that it should also be included in the floor area calculations. Doing so would increase the total internal floor area to 78.82 m², so the Technical Housing Standard for such a property would easily be met. Hence, the LDNPA argued that use of the building for holiday letting constituted the loss of an opportunity to bring forward a proposal for local need or local affordable need housing. Taking this and some other aspects of the site into account, the Inspector agreed with the LDNPA that the building could reasonably be adapted to provide viable permanent accommodation. While acknowledging that the Local Plan contains policies that seek to promote the provision of tourist accommodation in suitable places, the policies regarding housing pulled in the opposite direction in this case. He concluded that the former did not outweigh the latter here, and so the Ground (a) appeal also failed. The Inspector’s overall decision, therefore, was to dismiss the appeal and uphold the Enforcement Notice. The full decision letter can be found here².

Geoff Davies

Geoff.Davies@lakedistrict.gov.uk

² [Development Control Committee - 2 November & 9 November 2022 : Lake District National Park](#)

KESWICK TOWN COUNCIL

BUDGET ESTIMATES 2023/24

ESTABLISHMENT EXPENSES - ADMINISTRATION & ON COSTS - DRAFT

	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Expenditure:						
Salaries, Nat ins & Pension (18.6%) & Pension Deficit	107059	110339	110000	115240	4901	4.58
Payroll - Outsource Costs	309	330	324	350	20	6.47
Rent	7100	7100	7100	7100	0	0.00
Rates	0	0	0	0	0	0.00
Building Service Costs	5270	5000	6000	6000	1000	18.98
Repairs - Decorating/Carpets/Upgrades	88	500	500	500	0	0.00
Insurances	863	980	811	900	-80	-9.27
Subscriptions	869	964	904	1030	66	7.59
Conferences/Training	515	850	610	800	-50	-9.71
Stationery	860	1000	1000	1200	200	23.26
Postage	313	350	350	300	-50	-15.97
Telephone & Internet	653	700	550	1130	430	65.85
Photocopier	1725	1788	1884	1931	143	8.29
Computer maintenance/support	2181	2695	2871	3075	380	17.42
Office Equipment	283	200	200	200	0	0.00
Staff Expenses	0	200	100	200	0	0.00
Ex Employee Pension	1415	1440	1456	1496	56	3.96
Health and Safety	52	50	50	50	0	0.00
Website (Annual Fee)	240	240	240	240	0	0.00
Council Chamber/Meeting Expenditure	493	500	250	250	-250	-50.71
Telephone System - Maintenance Fee	200	200	220	0	-200	0.00
Staff Recruitment Costs	0	200	0	200	0	0.00
Total Expenditure:	130488	135626	135420	142192	6566	5.03

	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Income:						
Photocopies	0	0	0	0	0	0.00
Council chambers rental	0	20	0	100	80	0.00
Total Income:	0	20	0	100	20	0.00

To be allocated:	130488	135606	135420	142092	6486	4.97
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	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Allocation:						
General Fund - (60%)	78294	81364	81252	85256	3892	4.97
Hope Park - (20%)	26098	27121	27084	28418	1297	4.97
Fitz Park - (20%)	26098	27121	27084	28418	1297	4.97
	130488	135606	135420	142092	6486	4.97

KESWICK TOWN COUNCIL

SCENARIO A - INCLUDING RECEIVING GRANT FOR FITZ PARK FROM ABC
BUDGET ESTIMATES 2023/24

GENERAL FUND - DRAFT

	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Expenditure:						
General Administration	78294	81364	81252	85256	3892	4.78
Grants to outside bodies	18327	18000	18000	19146	1146	6.37
Christmas Lights	30730	30300	30300	30500	200	0.66
Mayors Allowance	2000	2000	2000	2000	0	0.00
War memorial	1548	1600	1600	1600	0	0.00
Townsfeld	1150	1800	1800	2800	1000	55.56
Open Spaces	1000	1000	1000	1000	0	0.00
Fitz Park - Grant from KTC (deficit)	159928	180267	170714	193574	13307	7.38
Communications	0	500	0	500	0	0.00
Audit Fee/Accounts Preparation	1830	1800	1800	1800	0	0.00
Contingency Sum	1582	5000	4000	4000	-1000	-20.00
Keswick Events (Inc. Scruffs)	5239	16630	8000	9464	-7166	-43.09
Floral displays	600	500	500	600	100	20.00
Allotments Expenditure	455	600	600	600	0	0.00
Annual Parish Meeting (inc room hire & refreshments)	285	200	100	100	-100	-50.00
Advertising	215	375	324	450	75	20.00
CCTV Annual Maintenance Cost - Police	0	3000	3500	3600	600	20.00
CCTV Annual Maintenance Cost - Moot Hall KTC	312	200	200	0	-200	-100.00
LGR Provision	0	0	0	2500	2500	0.00
Elections 2023	0	0	0	6000	6000	0.00
TOTAL EXPENDITURE:	303495	345136	325690	365490	20354	5.90

	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Income:						
Precept	273697	307054	307054	328245	21191	6.90
Grant to Fitz Park - ABC	20000	20000	20000	20000	0	0.00
Bank/Investment interest (inc War Memorial)	2	5	5	5	0	0.00
Walker Park rent	12267	12267	14130	14130	1863	15.19
Allotments income - Rent	597	600	600	600	0	0.00
Keswick Events Contributions (Inc. Scruffs)	0	5000	4500	2300	-2700	-54.00
Christmas Light Contribution	0	200	200	200	0	0.00
Townsfeld Interest	0	10	10	10	0	0.00
LGR	0	0	0	0	0	0.00
TOTAL INCOME:	306563	345136	346499	365490	20354	5.90
<i>Estimated Surplus</i>	<i>3068</i>	<i>0</i>	<i>20809</i>	<i>0</i>		

KESWICK TOWN COUNCIL

SCENARIO B - IF NO GRANT RECEIVED FOR FITZ PARK FROM ABC

BUDGET ESTIMATES 2023/24

GENERAL FUND - DRAFT

	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Expenditure:						
General Administration	78294	81364	81252	85256	3892	4.78
Grants to outside bodies	18327	18000	18000	19146	1146	6.37
Christmas Lights	30730	30300	30300	30500	200	0.66
Mayors Allowance	2000	2000	2000	2000	0	0.00
War memorial	1548	1600	1600	1600	0	0.00
Townsfild	1150	1800	1800	2800	1000	55.56
Open Spaces	1000	1000	1000	1000	0	0.00
Fitz Park - Grant from KTC (deficit)	159928	180267	170714	193574	13307	7.38
Communications	0	500	0	500	0	0.00
Audit Fee/Accounts Preparation	1830	1800	1800	1800	0	0.00
Contingency Sum	1582	5000	4000	4000	-1000	-20.00
Keswick Events (Inc. Scruffs)	5239	16630	8000	9464	-7166	-43.09
Floral displays	600	500	500	600	100	20.00
Allotments Expenditure	455	600	600	600	0	0.00
Annual Parish Meeting (inc room hire & refreshments)	285	200	100	100	-100	-50.00
Advertising	215	375	324	450	75	20.00
CCTV Annual Maintenance Cost - Police	0	3000	3500	3600	600	20.00
CCTV Annual Maintenance Cost - Moot Hall KTC	312	200	200	0	-200	-100.00
LGR Provision	0	0	0	2500	2500	0.00
Elections 2023	0	0	0	6000	6000	0.00
TOTAL EXPENDITURE:	303495	345136	325690	365490	20354	5.90

	ACTUAL 21/22	AGREED Budget 22/23	Estimated Out Turn 22/23	DRAFT Budget 23/24	£ Inc/red Agreed 22/23 to draft 23/24	% Inc/red Agreed 22/23 to draft 23/24
Income:						
Precept	273697	307054	307054	348245	41191	13.41
Grant to Fitz Park - ABC	20000	20000	20000	0	-20000	-100.00
Bank/Investment interest (inc War Memorial)	2	5	5	5	0	0.00
Walker Park rent	12267	12267	14130	14130	1863	15.19
Allotments Income - Rent	597	600	600	600	0	0.00
Keswick Events Contributions (Inc. Scruffs)	0	5000	4500	2300	-2700	-54.00
Christmas Light Contribution	0	200	200	200	0	0.00
Townsfild Interest	0	10	10	10	0	0.00
LGR	0	0	0	0	0	0.00
TOTAL INCOME:	306563	345136	346499	365490	20354	5.90
<i>Estimated Surplus</i>	<i>3068</i>	<i>0</i>	<i>20809</i>	<i>0</i>		

APPLICATIONS FOR FINANCIAL ASSISTANCE - PAYABLE MAY 2023

Grant Given 2022	Name of organisation	Nature of project	Local Cause?	Grant Requested 2023	Comments	Grant Recommended for Approval
500	Citizens Advice Alfordale	The grant will contribute towards the cost of providing advice service, information and support to the residents of Keswick by telephone, email and webchat.	Y	£500		£500.00
0	Crothwaite Church, Keswick (St Kentigern's)	Fixed cycle rack with 3 stands for up to 6 bikes to be located outside Crothwaite Church to provide storage, to encourage cycling as a more environmental option and reduce traffic in town and on local streets.	Y	£325		£325.00
5825	Keswick Community Emergency Recovery Partnership (KCEPRP)	To support the annual running costs of KCEPRP for the financial year October 2022 - September 2023	Y	£5,825		£5,825.00
0	Keswick Cricket Club	To pay for a vital piece of equipment namely a seaffiler cassette for Dennis Mower		£1,520		£500.00
0	Keswick in Bloom	Purchase of plants & bulbs for planters, replacing any damaged shrubs in beds under KIB care, erecting the fence/trails at the underpass, top soil for the underpass, purchase planting materials, fertilizer, compost etc, tree work and hedge trimming, purchase of 2 sets of liners for the mangers on Bell Close		£3,290		£2,750.00
1500	1st Keswick Scouts Group	To pay for insurance premium for the centre and equipment	Y	£1,500		£1,500.00
0	1st Keswick Scouts Group	Replacement of Adhest Hut	Y	£1,000		£500.00
0	Keswick SWIFTS	To cover 'Our Way Forward Project' and 'Start - Up Coats for Keswick SWIFTS	Y	£741.48	Keswick Swifts was initiated in May 2022. It now comprises some 12 people. Our Way Forward will require start - up funding, to buy the goods and services to enable the group to act effectively. This is the first application for funding, no funds at present, if unsuccessful or only partly successful, they will approach other funding bodies such as Rotary Club and Keswick Lions. Start up costs will include to set up a site and annual charge for web hosting.	£250.00
0	Keswick Tourism Association	Tourism Forum - October 2023	Y	£500	Free of charge event, primarily aimed at tourism and hospitality business but open to all with range of speakers covering topics that are relevant and of interest to the tourism economy.	£0.00
1666.65	Keswick Youth Centre Services	To cover the cost of venue hire for Youth Club and for insurance cover.	Y	£9,605.00	Keswick Youth Club continues to meet at Kong Adventure and from September 2022 will run 3 sessions per week (one for group at a cost of £50 and two sit groups at £140 per week). The total accommodation cost for running three sessions per week in term time is £7,600 (40 weeks x £190 per week)	£3,605.00
600	St Herbert's CE Primary and Nursery School	To cover the cost of staffing the playgroup for the period January - August 2023 (£1,391) and to cover the cost of resources (£200)	Y	£1,591.00	St Herbert's School has run a fantastic playgroup for the last 2 years. Grant would cover the cost of the playgroup so it would be free for any children and parents to attend. We would like to use some of the grant to expand our range of toys.	£1,391.00
0	St Herbert's CE Primary and Nursery School	£399 to cover the cost of one reading shed - Cozy Direct and £59.99 for wooden crates - Cozy Direct	Y	£458.99	The project involves having an easily accessible storage shed outside the classroom containing age appropriate books	£0.00
2500	Theatre by the Lake	To work with young people and support for voluntary organisations in Keswick	Y	£3,500		£2,000.00
			Total Requested	£24,416.47	Total	£19,146.00
					EMERGENCY CONTINGENCY	0
					AMOUNT IN KTC BUDGET	£19,146.00
					TO BE FUNDED FROM OTHER SOURCE	£558.99

£200 to be funded from other source
Full amount to be funded from other source

Keswick Town Council– Suggested Schedule of Charges – 2023 AGENDA ITEM 14.

Current Charges

Description of Charge	Charge
Hire of Council Chamber	£15 per hour + VAT
Notes	Free of charge for local voluntary groups (Keswick in Bloom, Suskes, U3A, Keswick Tourism Association and KCERP) Hire available Monday to Friday – building opening hours only

Description of Charge	Charge
Photocopying Charges – KIB, KTA and KCERP	5p per copy - A4 Black & white 10p per copy – A4 Colour 10p per copy – A3 Black & white 15p per copy – A3 Colour

Description of Charge	Charge
Photocopying Charges – Members of the Public	10p per copy - A4 Black & white 20p per copy – A4 Colour 20p per copy A3 – Black & white 30p per copy – A3 Colour

Description of Charge	Charge
Hawthorns Allotment Rent	£60 per annum per plot
Notes	10 plots located in the field at the top of the Hawthorns

Suggested Charges in blue text

Description of Charge	Charge
Hire of Council Chamber	£15 per hour + VAT
Notes	Free of charge for local voluntary groups only e.g., Keswick in Bloom, Suskes, KCERP etc. Charges to be applicable to all other groups/businesses (membership, non-voluntary, private sector, local businesses etc.) e.g., U3A, Keswick Tourism Association etc Hire available Monday to Friday – building opening hours only

Description of Charge	Charge
Photocopying Charges – TO ALL	10p per copy - A4 Black & white 20p per copy – A4 Colour 20p per copy A3 – Black & white 30p per copy – A3 Colour

Description of Charge	Charge
Hawthorns Allotment Rent	£60 per annum per plot
Notes	10 plots located in the field at the top of the Hawthorns

The above to be introduced as from either 1st February or 1st March 2023.

Keswick Town Council Climate Change Action Plan, December 2022

When Keswick Town Council declared a Climate Emergency in July 2019, we agreed to establish an Environment Working Group. All Councillors have committed to a target to become carbon neutral in our activities by 2030 and members have agreed to focus on reducing GHG emissions, improving biodiversity and protecting the oceans through waste reduction and cleaner streets.

There have been regular updates from the group on their work and these areas of work plus subsequent agreed actions are now tabulated below to form an initial draft action plan, as proposed at the Keswick Town Council meeting of 15 July 2022.

There have been many changes in the three years since Keswick Town Council declared a Climate Emergency, including a growing awareness of the issues and changes in Council membership. With further changes likely in May, the Environment Working Group is now recommending that both the Keswick Park Trusts and Keswick Town Council schedule a review of the Climate Change Action Plan at six monthly intervals with automatic inclusion on the agendas. Environmental impacts cross over all areas of work and going forward, there is considerable benefit for all Trustees and Councillors to be involved.

Attached to this document is the Draft Keswick Town Council Climate Change Action Plan, dated December 2022.

Recommendations:

1. Council accepts the Climate Change Action plan and agrees future actions proposed by the Environment Working Group
2. Council agrees to add a review of the Climate Change Action Plan to agendas at six monthly intervals. Input and suggestions are made at these periodic review points by Councillors, Clerk, RFO and Parks Manager and approved by Council or Trust as appropriate.

This will ensure that information is shared with all council members and the public and gives us a strong reporting framework going forward.

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	Events Committee Parks Manager Parks Trustees Town Council	6 May 2023 24 and 25 June 2023
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 Introduced a Code of Conduct which prohibits the use of single use plastics at Council Festivals and Events and by third parties using our Parks	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/>

Keswick Tourism Association **Chair's Annual Report for KTC**

Peter Walter November 2022

Market assessment

The last few years have been incredibly volatile so most comparisons below are between this year and 2019 – the last 'normal' pre-covid year.

- Across a standard group of attractions monitored by Cumbria Tourism, visitor numbers fell by 16% in the eight months to August 2022 compared to the same period in 2019. 670,000 visitors in 2019, compared to 558,000 in 2022.
- In the same period, visitors to Tourist Information Centres fell by nearly a third from 447,300 in 2019 to 308,000 this year.
- In the Cumbria Tourism Business Survey 73% of business reported recruitment problems with 25% of roles un-filled.
- While many businesses expect to shrink in 2023 the longer-term future looks more promising, with the majority expecting to grow over the next five years.
- Visitors to the Lake District in 2022 are younger and more ethnically diverse than in 2019. 65% of visitors in 2022 were between 25 and 59, up from 45% in 2019. 16% of visitor groups included someone from an ethnic minority, compared with 2% in 2019.
- Half of all visitors came as part of a couple, and 35% in a three or four-person group. Larger groups of ten or more are very rare.

Finance

- The ongoing decline in membership of the KTA continues to place a strain on our financial position, with us running a small deficit in the last Financial Year.
- Growing membership and income continues to be the priority for staff and Directors.

Keswick Accommodation bookings

- Bookings on InnStyle – the booking portal included in our Premium membership package - has seen bookings surge this year. The total value of bookings has increased by 40% from 2019.
- In the 12 months to November 2022 £2.77 million worth of rooms were booked through InnStyle, compared with £1.97m in 2019. This is largely driven by a growth in bookings via member's own websites - suggesting businesses are getting more effective at driving business directly to their home page.

KTA Membership

- The number of members has fallen again this year.
- We currently have 233 members compared with 250 this time last year, and 278 the year before that.
- This year we launched a much simpler pricing policy, replacing 23 different price points and a complex range of services, with just two levels of service and two prices: Standard and Premium. This has made our offering easier to understand and more compelling. All our existing members were successfully moved onto the new system.
- We have also created a much more compelling description of what we offer on the website and on materials sent to potential members.

Marketing activity

- Our website continues to be used by huge numbers of people. It received nearly two and a half million page-views in the last year, in over one million sessions.
- This year we have carried out a refresh of the Home Page creating a cleaner more impactful look, with the addition of stunning rolling video – showcasing the best of local scenery.
- Demand for our monthly newsletter has grown 75% in the last two years, and it is now sent out to 26,500 people. 'Open' and 'click-through' rates continue to be excellent showing we have a very engaged readership.
- Our social media presence continues to grow a-pace and will become more and more important in the coming year.
 - c5,000 Instagram followers (growing 100-200 per month)
 - c25,000 Facebook likes a month.
 - 150,000 – 200,000 Facebook reach.
- 20,000 copies of our printed A4 guide were distributed to visitors nationally and internationally by post, as well as at key locations around Cumbria, the North West and North East.
- 135,000 copies of our 1/3rd A4 leaflet were distributed throughout Cumbria, the North West and North East.
- We appeared in the Keswick Reminder 17 times as well as Cumbria Crack, News and Star and two appearances on Radio Cumbria. Vanessa will also feature in Escape to the Country airing next year.

Staffing

- In May we were sorry to say goodbye to Karen who had worked for the KTA for a total of 16 years. We are delighted that she hasn't left completely and now generously volunteers in the office a few days a month.
- After Vanessa valiantly worked alone for 18 weeks, in October we were delighted to welcome Becky to the team, and we go into next year back to full strength.

KTA Tourism Forum

- The KTA Tourism Forum was a first for us, and saw over 50 people and 18 speakers attend a day-long event at the Pencil Factory.
- Billed as a day of 'ideas, insight and inspiration' it featured a wide range of speakers covering subjects from staffing issues in hospitality to bog restoration.
- Feedback was universally positive and it is certain to be a regular feature.
- The event featured four times in the Reminder.
- As well as being extremely useful for attendees, it has also been highly effective at boosting our presence and reputation, and has led to many key businesses becoming members.

Sustainability

- Keen to promote sustainable tourism as much as we can, we have been promoting things like walks from Keswick using buses and boats, bike hire and e-bikes, as well as highlighting how accessible Keswick is by train and bus.
- Our 2023 printed guide has sustainability as its main theme.

Networking with other groups.

Throughout the year Vanessa attends meetings held by Cumbria LEP, Keswick Town Council Events Committee, Cumbria wide Tourism Officer Forum, Lake District National Park, KMF Liaison Group, Keswick Ministries Liaison Group, Allerdale Borough Council and Cumbria Tourism. This ensures the KTA is updated on a wide range of issues and that Keswick is represented in these forums.

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

KESWICK TOWN COUNCIL

Minutes of the meeting of Keswick Town Council Events Committee held in Council Chamber, Town Hall, Keswick on **Thursday 20 October at 11.00 a.m.**

Present: Councillor D Burn (DB)
 Councillor A Dunn (AD)
 Councillor Steve Harwood (SH)
 Councillor Tony Lywood (TL) (Chair)
 Vanessa Metcalfe (Keswick Tourism Association) (VM)
 Claudia Walker (Keswick Scouts and Guides) (CW)
 David Quainton (Keswick Rotary) (DQ)
 Chris Harper (Podgy Paws) (CH)
 Mary Elliot (Theatre by the Lake) (ME)
 Phil Byers (Allerdale Borough Council) (PB)
 Ania Mlynczak (Admin and Financial Assistant) (AM)
 Vivien Little (Town Clerk) (VL)

25. Election of Chairman

RESOLVED that Councillor Lywood be appointed as Chair for this meeting.

26. Apologies

Apologies for absence were received from Councillors Forsyth and Titley, as well as Dave Roberts (Keswick Lions).

27. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the minutes of the Events Committee Meeting held on the 14 August 2022 (page 6-7).

28. Christmas Lights 2022

PB gave an update that market stalls would be told of the requirements to use compostable materials, and that they should be using biodegradable plastic.

There would be a trial of the projection on to the Moot Hall, and all Councillors would be invited to view this.

The Rotary event at Packhorse Court would begin at 4.45pm, then move to the Market Square

RESOLVED that the advert designed to promote the Christmas Lights be agreed.

29. Coronation of King Charles III

The suggestion was brought forward that a big screen be hired and placed in Fitz Park for the Coronation day, to build a 'street party' atmosphere. CW offered the use of marquees for the event, which was agreed.

A programme of Events could be developed for the day to fill in the time before and after the Coronation itself, to be decided further

RESOLVED that the proposal to have a big screen in Fitz Park to show the Coronation be accepted, and that a programme of events could be developed once more information was known.

30. 2023 Events

Scruffs planning was progressing, and the Pop and Prom would be looked at in more detail after Christmas.

31. Date of next meeting

The date of the next meeting will be Thursday 10 November at 10.30am.

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'

32. Christmas Lights 2022

RESOLVED that the quote for advertising the event not be pursued.

33. Coronation of King Charles III

RESOLVED that the quote for the hire of equipment for the day be accepted, and pay for out of earmarked reserves for National Events.

The meeting ended at 11.25 p.m.

Chairman

Date