

**KESWICK TOWN COUNCIL**  
**SEVEN PRINCIPLES OF PUBLIC LIFE**  
**Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty - Leadership**

**Council Offices**  
**50 Main Street**  
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10<sup>th</sup> March 2023

A meeting of Keswick Town Council to be held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick on Thursday 16<sup>th</sup> March 2023 at **7.00 p.m.**

Yours sincerely



**Vivien Little**  
**Town Clerk**

**A G E N D A**

- 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 Thursday 16<sup>th</sup> February 2023 (pages 45-48).
- 3. 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.
- 4. 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*

**5. Police Report**

To receive the newsletter of the Allerdale Rural Neighbourhood Policing Team. PCSO Liam Forrester will be in attendance to answer questions from Councillors.

**6. Solar Made Easy Project**

To receive a presentation from Molly Hogg from Cumbria Action for Sustainability about their 'Solar Made Easy' project.

**7. 13 Valleys Ultra Race**

Colin Murphy, Event Director for 13 Valleys Ultra Race will be in attendance to answer questions from Councillors regarding this event, as requested at the February Town Council meeting.

**8. 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.

**9. 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.

**10. 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 at the meeting)
- ii) To receive update on National Park Planning Decisions (enclosed)

**11. Mayor's Report**

To receive details of the Mayor's engagements and meeting attendance for the period 10<sup>th</sup> February 2023 – 9<sup>th</sup> March 2023.

**12. 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 Representative
- iv) Lake District National Park Authority North Distinctive Area Parishes Representative

**13. Annual Review of Effectiveness of Internal Financial Controls**

To receive the report from the Responsible Financial Officer.

**14. Council Tax Base Confirmation**

To receive the report from the Responsible Financial Officer.

**15. Payment of Accounts**

To confirm the payment of accounts for March 2023 as approved by the Inspection Committee (to be circulated at the meeting) for:

- i) The Town Council
- ii) The Trusts

**16. Clerk's Report**

To receive the report from the Clerk.

**17. Keswick to Threlkeld Trail lights**

To receive a report from Councillor Burn.

**18. Visitor Management Working Group**

To receive the report from the Clerk.

**19. Minutes**

- i) To receive for information the notes of the Keswick Ministries Town Liaison Forum from Tuesday 14 February 2023.

**20. Keswick Flood Action Group**

To receive an update from Councillor Titley.

**Prior to consideration of the following business, the Chairman will move the 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'*

**21. Christmas Lights**

To receive a report from the Responsible Financial Officer.

To: All Councillors, Press, Police

**KESWICK TOWN COUNCIL**  
**SEVEN PRINCIPLES OF PUBLIC LIFE**  
**Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty - Leadership**

Minutes of the meeting of Keswick Town Council held on Thursday 16<sup>th</sup> February 2023 at the Council Chamber, Town Hall, Keswick at 7.00 p.m.

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**Present:**

**Chairman**  
Councillor Steve Harwood

<b>Councillors</b>		
David Burn	Allan Daniels	Alan Dunn
Louise Dunn	Duncan Miller	Jean Murray
Paul Titley	Peter Walter	

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

**188. Apologies**

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

**189. Minutes**

**RESOLVED** that the Chairman be authorised to sign as a correct record the minutes of the Town Council meeting held on Thursday 19<sup>th</sup> January 2023 (pages 41-44).

**190. Requests for Dispensations**

The Clerk reported that no requests for dispensations had been received.

**191. Declarations of Interests**

No declarations of interest were made at this meeting.

**192. Police Report**

**RECEIVED** the newsletter of the Allerdale Rural Neighbourhood Policing Team.

**193. Matters to be received from the Public**

No matters were raised by members of the public at this meeting.

**194. Matters to be raised by Councillors**

Councillor Daniels shared a letter which had been written by Keswick Community Housing Trust which they were sending to Trudy Harrison MP, and had asked for Keswick Town Council's support in this matter. This was relating to the issue of shared ownership houses and changes Homes England have made to the programme, where they are no longer permitted to provide grant funding for shared ownership properties which are protected by a S106 agreement, unless in a rural area with a population of less than 3,000. This is against the approach taken by the Lake District National Park Authority, who use s106 agreements to ensure local occupancy.

Councillor Murray informed members that KCERP had appointed a new Project Manager. She also informed members that she had been involved with setting up a Community Food Hub, which will be based in the library. She informed members that approximately 10% of the population of Keswick were on some kind of benefit, and that increasingly groups are being approached by those who are not on benefit. The key point was that it was not a food bank, and anyone within the CA12 area will be able to

use it. It will cost £2 to use it, though if a user cannot afford it, that will be fine. Likewise, if people wished to put in more, they can. Keswick Town Council would do what they could to advertise this facility.

#### 195. Applications for Development

- i) **RESOLVED** that the following observations be submitted to the Lake District National Park Authority (Action – RFO)

Plan. ref	Description of Development Location, Comments, Recommendation
T/2023/0010	<p>Fell 1 Conifer tree 1 Archway House, Borrowdale Road, Keswick, CA12 5DD <i>Object – in the absence of an arboricultural report, we consider the reasons for removal of this tree in the conservation area are not sufficient to justify its loss.</i> <b>OBJECT</b></p>
7/2022/2287	<p>Proposed dormer extension 16 , Ratcliffe Place, Keswick, Cumbria, CA12 4DZ <i>Object – we are aware that there are examples on nearby properties where flat roof dormer extensions have been incorporated but in each case it results in a loss of character. There are none in this terrace and as it is in the Conservation area we consider it would have a detrimental impact of the character of the area particularly if this set a precedent for others to follow.</i> <b>OBJECT</b></p>
7/2022/2319	<p>Demolition of existing garage and creation of garden room on same foot print 2 , Manor Park, Keswick, Cumbria, CA12 4AA <i>No comments made.</i> <b>SUPPORT</b></p>
7/2023/2001	<p>Change of use of bed and breakfast to self catering holiday letting accommodation 19, Church Street, Keswick, CA12 4DX <i>Support – the applicants in their covering letter indicate an intention to remain in the property providing on site management, however this is not clarified on the application form. We would support this application only if on site management is retained and request a condition on any permission granted that this agreement is maintained.</i> <b>SUPPORT</b></p>
7/2023/2004	<p>Creation of an additional off street parking space within the curtilage of the dwelling 2, Glebe Close, Keswick, CA12 5QQ <i>No comments made.</i> <b>SUPPORT</b></p>
7/2023/2005	<p>Proposed internal alterations, new pitched roof over existing flat roofs, with extended raised patio to rear 36 , Lakeland Park, Keswick, Cumbria, CA12 4AT <i>No comments made.</i> <b>SUPPORT</b></p>

- ii) **RECEIVED** update on National Park Planning Decisions.

**Councillor A Dunn arrived at 7.27pm**

**196. Mayor's Report**

**RECEIVED** details of the Mayor's engagements and meeting attendance for the period 13<sup>th</sup> January 2023 – 9<sup>th</sup> February 2023.

**197. Reports from Ward Representatives**

**RECEIVED** reports from the following representatives:

- i) Allerdale Borough Council Ward Representatives – Councillor Daniels reported that the last full meeting of Allerdale Borough Council would take place on 1<sup>st</sup> March 2023. Councillor Campbell-Savours reported that CCTV had been installed at the Otley Road waste sit. Allerdale BC were also cracking down on businesses which were not registered for trade waste.
- ii) Cumbria County Council Ward Representatives – No update given.
- iii) Cumberland Council – Councillor Campbell-Savours gave an update on the options appraisals which had been performed in relation to the future of the Leisure Centre. There was still a long way to go, and it was up to Keswickians to ensure that Cumberland Council knew how important it was. Councillor Campbell-Savours also reported that he had had a meeting with representatives of Barclays Bank regarding the closure of the branch, and what arrangements were being made moving forward.
- iv) Lake District National Park Authority North Distinctive Area Parishes Representative.  
**RECEIVED** the report from Dr Geoff Davies, Lake District National Park Authority North Distinctive Area Parishes Representative.

**198. Code of Conduct**

**RESOLVED** to adopt the new Code of Conduct.

**199. Townsfield**

Consideration was given to the report from the Clerk.

**RESOLVED** that the proposed work go ahead, with a budget of a maximum of £3,500 to be taken from general reserves (Action – Clerk).

**200. Clerk's Report**

Consideration was given to the report from the Clerk.

**RESOLVED** that:

- i. The proposed letter be sent to the Lake District National Park (Action – Clerk); and
- ii. Quotes be obtained for bunting and flags for Market Square to celebrate the Coronation of King Charles III, and items purchased, up to a maximum of £2,000 to be taken from the Events Reserves Fund (Action – Clerk).

**201. Payment of Accounts**

**RESOLVED** that the payment of accounts for February 2023 as approved by the Inspection Committee be authorised for payment (Action – RFO) for:

- i) The Town Council, vouchers
- ii) The Trusts, vouchers

**202. Consideration of establishing an Aire in Keswick**

Consideration was given to the following motion from Councillor Titley:

*Keswick Town Council and Keswick Tourism Association should jointly investigate the benefits of establishing an 'Aire' in Keswick to accommodate short overnight stays by Motorhomes / Campervans.*

**RESOLVED** that Councillors Titley and Walter do more research into this matter, and bring it to a future Town Council meeting (Action – Councillors Titley and Walter).

**203. Quarterly Budgets**

**RECEIVED** for information the quarterly budget comparisons.

**204. Annual Risk Management Assessment**

**RECEIVED** the report of the Responsible Financial Officer.

**205. Review of Internal Control and Audit**

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

**RESOLVED** that Councillors Burn and Daniel undertake the annual Review of Internal Control and Audit (Action – Councillors Burn and Daniels).

**206. Bank Account Considerations**

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

**RESOLVED** that the two named bank accounts be closed and the monies transferred to the appropriate accounts (Action – RFO).

**207. Visitor Management Working Group**

**RECEIVED** an update on the activities of the Visitor Management Working Group.

**RESOLVED** that the Clerk write a letter of support to Ernie Davidson at Allerdale Borough Council in his efforts to obtain funding for toilets at the start of the Keswick to Threlkeld trail (Action – Clerk).

**208. Reports from Representatives on Outside Bodies**

- i) **RECEIVED** the report of Keswick Youth Centre – Councillor Adam Paxon. Phil Roberts from Keswick Youth Centre was in attendance to give a further update.

**209. Policies**

**RESOLVED** that the Safeguarding Policy be adopted.

**210. Correspondence**

**RECEIVED** correspondence from 13 Valleys Ultra regarding a new trail running event.

**RESOLVED** that the Clerk contact the organisers and request that they come to speak to Town Councillors about this event (Action – Clerk).

**Prior to the following business the Chairman will 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'*

**211. Clerk's Report**

Consideration was given to the report of the Clerk.

**RESOLVED** that:

- i. The Freedom of Keswick be granted to Kerry Irving, to be given at a special meeting of the Council prior to the April Town Council meeting (Action – Clerk); and
- ii. No further action be taken regarding this matter at this time.

The meeting closed at 8.52 p.m.

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Chairman

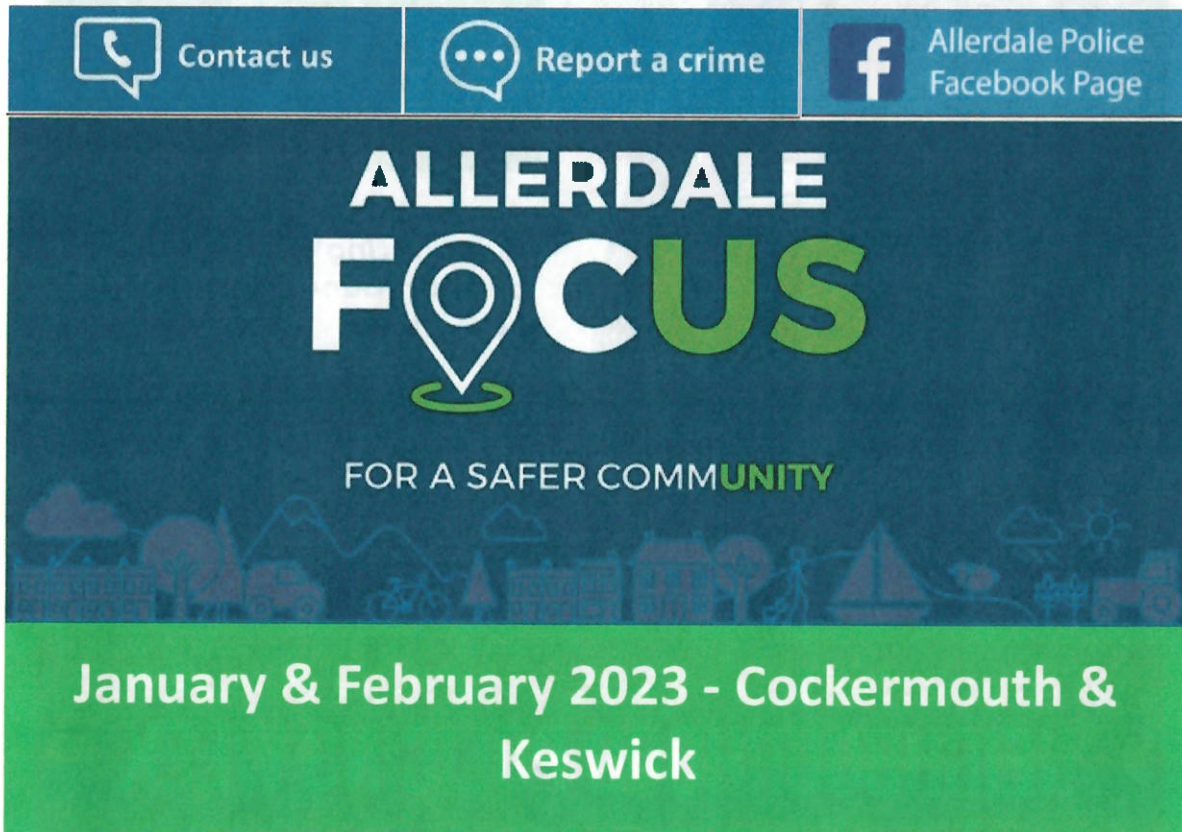
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Date

**Ania Mlynczak**

**From:** Cumbria Police <CumbriaPolice@public.govdelivery.com>  
**Sent:** 15 February 2023 18:01  
**To:** Ania Mlynczak  
**Subject:** January & February 2023 - 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 navigation 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 integrated into the 'O' of 'FOCUS'. Below this, it says 'FOR A SAFER COMMUNITY' in white. The bottom green bar contains the text 'January & February 2023 - Cockermouth & Keswick' in white. The background of the banner includes faint icons of houses, trees, a bicycle, and a boat.

In this month's newsletter we will be covering the work carried out across January and February, as well as the work we did for the Neighbourhood Policing Week of Action (23 – 27 January)

The week of action was aimed to highlight the work carried by our teams all year long and help prevent crime and anti-social behaviour.

Our neighbourhood policing teams work throughout the year to support the communities they serve by tackling the issues and concerns that matter to them.

Crime and anti-social behaviour can have a detrimental and lasting impact on not only those directly affected, but also the wider community. Our officers and PCSOs work tirelessly with communities and partner agencies to ensure residents and businesses receive the best possible local policing service.

***Inspector Pete Aiston***





*As your local neighbourhood policing inspector, I lead a team of officers and PCSOs to address issues affecting the Allerdale community.*

*Community reporting is essential for us to direct our resources to address the issues occurring.*

*Across this week we will be highlighting the work we do all year round within the community*

**Inspector Peter Aiston  
Allerdale Neighbourhood  
Policing Team**



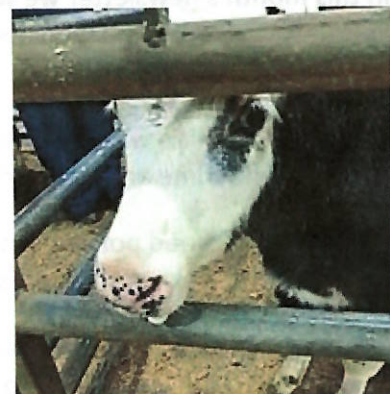
## **Community engagement**

### **Cockermouth Auction Mart**

PCSO Kerry Harris attended the Auction Mart in Cockermouth to provide rural crime prevention advice.

Kerry spoke with a great number of farmers and local residents.

Even the animals were interested in what Kerry had to say!



### **Keswick Community drop in & Library**

PCSO Megan Jones visited Keswick Community Drop-In and Keswick Library on 27 January to engage with local residents on any concerns they held.

Megan often conducts such visits to meet people and understand how the local policing team can support them with any concerns they may have.

Megan also conducted foot patrol in the town centre speaking with local business representatives, as well shoppers and visitors.



### Anti-social behaviour

PCSO Clare Parker conducted a street safe letter drop on 11 January in the area of Kirklea and Little Broughton following an ongoing issue reported to police of anti-social behaviour.

Following this Clare made contact with the informant and done a rescore of the Anti-Social Behaviour Risk Assessment (ASBRA) questions.

Addition advice and support has been given and sign posting to Age UK groups and other groups that are on offer in the area.

Clare has also arranged for a joint agency visit with Home Group to speak with the residents in the area, so they can address any parking issues and concerns in the area and try and resolve any anti-social behaviour.

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### Crime prevention visits

#### **Vulnerable person**

PCSOs Clare Parker and Pete Nichol on 20 January conducted a crime prevention visit to a vulnerable person in Cockermouth.

The visit was to provide some reassurance and support. Pete and Clare are liaising with the community safety team to assist with some lighting issues through their funds.

Pete and Clare also made the individual aware of other support available via groups in the area.

#### **Fern Bank**

PCSO Clare Parker has also conducted a crime prevention visit following a burglary at a property on Fern Bank, Cocker mouth. Advice was given to the occupants and a Community Safety referral submitted.

You can find burglary advice here - [Home and Garden Safety - Cumbria Constabulary](#)

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## School talks

PCSO Clare Parker has visited a number of schools over January to educate young people on thin they can do to keep themselves safe.

On 16 January Clare visited Broughton School to discuss road safety having been contacted by the school following concerns that pupils were using scooters and bikes without helmets. Clare discussed with the children the importance of wearing a helmet and other things they can do to keep themselves safe.

On 7 February Clare visited Fairfield School to conduct a talk to parents and students in relation to keeping safe online.

We provided lots of advice and support was also given to parents on how to keep their child safe whilst they are online.

You can find advice and support on the following sites:

- [Parents and carers | CEOP Education \(thinkuknow.co.uk\)](#)
  - [Keeping children safe online | NSPCC](#)
  - [Parents and Carers - UK Safer Internet Centre](#)
- 

## PACT (Police And Communities Together) survey - results

Thank you for the responses to the recent survey in relation to the Cocker mouth area. The data has been analysed and no patterns have been identified.

The survey was supplemented with high visibility foot patrol by the local PCSO delivering posters to promote the survey to local business premises on 17 January.

Our local officers will continue to address anti-social behaviour, crime and disorder in your area and encourage the local community to continue to report any incidents.

You can report online at [www.cumbria.police.uk/report-it](http://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. For more information, please visit [www.cumbria.police.uk/report-it/101-live-chat](http://www.cumbria.police.uk/report-it/101-live-chat)

If a crime is in progress always call 999.

You can also phone 101.

Alternatively you can contact Crimestoppers anonymously on 0800 555 111.


## Cadet Open evenings

Our first Cadet open evenings are running on the below dates.

These will work on a drop-in basis and are open to any child aged 13-17 years who is interested in joining Police Cadets. Children must attend with a parent/guardian who is over 18 years. You will be able to meet & speak to current cadets & cadet leaders and ask any question you may have.

Please register your interest here <https://forms.office.com/e/P5bAUTqsDg>.

Cadet recruitment will be opening on Monday 3rd April 2023. Keep an eye on our social media & Cumbria Police website for further details.

A poster for Police Cadet Open Evenings. The background is a dark blue image of several police cadets in high-visibility jackets standing in a line. The text is in white and yellow. At the bottom, there are two logos: the VPC logo and the Cumbria Police crest.

**Police Cadet Open Evenings**  
The recruitment evenings will be happening on the below dates and will run between 6pm - 8pm:

**Monday 20th March**  
Kendal Cadets at Kendal Police Station

**Tuesday 21st March**  
Barrow Cadets at Barrow Police Station


**Tuesday 21st March**  
Workington Cadets at Workington Police Station

**Wednesday 22nd March**  
Penrith Cadets at HQ

**Thursday 23rd March**  
Carlisle Cadets at Carlisle Police Station

Open to any child aged 13-17 years who is interested in joining cadets.  
Children must attend with a parent/guardian.

VPC





The Government launched StreetSafe, as an online tool to allow people to flag places where they have felt unsafe, and describe factors that caused them concern, including anti-social behaviour or environmental reasons.

This can range from poorly paths to public harassment, these are then raised with the us whether or not a crime has been committed.

We will work with partners to address any issues raised.

If there are any public areas where you feel unsafe due to environmental issues e.g. poor street lighting, abandoned buildings, vandalism etc. please report these here - [StreetSafe | Police.uk \(www.police.uk\)](https://www.police.uk/streetsafe)

**Please note 'StreetSafe' is not for reporting crime or incidents.**

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### Join us!

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.



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

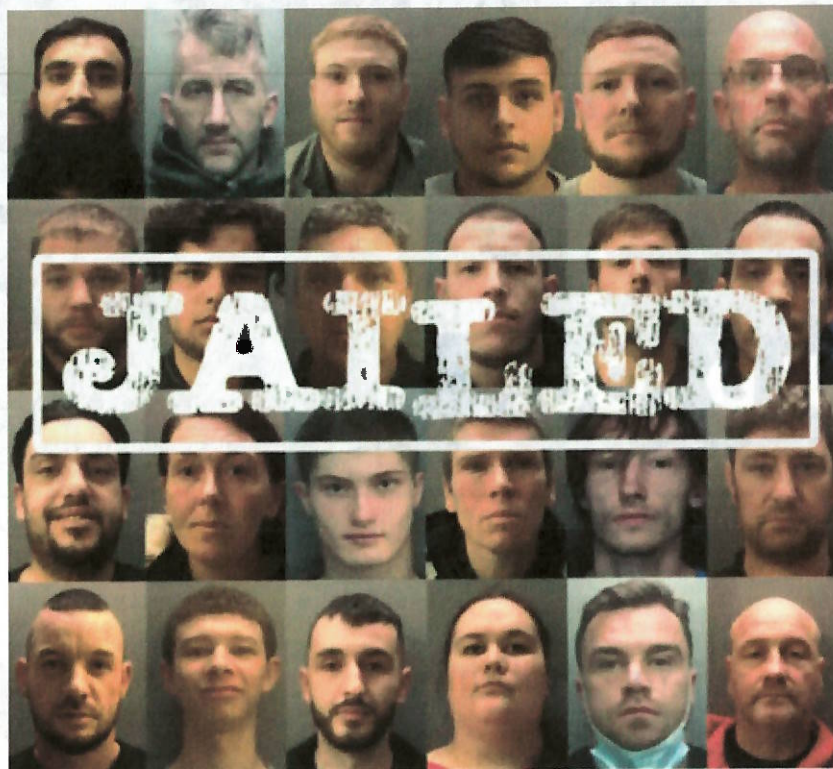
### Operation Alliance protects Cumbria against serious and organised crime

Cumbria Constabulary today reveals the scale of the work underway to protect the county against serious and organised crime.

Drugs criminals, online offenders and those exploiting the vulnerable were among those caught and jailed in the last year after departments across the constabulary worked to keep the streets safe and deter and solve crime.

Officers also joined forces with other law enforcement and partner agencies dealing with the world of serious and organised crime throughout the year.

This work is carried out under the banner of Operation Alliance and will continue throughout 2023. [Read more here.](#)



To report a crime, call  
Crimestoppers: 0800 555 111  
Police: 999

To report online:  
Police: [www.cumbria.police.uk/report-it](http://www.cumbria.police.uk/report-it)



### Arrests made in week of action by Cumbria's Cyber and Digital Crime Unit

Three people have been arrested at various locations around the county following a week of action by Cumbria Constabulary's Cyber and Digital Crime Unit.

Detectives also seized 19 digital devices suspected to contain indecent images of children and made contact with a number of potential victims to ensure their safety.

The team undertook numerous enquiries with key witnesses and carried out a further suspect interview.

Officers in the specialised unit work all-year-round to deal with online offending and to help and safeguard those at risk of being exploited. [Read more here.](#)





## PCSO joins partners to support neurodiverse communities

Police Community Support Officer (PCSO) Pete Nichol is continuing to use his lived experience to support neurodiverse communities.

Pete has been diagnosed with Autism, ADHD, Dyslexia, a Chromosome disorder, and traits of OCD and uses his diagnosis to support others.

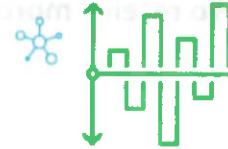
Working together the partnership of Cumbria Police, Beacon Hill school and the Allerdale & Copeland Autism Support group, bring together knowledge from all three agencies to help young people through any difficulties that they may be having and work together to provide support. [Read more here.](#)



## Crime Figures

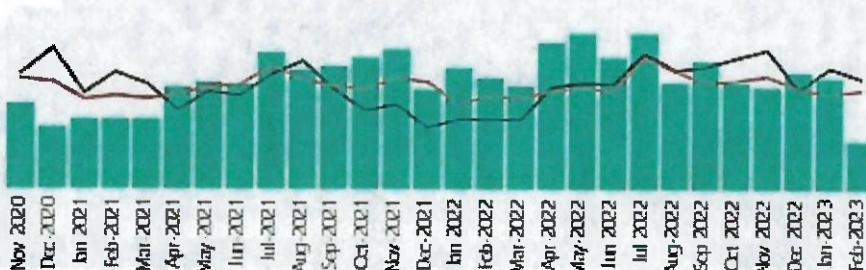
Further information can be found on [Police.Uk](https://www.police.uk)  
Click here to visit the website

Please note the data contained on [Police.uk](https://www.police.uk) is not live time



Offence Group	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	9	18	-9	-50.0%
Burglary	1	4	-3	-75.0%
Drug offences	2	5	-3	-60.0%
Hate Incident	0	0	0	0.0%
Miscellaneous Crimes Against Society	4	1	3	300.0%
Possession of weapons offences	2	0	2	0.0%
Public order offences	7	11	-4	-36.4%
Reported Incidents	2	2	0	0.0%
Robbery	0	0	0	0.0%
Sexual offences	5	5	0	0.0%
Theft offences	12	16	-4	-25.0%
Vehicle Offences	0	3	-3	-100.0%
Violence against the person	53	41	12	29.3%
<b>Total</b>	<b>97</b>	<b>106</b>	<b>-9</b>	<b>-8.5%</b>

● 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.



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



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

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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 10/02/2023 - 09/03/2023**

Plan ref	Location	Description of Proposed Development
T/2023/0023	Rear of 10-17 Calvert Way, Keswick, CA12 4NQ	Crown lift to 2-5m Mixed broadleaves, 2 common lime. 1 sycamore and 1 European larch. Crown reduction of 6m 1 Norway maple. Crown lift and thin by 20% 1 Common lime.
7/2023/2017	21, Manesty View, Keswick, Cumbria, CA12 4JF	Non-material amendment to planning application 7/2022/2278 (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) for alteration of 3 no. window locations on the proposed side elevations
7/2023/2024	The Workshop, Helvellyn Street, Keswick, CA12 4EH	Re-roofing of Warehouse - removal of asbestos sheeting and replacement with insulated metal roof sheet
7/2023/2026	90, Windebrowe Avenue, Keswick, CA12 4JD	Demolish flat roof garage to side and form 2 storey extension to side with off road parking formed. Resubmission of 7/2022/2014 to alter roof design
7/2023/2029	Land at, Bristowe Hill, Keswick, CA12 5PG	Approval of details reserved by condition no 3 (Pre-Commencement condition) on planning approval ref 7/2021/2367 for 2 no. local needs dwellings following withdrawal of application 7/2021/2228
7/2023/2030	24, St Johns Street, Keswick, Cumbria, CA12 5AS	Use of building as four residential flats and two shops, not in accordance with condition 3 on planning permission ref 7/2001/2033 in relation to parking provision
7/2023/2033	Barclays Bank Plc, Market Square, Keswick, CA12 5BE	Removal of and made good: push pad, branch nameplate, night safe face plate, ADT alarm box, letter box, signage, shopfront poster, CCTV camera and external lighting

**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](mailto:townclerk@keswicktowncouncil.gov.uk) prior to the meeting regarding any of the planning applications on this sheet.



**KESWICK TOWN COUNCIL**

**TOWN COUNCIL MEETING 16TH MARCH 2023**

**MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 10<sup>th</sup> February 2023 – 9th March 2023

Friday 10 February	Attended Planning group meeting to review current applications.
Wednesday 15 February	Attended Above Derwent Parish Council meeting at Braithwaite Church Hall to inform them of future event affecting their area.
Thursday 16 February	Attended Events Committee meeting in Council Chamber
Friday 24 February	Attended meeting with Keswick Community Housing Trust in Council Chamber Re Local Housing needs. Allan Daniels also attended.
Wednesday 1 March	Attended meeting at Cafe HNW in Upper Fitz Park to discuss extension of current Lease and future development plans. Paul Titley and Adam Paxon also attended.
Wednesday 1 March	Attended meeting with Rod Hughes of 2030 Architects to discuss future development plans for Upper Fitz Park following feasibility study.
Tuesday 7 March	Attended meeting of Friends of Keswick Leisure Group to discuss feasibility study Proposals prepared on behalf of Allerdale for new swimming pool and associated Sports / Leisure facilities.
Thursday 9 March	Attended Staffing Committee meeting.

## **Report from the North DA Parishes Member of the LDNPA – February 2023**

In December I reported on two planning consents where the applicants had successfully addressed the issue of Nutrient Neutrality. It was achieved by changing the management of some land that drained into the catchment upstream of where the proposed development would increase nutrient loading (for example, the outflow from a waste water treatment plant). The idea is that, by improving the quality of the water flowing down to this point, the net effect would be to add no further nutrient loading to the catchment, thereby achieving Nutrient Neutrality.

The meeting of DCC on February 1<sup>st</sup> included two planning applications that proposed a somewhat different approach. In both cases, Nutrient Neutrality was achieved by reducing the nitrate loading emanating from the foul drainage arrangements of existing properties. The key in these cases was the superior performance of a modern Package Sewage Treatment Plant (PSTP) in comparison with a traditional septic tank.

7/2021/3157 sought to convert a traditional field barn into a local needs dwelling. As it would introduce an additional dwelling into the catchment of the affected Eden Special Area of Conservation (SAC), it clearly engaged Nutrient Neutrality requirements. As well as the barn itself some of the surrounding land is in the ownership of the applicant. There is, however, a farmstead opposite the barn that is owned by a third party. For historical reasons, the farm's foul drainage is handled by a septic tank on land owned by the applicant. The strategy proposed by the applicant was to remove this septic tank and replace it with a PSTP serving both the farmstead and the proposed barn conversion. They were able to demonstrate, to the satisfaction of Natural England, that the nutrient output from the PSTP serving the two properties would be less than that currently produced by the septic tank serving the farmstead alone. In short, the additional nutrient output from the barn conversion was more than compensated for by a betterment of the current foul drainage of the farmstead. A planning condition was applied requiring that, prior to the first occupation of the barn conversion, the septic tank serving the farm be decommissioned and removed and that it be replaced with a PSTP of an agreed specification serving both properties.

7/2021/2336 sought permission to erect two new houses within the catchment of the River Derwent and Bassenthwaite Lake SAC, which has also been identified by Natural England as requiring Nutrient Neutrality strategic solutions. Here again, the proposal was to remove an existing septic tank serving three properties and replace it with a PSTP serving these three, the two new houses that formed part of the proposal and three further properties already granted planning permission. It was again demonstrated that the nutrient output from the PSTP serving eight properties would be less than the nutrient output from the septic tank currently serving three houses. In this case, for technical reasons, a planning obligation under S106 of the Town & Country Planning Act, 1990, was imposed to secure the implementation of the foul drainage system prior to occupation of the new houses.

Geoff Davies

[Geoff.Davies@lakedistrict.gov.uk](mailto:Geoff.Davies@lakedistrict.gov.uk)

**Keswick Town Council**

**Annual Review of Effectiveness of Internal Financial Controls  
March 2023**

The above review was undertaken by Councillor Daniels and Councillor Burn on Monday 20<sup>th</sup> February 2023.

**Comments & Observations – Councillor Daniels: -**

I carried out the review on 20<sup>th</sup> February 2023 and I am completely satisfied that KTC has the necessary audit arrangements to comply with recommendations set out by SLCC, which include the scope of the Audit, independence and competence of the Auditor, the responsibilities of councillors and officers and planning and reporting of the audit.

KTC continue to adhere to the policies and financial regulations approved by the council in 2022. The Town Council Audit test is satisfactory with only one recommendation (that a proportion of our cash balance should be invested into a CCLA fund) which is currently being processed.

It is hugely frustrating that Allerdale Borough Council continue to drag their heels in approving the Heads of Terms for Walker Park which has been dragging on for at least 10 years and has the potential of adding a further increase in the precept should they discontinue payment of the annual sum of approx.£14k.

**Comments & Observations – Councillor Burn: -**

I carried out my review today, and I am completely satisfied that KTC has had a reasonable assurance, through its internal audit service, that internal controls and management of risk are effective.

**Comments**

1. The internal auditor again recommended that KTC should consider investing a proportion of its funds in an interest bearing account. This was discussed at a recent council meeting and a decision taken to follow the auditor's advice in relation to Council and Trust reserves. Appropriate accounts are to be opened in the near future.

2. In relation to my comments last year, I have been told that:

a) work has continued into a rent review and a revised heads of terms agreement for Walker Park but that this has still not been finally resolved. Invoices will be sent to the newly formed Cumberland Council from 1 April 2023.

b) a GDPR training course was attended by KTC office staff and the Parks Manager on 13 September 2022.

c) improved data storage (Cloud based) has been in place since March 2022.

**Keswick Town Council  
Council Tax Base Confirmation  
March 2023**

Confirmation has now been received from Allerdale Borough Council of the Council Tax Base for Keswick.

The Council Tax Base for Keswick for 2023/24 set by Allerdale Borough Council = 2027.72

This amount represents an increase of £10.89 for the year, or 21p per week, for each Band D property in Keswick – making a total payment of £161.88 for the year.

**Catherine Parker**  
Responsible Financial Officer  
9<sup>th</sup> March 2023

For information: -

<b>PRECEPT WORKINGS</b>						
<b>Year</b>	<b>Precept</b>	<b>CTB</b>	<b>Band D</b>	<b>Increase for year</b>	<b>Increase per week</b>	<b>% Increase</b>
<b>2016/17</b>	201554	2001.96	100.68			
<b>2017/18</b>	220930	2062.61	107.11	6.43	12.4p	6.39%
<b>2018/19</b>	246700	2046.35	120.56	13.45	26p	12.56%
<b>2019/20</b>	263757	2058.96	128.10	7.54	14.5p	6.25%
<b>2021/22</b>	273697	2042.85	133.98	2.65	5p	2.02%
<b>2022/23</b>	307054	2033.63	150.99	17.01	32.7p	12.19%
<i>average of last 6 years</i>		<b>2041.06</b>				
<b>2023/24 - estimated</b>	<b>328245</b>	<b>2033.63</b>	<b>161.40</b>	<b>10.41</b>	<b>20p</b>	<b>6.90%</b>
<b>2023/24 - ACTUAL</b>	<b>328245</b>	<b>2027.72</b>	<b>161.88</b>	<b>10.89</b>	<b>0.21</b>	<b>7.21%</b>



KESWICK TOWN COUNCIL

16 MARCH 2023

CLERK'S REPORT

BT Telephone boxes

Councillor Alan Dunn brought to my attention the state of the telephone boxes in the Market Square as they are in such a state of disrepair, and in their current state are eyesores which need to be dealt with.

Councillors are asked how they would like to proceed with this.

Keswick Transport Study

At a recent meeting of the officers involved with the Keswick Transport Study, it was noted that time to put extra signage for the car parks in Keswick was booked for Cumbria County Council/Cumberland Council in May. This will not be a full review of the signage, however it will ensure that underused car parks such as the Keswick Ministries car parks are better utilised.

The one-way signage on St John's Street has been completed, however there are still some complaints about this which have been passed on to both Cumbria County Council Highways and the Police.

A number of the officers involved will be moving to Westmorland and Furness Council rather than staying with Cumberland, but the intention is still to move forward with the recommendations in the study.

Bench

I have been contacted by Cumbria County Council, as to mark the final Allerdale Local Committee, the elected members wish to place a bench with a memorial plaque in each of the towns in Allerdale. As each town has its own unique style of benches, the Town Councils are being given funding in order to purchase their own bench and place it where they think is most appropriate.

The parks team are happy to install the bench, using the recycled plastic sloper style benches we have in the parks, but Councillors are asked to consider where they would like the bench to be placed.

Milestone

We have been approached by a member of the public who is keen to ensure that historical markers in Keswick are maintained, and wishes to clean up and pain the Crossrigg Milestone on Chestnut Hill, 1 mile from the Moot Hall. The member of the public has taken advice from the Milestone Society, who are willing to help and oversee the project.

The member of the public is looking for the Town Council's support in this matter. I will advise them that the milestone will be owned by Cumbria County Council (at this moment in time) and they should be informed of any works to it.

Vivien Little

9 March 2023

**K2T TRAIL – CALL FOR LIGHTING BETWEEN KESWICK LEISURE CENTRE AND SPAR GARAGE ON PENRITH ROAD**

I previously put a paper to our September 2022 meeting, and a copy is attached for information. Today's paper gives an update..

A letter was duly sent to the Chief Executive of the National Park outlining our concerns about the lack of lighting at the Keswick end of the trail, and I think I mentioned at the September meeting that Simon Jackson, Head Teacher at Keswick School, supported our views as did our MP Trudy Harrison. Richard Leafe replied to our letter in November reiterating that the National Park did not want to install lighting for a number of reasons including the cost of installing and maintaining it.

Richard also mentioned that while lighting may well be welcomed by some users of the trail, it might prove less popular with other stakeholders or residents who live nearby. The Reminder kindly put a request in the paper asking residents to get in touch with us to give us their views. Not many did but only one person who contacted us was against the idea. I have made a point of speaking to locals I have met on the trail (most of whom live nearby) and without exception have been told that lighting would be a great idea.

I wasn't at our November 2022 meeting but saw that the police report mentioned an instance of a man approaching lone women on the trail, and that while there was no physical contact, and the words spoken by the man did not include threats or abusive behaviour, some of those approached felt intimidated and threatened by the approach. Police patrols in the area had been increased.

I contacted Cumbria Police's DI Belshaw Operational Lead on Violence against Women and Girls (a Home Office Strategy) , and on 10 January Cllr Steve Harwood and I had a site visit with him and a Crime Prevention Officer. Both were fully supportive of the call for lighting on this section of the trail. DI Belshaw followed this up with a meeting with Richard Leafe and other senior officers at the National Park and has told us that the meeting was extremely positive.

On 21 February I received an email inviting me to a site meeting with National Park's Director of Visitor Services and their Head of Resources. Steve and I have arranged to meet them on 28 March and I'll provide a further update after the meeting.

**Cllr David Burn**

**24 February 2023**

## **K2T TRAIL – CALL FOR LIGHTING BETWEEN KESWICK LEISURE CENTRE AND SPAR GARAGE ON PENRITH ROAD**

Councillors may have seen an article in The Reminder reporting that female students at Keswick School are demanding action to improve an unlit stretch of the K2T trail between the Leisure Centre and the Spar garage on Penrith Road.

This stretch of the trail is used as a shortcut by a number of students, my next door neighbour's daughter included, and by residents who live south of the River Greta. But female students have said that they are afraid to use the trail in the darker months as it is unlit.

I have asked the LDNPA to consider installing lighting on this short part of the trail but they have said this something they do not wish to take forward. They have given a number of reasons in support of this including the need to avoid wildlife disturbance, the desire to avoid urbanisation and the benefits of dark skies..

The LDNPA have also said they want to avoid setting a precedent, that students could use alternative footpaths and highways which are lit, and that they have not had any reports to suggest that the trail is an issue for people's safety and security. They also say they do not feel they can justify the costs of installing lighting or the recurring costs post installation.

Councillor Harwood and I have taken advice and been told it would be perfectly possible to install lighting on this section of the trail causing only minimal disturbance to wildlife, and without compromising the benefits of dark skies. It is questionable anyway whether there are dark skies on this stretch of the trail as there are houses nearby (Calvert Way, Brundholme Gardens, Keswick Bridge Timeshare) and it crosses Penrith Road.

The LDNPA's concern that installing lighting could set a precedent is, in my view, completely without foundation as no other part of the trail is close to any habitation. It is true that students living at this end of town could use alternative ways home in the darker months but these routes would involve walking alongside and crossing busy roads which becomes more dangerous as the evenings become darker. I do not have current figures but the AA have said in the past that around 5000 children under the age of 16 die or are seriously injured on Britain's roads each year.

And while it may also be true that the LDNPA have not received any reports to suggest that the trail is an issue for people's safety and security this is hardly surprising given that students and probably others do not use the trail after daylight hours in the darker months because of the lack of lighting.

Keswick Town Council is regularly on record as saying we care deeply about the youth of the town. And here we have an example of youngsters approaching us directly asking for our help.

Councillors are asked to support the request for lighting on this short stretch of the trail and to agree to the Clerk writing to the Chief Executive of the National Park with our views. If, as I suspect, the lack of a budget lies at the heart of their lack of willingness to take this forward Cllr Harwood and I will explore alternative sources of funding.

Cllr David Burn

15 September 2022.

KESWICK TOWN COUNCIL

16 MARCH 2023

**VISITOR MANAGEMENT WORKING GROUP**

Attached at the notes from the recent meeting of the Visitor Management Working Group. As Councillors will see, the main topic of discussion has been the toilets at the start of the Keswick to Threlkeld Trail, for which funding runs out at the end of this month. Keswick Town Council (with funding from the Horse and Farrier in Threlkeld, and the Threlkeld Café) have been paying for these jointly with Allerdale Borough Council, however it has recently been confirmed that Allerdale (and Cumberland) will not be able to provide any funding after the current monies run out, and the Lake District National Park will also not be able to fund these, as previously they were funded through their Covid response funds.

Members of the Visitor Management Working Group are extremely aware that there is a need for the toilets at the start of the trail. These are well used, and when they are full, we get complaints. If they are taken away, Councillors are concerned about the reaction. As a result, Councillor Burn has been in conversation with myself and the Responsible Financial Officer to work out how much Keswick Town Council can put towards this, with the aim of finding matched funding. Last year the remaining contingency funding was accrued forward, and there is still £1,500 left of that, due to the donations received. It is estimated that we will have an underspend of around £2,000 in the contingency budget head this year, and Councillors are requested to consider bringing this, as well as the remaining contingency forward to the next financial year, for a total amount of £3,500.

As you can see from the minutes, Keswick Community Asset Company have agreed to put some funding forward, and we are seeking more matched funding. However, what is needed is to ensure that pressure is put on the appropriate authorities (Cumberland Council and the Lake District National Park) to find a long term solution to the toilet situation, as we cannot go through this every year, especially if there will be an extension to the trail in the future.

Vivien Little  
16 March 2023

## Visitor Management Working Group – notes of meeting on 28 February 2023

In attendance – Councillors Burn (DB), Daniels (AD) and Lansbury (SL), Vanessa Metcalfe (VM) (Keswick Tourism Association), Graham Harrison (GH) (Allerdale Borough Council), Emma Moody (EM) (Lake District National Park Association), Vivien Little (VL) (Town Clerk)

1. Apologies were received from Carl Bradford and Ernie Davidson.
2. Waste – GH gave an update on bins. He had put in an order for £12,000 worth of floor mounted bins, one of which had been allocated to replaced the bin by the Spar. There would also be a bin placed at the car park by Bassenthwaite, and on the western carriageway to replace those that had been previously removed. GH also gave an update on the recent enforcement effort for trade waste accounts – there had been applications for 25 new trade waste accounts received. It was more difficult with Air BnB as it was harder to enforce, however efforts would continue.
3. Toilets – VL had received a message from Ernie Davidson, stating that Allerdale/Cumberland had no budget to provide for toilets after 31 March of this year. DB had recently sat down with VL and Catherine to work out how much money KTC could provide for toilets. With what was accrued from last year, as well as a likely underspend in contingency for this year, KTC could provide £3,500 towards toilets in 2023/24 season. KCAC had agreed to commit some funding as well, bringing the total to £4,700.

VL had obtained figures from the toilet hire company as follows:

1 April – 30 September – 4 toilets and one disabled toilet - £200 per week (including two cleans a week) - £5,200

1 October – 31 March – 2 toilets and one disabled toilet – £120 per week (including two cleans a week) – £3,120

Bringing it to a total of £8,320 for the year. This does not include the extra cleans that will likely have to be done during the bank holiday weeks, as well as through the school holidays – I did receive some complaints that they were in a bad state through the February half term.

Discussion was had over what options there were to ensure that we received funding moving forward. Last year, the Threlkeld Café and the Horse and Farrier in Threlkeld kindly donated £500 each towards the costs of running them, and other opportunities like this should be explored. DB had set up a meeting with the manager at Premier Inn, and SL was intend to contact the Keswick Hotel to set up a meeting, especially as they had the potential to be most affected by the removal of the current portaloos.

VL would be contacting Friends of the Lake District, to try to see if they can suggest any funders, while it was suggested that Adam Champion from Parkrun be contacted to see if there can be any help gained there, especially for accessible toilets. There could also be a QR code put up by the toilets to allow people to donate if they wished to. It was agreed that the next step would be to try these various sources, and possibly set up a meeting solely to discuss the toilets.

4. K2T trail – EM gave a quick general update. The survey which had been commissioned was still not completed, but that should be available soon. Plans for a potential extension to the line as part of the Borderlands Growth Deal had been submitted, and while there were questions, was looking positive.

5. The next meeting would be set up as soon as was possible following discussions.



**Town Liaison Forum – Notes of meeting held on Tuesday 14<sup>th</sup> February 2023  
by Zoom**

<p><b>Attendees:</b>                  Vivien Little – Town Clerk                  Duncan Miller – Keswick Town Council                  Paul Titley – Keswick Town Council                  Vanessa Metcalfe – Keswick Tourism                  Jane Affleck – Keswick Museum                  James Robson – Keswick Ministries                  Jodi Whitehouse – Keswick Ministries                  Simon Overend – Keswick Ministries                  Murray Lawrie – Keswick Ministries</p>	<p><b>Apologies:</b>                  Steph Davis-Johnson – County Highways                  Andy Murphie – Vicar, Crosthwaite</p>
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1. All welcomed, especially Jane (Keswick Museum) and Jodi (Keswick Ministries) joining for the first time. All gave brief introductions.
2. Notes from December meeting: No actions or matters arising.
3. Situation report and updates from forum representatives.
  - i. Vivien – preparing for Town Council elections with 6 of 12 places vacant as several longstanding councillors stand-down.
  - ii. Paul and Duncan highlighted the opportunities to serve on the Council; councillors also being trustees of the parks. A large screen will be erected for the coronation in Fitz Park; the Thursday market returns this week; challenges around the new county council and the ownership of key assets. At the time of the May TLF new councillors won't have been appointed to attend.
  - iii. Vanessa advised that KTA are gearing up for the season and cautiously optimistic. Early indications are that people are planning to visit, but leaving booking until later and planning to stay for less than a full week.
  - iv. Jane, attending her first meeting, from Keswick Museum mentioned a number of exciting initiatives including Big Natural Science Year; The Floods and their impact; science experiments; community gallery space on the ground floor. The museum is celebrating its 125<sup>th</sup> anniversary and seeking to increase visitor numbers.
4. Updates from KM:
  - i. Pencil Factory open day: Attended by c.200 people across the afternoon and evening sessions with good media coverage from BBC, ITV and Radio Cumbria. It was suggested that KM consider some external signage to show off the internal space.
  - ii. Skiddaw Street car parking: Murray reported on new arrangements that are being put in place with our service provider CPS which include a transferable annual permit that can be managed on-line via the Ring Go app. KM were encouraged to market the facilities that will provide residents and accommodation providers with a reliable, convenient guaranteed parking space. Murray also mentioned the possibility of additional EV charging points and a collaboration with Enterprise around the provision of EV or hybrid hire vehicles. KTA offered to assist make the offerings known to their members.
  - iii. Teaching & Training Events: March will see our first Churches Weekend Away, to be attended by over 200 people, with the majority finding their own accommodation in the town. Other



events in the coming months include an Art Retreat, Faith in the Second Half, and Leading WELL for those in non-paid roles in churches. As mentioned previously, many attending these events are visiting Keswick for the first time, as well as outside the main holiday periods.

- iv. We are excited about holding the next full Convention on the new site. The Convention worked so well with all the space that the Pencil Factory site affords.

Thanks were expressed to Duncan and Paul for their many years of service on the town council, and for their positive and constructive engagement with Keswick Ministries.

5. 2023 meeting dates:

Tuesday 9<sup>th</sup> May

Tuesday 12<sup>th</sup> September

Tuesday 12<sup>th</sup> December

Keswick Flood Action Group - report to Keswick Town Council. March 9 2023.

Despite the occasional storm the town has not been threatened by flood over the past few months. Thirlmere level did exceed its maximum on at least one occasion but there was no noticeable effect in the town. Flood defences tend to be observed when they don't work rather than when they do, and we should be comforted by the works in Keswick which have been completed to improve resistance to flooding.

One of the glass panels alongside the River Greta was broken - one has to ask what level of stupidity is needed to think this is funny, or a good idea. Advice received is that the glass should still provide the required protection. The delay in its replacement is due to the long lead time for supply from Germany.

The appointment of a lengthsman is applauded by K FAG. This person should ensure gulleys etc are clear of debris in times of heavy rain.

Residents and visitors are encouraged to read the content of the K FAG website [www.keswickfloodactionsgroup.co.uk](http://www.keswickfloodactionsgroup.co.uk) which contains a wealth of information on the history of flooding in Keswick, analysis of flooding, advice, and the work of the group. The focus remains with convincing government and United Utilities to manage reservoirs in general and Thirlmere in particular to mitigate downstream flooding.

Paul Titley