

**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.

**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)

<b>Plan. ref</b>	<b>Description of Development Location, Comments, Recommendation</b>
T/2023/0010	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>
7/2022/2287	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>
7/2022/2319	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>
7/2023/2001	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>
7/2023/2004	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>
7/2023/2005	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>

- 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.

  
Chairman

16.03.2023  
Date