

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

Minutes of the Annual Meeting of Keswick Town Council held in the Council Chamber, Town Hall, Keswick on Thursday 18th May 2023 at 7.00 p.m.

Present:

Chair
 Councillor Steve Harwood

Councillors

Louise Dunn
 Denstone Kemp
 Jean Murray
 Adam Paxon

Chris Houghton
 Sally Lansbury
 Rob Nelson
 Lorraine Taylor

Claire Houghton
 Benita Laphorn
 Tim Parsons

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

1. Election of Chair (Town Mayor)

There being only one nomination it was **RESOLVED** that Councillor Steve Harwood be elected as the Chair (Town Mayor) for the ensuing year. Councillor Harwood made the statutory Declaration of Acceptance of Office.

2. Election of Deputy Chair (Deputy Mayor)

There being only one nomination it was **RESOLVED** that Councillor Rob Nelson be elected as Deputy Chair (Deputy Mayor) for the ensuing year. Councillor Nelson made a Declaration of Acceptance of Office.

3. Presentation of Mayor's Cadet

This item was deferred to the next meeting.

4. Apologies

No apologies for absence were received for this meeting.

5. Minutes

RESOLVED that the Chair be authorised to sign as a correct record the minutes of the Town Council meeting held on 20th April 2023 (pages 53-57).

6. Requests for Dispensations

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

7. Declarations of Interests

Councillor Nelson declared a personal interest in planning application 7/2023/2062 as he knew one of the people involved. He would remain in the room and vote on this item.

8. Police Report

RECEIVED the report of the Allerdale Rural Neighbourhood Policing Team. It was noted that it was good news that Keswick was to receive a Community Beat Officer from the following week, which Councillors endorsed.



9. Matters to be received from the Public

A member of the public asked if anything had been done relating to the Howrah's path, which was brought up at the Annual Parish Meeting. The Clerk explained that this would be brought forward at a future Town Council meeting.

10. Matters to be raised by Councillors

Councillor Murray gave an update on Keswick Area Food Share, including the fact that they had had 57 customers in the first four weeks. Businesses in Keswick were very supportive, and that it would be a long term project in Keswick.

11. 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
T/2023/0056	Reduce 1x multi stem sycamore by approx. 3.5m to reduce wind sail and biomechanical stress on the tree (in G1). Reduce 1x leggy stand alone sycamore neighbouring above multi stem sycamore to tie in as one crown (in G1) Mount View, 12, Fenton, KESWICK, CA12 4AZ <i>Support – it is noted that this tree is outside the ownership of the applicants property. However we understand the Grange Parks Residents Association have been consulted and are supportive of the proposal</i> SUPPORT
7/2023/2062	Change of use of guest house to self catering holiday letting accommodation 13 Lakeland View, High Hill, Keswick, CA12 5NY <i>Object -this is different from previous Change of use applications of this type as the building as a whole is in 2 separate ownerships. The ground floor and half of the first floor in one ownership which is the basis of this application , and half of the first floor with independent access at the rear in separate ownership. It is also noted that this change of use has been implemented without planning permission and does not include on -site management. This is inexcusable for "experienced holiday let operators" as claimed by the applicants. Detailed evidence has been provided by the owners of the separate first floor apartment of the significant impact of anti – social behaviour on their property despite the arrangements to mitigate this stated by the applicants. It is clear that the off site management is not effective. In this context we strongly object to this change in how the property is let and the distress caused to the adjoining owner which was not evident when in use as a guest house</i> OBJECT
7/2023/2072	Amendment to condition no 10 (roofing materials) on planning permission 7/2021/2367 for 2no. local needs dwellings following the withdrawal of application 7/2021/2228 Bristowe Hill, Crosthwaite Road, Keswick, CA12 5PG No comments made SUPPORT
7/2023/2076	Demolition of existing rear extension. Addition of new rear extension & replacement windows 31 A, Latrigg Close, Keswick, Cumbria, CA12 4LD No comments made SUPPORT
i)	RECEIVED an update on National Park planning decisions.

12. Review of Eligibility for General Power of Competence

RESOLVED that the Town Council meets the prescribed conditions to be eligible to use the General Power of Competence following the election in May 2023.

13. Mayors Report

RECEIVED details of the Mayor's engagements and meeting attendance for the period 14 April – 11 May 2023.

14. Annual Review of Standing Orders

RESOLVED that the amendments to the Standing Orders be agreed as presented, with the addition of:

- i) Standing Orders to be made gender neutral (Action – Clerk);
- ii) there be no requirement to stand to speak, as it is not stated within the Standing Orders;
- iii) the Environmental Working Group to be disbanded, and its work be taken on by full Council and Parks Trusts;
- iv) Terms and Conditions for the Visitor Management Working Group be drawn up and brought to a future Town Council meeting for approval (Action – Clerk).

15. Standing Committee and Working Group Members**i) Staffing Committee**

RESOLVED that the Staffing Committee comprises Councillor Harwood (Mayor, Ex-Officio), Councillor Murray (Trust Chair, Ex-Officio), Councillor Chris Houghton (Trust Vice-Chair, Ex-Officio), Councillors Claire Houghton and Taylor.

ii) Events Committee

RESOLVED that the Events Committee comprises Councillor Harwood (Mayor, Ex-Officio), Councillors Claire Houghton, Lansbury and Nelson

iii) Planning Group

RESOLVED that Councillors be appointed to the Planning Group (Councillors Harwood, Chris Houghton and Taylor).

iv) Environmental Working Group

RESOLVED that the Environmental Working group be disbanded and that the work be taken on by full Council and Parks Trusts.

v) Visitor Management Working Group

RESOLVED that Councillors Claire Houghton, Lansbury and Laphorn be appointed to the Visitor Management Working Group.

16. Outside Bodies & Liaison Meetings

RESOLVED that the following Councillors be appointed as representatives on outside bodies and to attend liaison meetings. Also **RESOLVED** that the Clerk undertake a piece of work to come to a future Council meeting, to look at the current outside bodies alongside our Community Engagement Strategy, and in consultation with Councillors, investigate whether there are other bodies that may be more appropriate to have a stronger relationship with Keswick Town Council (Action – Clerk).

The Battersby Charity	Councillor Harwood
Keswick in Bloom	Councillor Laphorn
Keswick Community Emergency Recovery Partnership	Councillor Lansbury
Keswick Tourism Association	Councillor Chris Houghton
Keswick Youth Centre	Councillor Paxon

Keswick Fair Trade Committee	No representative appointed
Keswick Flood Action Group	Councillor Dunn Councillor Chris Houghton
Keswick Convention Town Liaison Group	Councillor Nelson
Liaison Meetings (CALC, Lake District Partnership Parish Forum etc)	Councillor Taylor

17. Chair's Allowance

RESOLVED that the Chair's allowance in pursuance of Section 15 (5) of the Local Government Act 1972 be set as £2,000, as per the budget provision made with the normal payment arrangements to apply (Action – RFO).

18. Schedule of Meetings 2023/24

RESOLVED that the dates and times of ordinary meetings of the Council for the ensuing year be fixed as follows:

(Meetings start at 7.00 pm except where stated otherwise)

SCHEDULE OF MEETINGS 2023

18TH MAY	ANNUAL COUNCIL MEETING 7PM
25TH MAY	ANNUAL TRUST MEETING 7PM
15th JUNE	TOWN COUNCIL MEETING 7PM
13th JULY	CHARITABLE TRUST MEETING 7PM
20th JULY	TOWN COUNCIL MEETING 7PM
17th AUGUST	TOWN COUNCIL MEETING 7PM
14th SEPTEMBER	CHARITABLE TRUST MEETING 7PM
21st SEPTEMBER	TOWN COUNCIL MEETING 7PM
19th OCTOBER	TOWN COUNCIL MEETING 7PM
9th NOVEMBER	CHARITABLE TRUST MEETING 7PM
16th NOVEMBER	TOWN COUNCIL MEETING 7PM
14th DECEMBER	TOWN COUNCIL MEETING 7PM

SCHEDULE OF MEETINGS 2024

11th JANUARY	CHARITABLE TRUST MEETING 7PM
18th JANUARY	TOWN COUNCIL MEETING 7PM
15th FEBRUARY	TOWN COUNCIL MEETING 7PM
14th MARCH	CHARITABLE TRUST MEETING 7PM

21st MARCH	TOWN COUNCIL MEETING 7PM
18th APRIL	ANNUAL PARISH 6.00PM TOWN COUNCIL MEETING 7PM
16th MAY	ANNUAL COUNCIL MEETING 7PM
23rd MAY	ANNUAL TRUST MEETING 7PM

19. Schedule of Charges

Consideration was given to the report of the Responsible Financial Officer.
RESOLVED that all charges remain as they are for 2023/24.

20. Election of Parish member to the Lake District National Park Authority

RESOLVED that Louise Dunn be nominated as candidate for the North Distinct Area representative.

21. Clerk's Report

Consideration was given to the report of the Clerk.

RESOLVED that:

- i) a response be sent to St Herbert's School in response to the letters received, advising them of the changes Keswick Town Council have made so far, and what is planned for future (Action – Clerk);
- ii) A letter be sent to Keswick Tourism Association in support of the Big Switch Off initiative (Action – Clerk); and
- iii) Monies be taken from reserves set aside for furniture and office equipment to replace furniture in the office, and allow for reconfiguration (Action – RFO).

22. Payment of Accounts

RESOLVED that the accounts for May 2023 as approved by the Inspection be authorised for payment for (Action RFO):

- i) The Town Council, vouchers 20-48, amounting to £50,560.44 (fifty thousand five hundred and sixty pounds and forty four pence)
- ii) The Trusts, vouchers HP8 – FP25, amounting to £8177.59 (eight thousand one hundred and seventy seven pounds and fifty nine pence)

23. Reports from Ward Representatives

RECEIVED reports from the following representatives:

- i) Cumberland Council – no report given. Councillor Dunn requested that an update be sought regarding bin collections while the strike was on.
- ii) Lake District National Park Authority North Distinctive Area Parishes Representative – No report submitted.

24. Consultation

To consider Keswick Town Council's response to the government consultation on the introduction of a use class for short term lets and associated permitted development rights, due by Wednesday 7 June 2023. Councillors would also respond to the call for evidence document regarding a registration scheme for short term lets in England.

RESOLVED that Councillor Harwood prepare both responses, to be sent round to all Councillors and submit before the deadline (Action – Councillor Harwood and Clerk).

25. Policies for adoption

RESOLVED that the Health and Safety Statement be approved.

The meeting closed at 8.31p.m.

Stephen Howard
Chair

15.06.2023
Date