

**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](mailto:townclerk@keswicktowncouncil.gov.uk)

9<sup>th</sup> November 2023

A meeting of Keswick Town Council will be held at on Thursday 16th November 2023 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 Chair to sign as a correct record the minutes of the Town Council meeting held on the 29<sup>th</sup> October 2023 (pages 27-31).

**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 Interest**

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).

*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 report of the Allerdale Rural Neighbourhood Policing Team.

**6. 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.

**7. 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.

**8. Churchyard Maintenance**

To consider a request from Revd Charles Hope and Revd Andy Murphie.

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

To receive a report from Keswick Community Emergency Recovery Partnership – Council representative Councillor Lansbury. Claire Peat, Project Officer of Keswick Community Emergency Recovery Partnership will be in attendance.

**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 comments to be circulated prior to the meeting).
- ii) To receive update on National Park planning decisions.

**11. Mayor's Report**

To receive details of the Mayor's engagements and meeting attendance for the period 13th October – 9th November 2023.

**12. Reports from Ward Representatives**

To receive reports from the following representatives:

- i) Cumberland Council
- ii) LDNPA North Distinctive Area Parishes Representative (if available)

**13. Clerk's Report**

To consider the report of the Clerk.

**14. Payment of Accounts**

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

- i. For the Town Council
- ii. For the Trusts

**15. Biodiversity Duty**

To consider the report from the Town Clerk.

**16. Correspondence**

To consider correspondence received from the Keswick Red Squirrel Group.

To: All Councillors  
Police  
Press

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

Minutes of the meeting of Keswick Town Council held at the Council Chamber, Town Hall, Keswick on Thursday 19<sup>th</sup> October 2023 at **7.00 pm**.

**Present:**

**Chair**  
Councillor Steve Harwood

**Councillors**

Louise Dunn	Claire Houghton	Denstone Kemp
Sally Lansbury	Benita Laphorn	Jean Murray
Rob Nelson	Adam Paxon	Lorraine Taylor

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

**110. Apologies**

Apologies for absence were received from Councillor Chris Houghton. His apologies were noted and accepted by Councillors.

**111. Minutes**

**RESOLVED** that the Chair be authorised to sign as a correct record the minutes of the Town Council meetings held on the 21st September 2023 (pages 22-26).

**112. Requests for Dispensations**

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

**113. Declarations of Interests**

Councillor Kemp declared an interest in agenda item 17 i), as he was a Trustee of Threlkeld Housing Association. He would remain in the room and vote on the item.

All Councillors declared an interest in planning application T/2023/0132, as they were all Trustees of Fitz Park, and the Trust had made the application.

**114. Police Report**

No report of the Allerdale Rural Neighbourhood Policing Team was available. The Clerk reported that she had spoken to PCSO Forrester, and he had reported that in the lead up to Halloween and Bonfire Night, there would be increased police patrols with two officers on duty during this time.

**115. Keswick Conservation Area**

**RECEIVED** a presentation on the Keswick Conservation Area, from Rose Lord, Conservation Officer, Lake District National Park Authority.

**116. Reports from Ward Representatives**

**RECEIVED** reports from the following representatives:

- i) Cumberland Council – no report given.
- ii) Lake District National Park Authority North Distinctive Area Parishes' Representative  
**RECEIVED** the report of the LDNPA North Distinctive Area Parishes Representative. Peter Walter was in attendance, and stated that he had spoken with a senior officer at the LDNPA about the evidence which Keswick Town Council has begun to gather regarding antisocial

behaviour at holiday lets, and made a suggestion about how more evidence could be gathered. Councillor Harwood was concerned about the extra work that it would put on Keswick Town Council, and a meeting with the senior officer at the LDNPA was proposed to be put in place. (Action – Clerk)

**RESOLVED** that the Clerk pursue United Utilities for an update on the restoration work following the installation of the pipeline (Action – Clerk).

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

No matters were raised by members of the public.

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

No matters were raised by Councillors.

**119. Applications for Development**

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

Plan Ref.	Description, Location, Comments Recommendation
T/2023/0132	Fell 2 x Western hemlock Fitz Park Kiosk Cafe, Station Road, Keswick, Cumbria, CA12 4NF No comments made <b>Declaration of interest</b> (Full Council decision 19/10/2023)
7/2023/2138	Demolition of existing Upvc conservatory and replacement with single storey family room extension. 1no replacement and 1no additional roof light to the existing roof. 16 , Ambleside Road, Keswick, Cumbria, CA12 4DL No comments made <b>SUPPORT</b> (Observations submitted under delegated powers 10/10/2023)
7/2023/2176	Two storey side extension and alterations 31, Latrigg Close, Keswick, CA12 4LE No comments made <b>SUPPORT</b>
7/2023/2178	Extension of bungalow to create porch and dining room 7, Brackenrigg Drive, Keswick, Cumbria, CA12 4JJ No comments made <b>SUPPORT</b> (Observations submitted under delegated powers 10/10/2023)
7/2023/2179	To permanently retain and amend the access AP09 originally given temporary permission under application ref. no. 7/2016/2027 (revised scheme to withdrawn application no. 7/2023/2080) Land off Penrith Road, Penrith Road, Old Windebrowe, Keswick, CA12 4LH Object – it is noted there have been 4 letters of objection from nearby residents which we fully support. This temporary access for the construction of the United Utilities Water Pipeline was only approved on the basis that positive traffic control was in operation when used as it is recognised as having poor visibility on a downhill bend on the main road into Keswick.

Cumberland Council Development Management have objected to this resubmitted proposal on the basis that the visibility splays required cannot be achieved without relocating the field entrance point. We support this objection

**OBJECT**

*(Observations submitted under delegated powers 10/10/2023)*

- 7/2023/2184 Single storey front, side and rear extension to dwelling  
67, The Headlands, Keswick, CA12 5EH  
*Object – we support the principle of the extension but consider that the visual impact of the modernistic style of the extension on the front of the house is out of keeping with the character of the existing house and the street scene*

**OBJECT**

*(Observations submitted under delegated powers 10/10/2023)*

- 7/2023/2187 Change of use from guest house to either use as self-catering holiday let accommodation or residential use  
18, Eskin Street, Keswick, CA12 4DG  
*Object – we object to the proposed use as self catering holiday let accommodation which it is stated as being available to book as one unit with no guarantee of on site management. We have provided evidence (ref. email to Stephen Ratcliffe on 2 Oct) that this form of holiday letting has resulted in incidents of anti social behaviour where there is no direct control on the use of the property. This has caused serious distress to adjoining owners when such incidents occur. We consider that the only “safe” way to protect adjoining owners is to impose a condition that on site management is maintained.*  
*Our objection is that this proposal would “introduce an inappropriate level of use in this location” which is not a problem when in use as a guest house - as stated in Policy 18 criteria. We would support the use as a residence provided it is occupied as the principle home of the occupant – as condition applied to application 7/2023/2142*

**OBJECT**

- 7/2023/2189 Change of use from Guest House to Flexible Use Guest House and Holiday Let. A single planning unit to be used as any of the following on a flexible basis: A - Guest House or B - Short term holiday letting accommodation or C - Short term holiday letting accommodation with/including owners/managers accommodation In accordance with LDNP Local Plan Policy 18  
Rowan Tree Guest House, 37 Eskin Street, Keswick, CA12 4DG  
*Object – this application is formulated with 3 use options based on conditions attached to previous similar applications, 7/2023/2091 and 2115, on the presumption this will automatically be approved. In the light of recent evidence provided we request this be reconsidered.*  
*We object to the proposed use as self catering holiday let accommodation which it is stated as being available to book as one unit with no guarantee of on site management. We have provided evidence (ref. email to Stephen Ratcliffe on 2 Oct) that this form of holiday letting has resulted in incidents of anti social behaviour where there is no direct control on the use of the property. This has caused serious distress to adjoining owners when such incidents occur. We consider that the only “safe” way to protect adjoining owners is to impose a condition that on site management is maintained.*

*Our objection is that this proposal would "introduce an inappropriate level of use in this location", which is not a problem when in use as a guest house – as stated in Policy 18 criteria. We would support the use as a residence provided it is occupied as the principle home of the occupant – as condition applied to application 7/2023/2142.*

*We would support option C subject to a condition that on site management is maintained*

**OBJECT**

7/2023/2192 The installation of 1 No. GPS node to be mounted to the external wall of stair turret at approximately 11 metres AGL and ancillary development thereto.

St John's Church, St John's Street, Keswick, CA12 4DD

No comments made

**SUPPORT**

7/2023/2201 Replacement of conservatory to no. 2 with new lean to extension to nos. 2 & 4

Nos 2 & 4 Markholme Cottages, Crosthwaite Road, Keswick, CA12 5PP

No comments made

**SUPPORT**

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

**120. Mayor's Report**

**RECEIVED** a report from the Mayor covering the period 15th September 2022 – 12<sup>th</sup> October 2023.

**121. Audit for the year ending 31 March 2023**

**RESOLVED** to approve and accept the Annual Governance and Accountability Return for the year ended 31 March 2023 including the certificate of conclusion of the External Audit and to report that there are no matters arising.

**122. Quarterly Budgets**

**RECEIVED** the quarterly budget comparisons.

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

**RECEIVED** a report from the following representatives:

i) Keswick in Bloom

**RESOLVED** that the Town Council website be reviewed and update in relation to 'Floral Displays' and that CALC be contacted for an update on the green spaces to grow (Action – Clerk).

ii) Minutes of the Keswick Ministries Town Liaison Forum held on Tuesday 12 September 2023.

**124. Payment of Accounts**

**RESOLVED** that the accounts for October 2023 as approved by the Inspection Committee be authorised for payments (Action – RFO)

i) For the Town Council, vouchers 129 – 159, amounting to £43,518.24 (forty three thousand, five hundred and eighteen pounds and twenty four pence)

ii) For the Trusts, vouchers HP105 – FP115, amounting to £8,829.47 (eight thousand eight hundred and twenty nine pounds and forty seven pence)

**125. Proposed Housing Group**

**RECEIVED** a report from Councillor Taylor.

**RESOLVED** that a Housing Working Group be set up with the provided Terms of Reference, comprised of Councillors Harwood, Lapthorn, Taylor and one other Councillor to be decided (Action – Clerk).

**126. Correspondence**

- i) Consideration was given to a letter from Threlkeld Housing Association, and discuss next steps  
**RESOLVED** that:
  - a) The sum of £75 as requested to be granted to Threlkeld Housing Association, to be taken from the underspend in the grant budget line (Action – RFO); and
  - b) Councillor Kemp be formally appointed to the Threlkeld Housing Association as an outside body (Action – Clerk).
- ii) Consideration was given to a letter from Keswick Rugby Club.  
**RESOLVED** that the opportunity to purchase a Community Clubhouse Bond not be pursued (Action – Clerk).

**Prior to the following business the Chair 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’*

**127. Contracting - Appointment of Internal Auditor**

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

**RESOLVED** that Ian Smithson be appointed as the Council’s Internal Auditor for a period of two years. (Action – RFO).

The meeting closed at 8.28 p.m.

\_\_\_\_\_  
Chairman

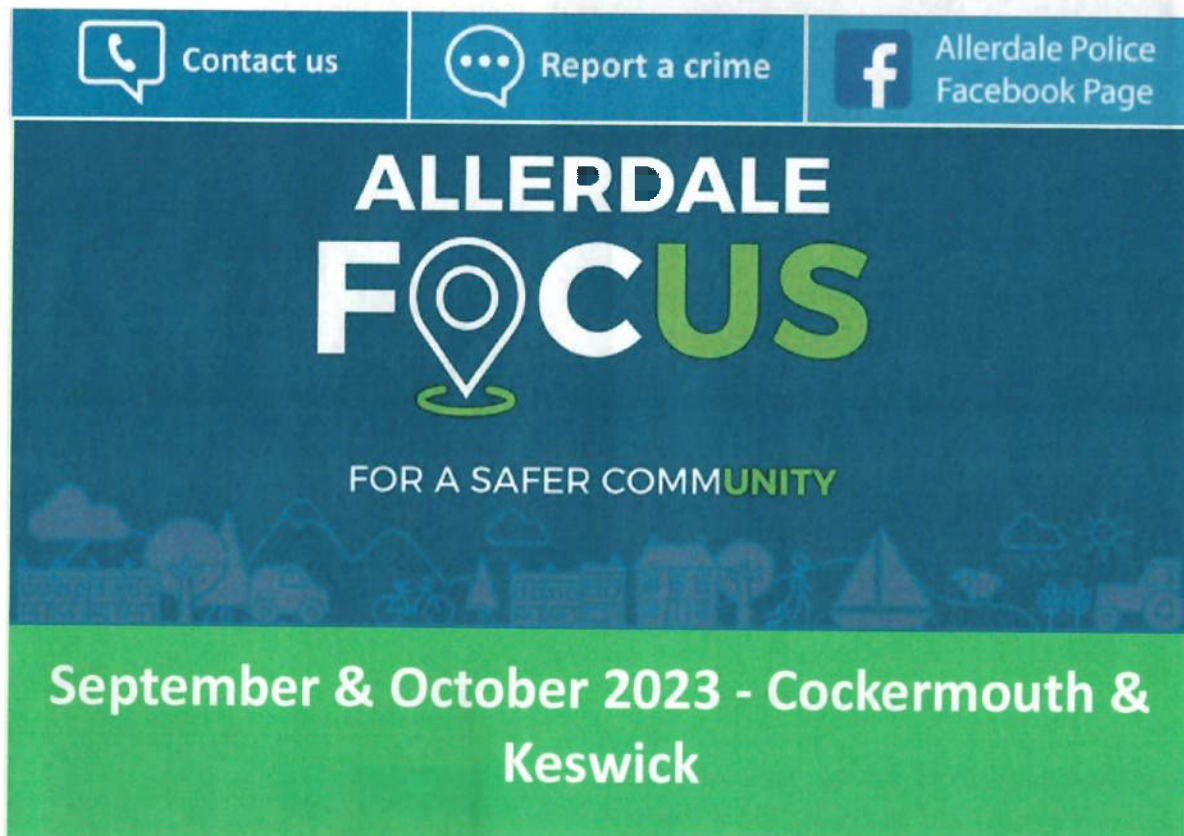
\_\_\_\_\_  
Date

**Town Clerk**

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**From:** Cumbria Police <CumbriaPolice@public.govdelivery.com>  
**Sent:** 23 October 2023 13:03  
**To:** Town Clerk  
**Subject:** September & October 2023 - Cockermouth & Keswick

[View in browser](#)



In this months newsletter you will read about some of the activities we have been doing over the last month targeting issues such as anti-social behaviour, drug offences and road safety.

We are continuing to target anti-social behaviour in hotspot areas of Keswick and Cockermouth with proactive patrols. Please continue to report incidents to us so we can work with our partners and respond accordingly.

**Sergeant Neil McKinnell**







## Cockermouth patrols

PC Shona Pattinson conducted high visibility foot patrol around Cockermouth on 25 September, targeting areas of anti-social behaviour and having a visible presence during school pick up times.

Was lovely to engage with so many members of the public.

## A66 monitoring

We spent an hour on the afternoon of the 30 September monitoring the A66 for any suspicious vehicles that may enter our communities and commit crime.

One vehicle was stopped and the driver dealt with for no insurance.

Fact: No Insurance = minimum 6 points and £300 fine



## Local priorities

On the evening of 14 October we were out targeting identified issues and local priorities in towns across the area.

- A male was found in possession of Cannabis following a stop search in Silloth
- An E-scooter was seized after a youth was found riding down Station Street in Cockermouth
- A vehicle uplifted on behalf of DVLA for having no tax in Aspatria
- Two drivers were reported for driving without in insurance in Silloth and Keswick.





### Vehicle stopped for no insurance

PCs Shona Pattinson and Adam Benson stopped this vehicle on the evening of Friday 13 October after it showed no insurance in Cockermouth.

The driver was dealt with accordingly.

Remember to always insure your vehicles, it is an offence otherwise and you will be subjected to 6 points, a £300 fine and your vehicle seized!

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### One way system Station Street and St Johns Street

We are aware that some drivers are not following the one way system on Station Street and St Johns Street in Keswick.

The one way road starts on Station Street and goes round onto St Johns Street. There is sufficient 'no entry' signs and markings and 'one way' signs in the area, which are also displayed in the photos. 🚫

There is a large footfall of pedestrians in this area and to avoid injury or incidents, drivers should drive to the rules of the road. Officers will be paying attention to this issue while in the area.

Chance takers are accident makers!



### Patrols following reports of anti-social behaviour

On 22 September, PC Shona Pattinson and PCSO Gemma Robinson conducted high visibility foot patrol in Cockermouth following reports of anti-social behaviour.

Several groups of young people were spoken to and everyone was in high spirits.

On 23 September, PCSOs Rachel & Kerry are on foot patrol at the Taste Cockermouth event.





### Rotary club visit

On 21 September, PCSO Liam Forrester gave a talk to Keswick Rotary Club.

It was an opportunity to discuss with the group the role of a PCSO and the work which takes place in Keswick.

Also discussed was the benefits of a neighbourhood policing team.



### Cockermouth School Anti-social behaviour talk

PCSOs Clare Parker and Megan Jones have visited Cockermouth school and delivered an Anti social behaviour talk to the year 9 students.

The students engaged so well, asking lots of questions.

Thank you so much for having us in school it was a pleasure.



### Drug Activity Community Appeal

A DACA (Drug Activity Community Appeal) was distributed in the Slatefell Avenue of Cockermouth.

We are looking to challenge the use and supply of drugs in this area.

Tell us about:

- 👉 Suspicious activity on your street
- 👉 Suspicious people or vehicles on your street
- 👉 Drug supply in your community
- 👉 Any concerns about crime in your neighbourhood

Anyone with information can report online at [www.cumbria.police.uk/report-it](http://www.cumbria.police.uk/report-it).

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

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### County lines and drug talk

On 29 September, PCSO Clare Parker visited Cockermouth school to deliver talks on County Lines/Drugs.

Lots of questions were asked by the two groups of students.

It was a pleasure to visit the school and educated the students on these relevant subjects.

Read more about County Lines here - [What Is County Lines? | The Children's Society \(childrenssociety.org.uk\)](http://What Is County Lines? | The Children's Society (childrenssociety.org.uk))

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### Halloween and Bonfire night

The end of the month will see Halloween and Bonfire night and we wanted to take this opportunity to advise our communities on keeping themselves safe.

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





## Rural Crime

### Rural Crime Training

We attended Penrith Auction Mart on the 13 September, ahead of National Rural Crime Week and the launch of our new Rural Crime Team.

We received training from the new team and a number of partners on spotting the signs and crime prevention.

Operation Lantern, is the constabularies dedicated operation to target rural crime.

It was lovely to get amongst the popular members of the Cumbrian Landscape!!



**Sign up to our new Rural Crime Team Facebook page**

We've created a new Facebook page for our Rural Crime Team [here](#), this will be a place for us to highlight issues, incidents and advice to keep our rural communities safe.



StreetSafe is a service that allows you to report safety concerns in public places without giving us your name.

This includes issues like poorly lit streets, abandoned buildings, or vandalism, as well as instances where you feel unsafe due to someone following or verbally abusing you.

Report an issue here: [StreetSafe | Cumbria Police](#)



### Interested in joining the police?

We are currently open to Police Officer, Special Constable and Police Community Support Officer applications.

For all for vacancies visit - [Search for Jobs \(webitrent.com\)](#)



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).**



If you have great communication and listening skills, are able to remain patient and calm in stressful situations and want to engage with your local community, this could be the job for you.

Apply [here](#) or for more on the role of a PCSO visit - [About PCSOs | Cumbria Police](#)



**We are now taking applications for Special Constables**

The Special Constabulary is a voluntary body, whose officers form a vital part of the police family, working alongside their regular colleagues to police the communities of Cumbria. Specials perform a variety of police duties to support regular officers with the day-to-day policing of Cumbria.

For more information on being a Special Constable - [click here](#)

Apply [here](#)



## 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

### New Roads Policing Unit launched as officers tackle the Fatal Four

Cumbria Police launched its new, dedicated Roads Policing Unit (RPU) today (3 Oct), as part of a commitment to making our county's roads safer for all.



The change will see the Constabulary move away from officers operating in a dual role as roads policing officers and firearms officers.

Moving forward, Cumbria Police will have an additional 20 officers dedicated solely to roads policing.

**Chief Constable Rob Carden said:** "Too many people are killed or seriously injured on our roads and too often it is as a result of poor driving behaviour, including people drink or drug driving, people being distracted at the wheel and people driving too fast for the road or the conditions.

"Cumbria Police is committed to leading the way on targeting those who are making our roads unsafe for all.

"We have been taking innovative approaches to making our roads safer, including through the use of [data analytics](#) and working with partners to target poor driving habits, as with [Operation Tramline](#).

"But we have no greater resource than our officers, which is why we are making this commitment to a dedicated Roads Policing Unit, with dedicated officers who will work day-in and day-out to make our county's roads safer." **Read more** [here](#).

### **Criminal serving 14 years must pay back £172,000 - or face extra jail time**

A member of an organised crime group who was imprisoned for 14 years following a Cumbria Police investigation must now also pay back more than £172,000 – or serve extra jail time.

Financial investigations carried out by the county's Serious and Organised Crime Unit means Robert McNichol is also facing a significant financial penalty for his drugs crimes.

McNichol, 45, formerly of Greenwood Terrace, Maryport, was one of a number of people jailed last year following an investigation that led to the seizure of large amounts of cocaine and cash.



Detectives behind Operation Limousine put together a case that led to him admitting conspiracy to supply cocaine, possession with intent to supply cocaine and possession of criminal property.

But officers did not stop there.

Since then investigations have continued to ensure all efforts were made to deprive him of his ill-gotten gains. **Read more** [here](#).

### **Rural communities urged to be vigilant following metal gate thefts**

Officers are asking our rural communities to be vigilant after several metal gates were stolen from fields and rural properties in the Carlisle area.

Police received reports from the areas of Little Orton, Kirkbrampton and Little Bampton of metal gates being taken during the night.

However, we are aware that some incidents have not been reported and would encourage those who haven't reported incidents to get in touch. We need our communities reporting information to us to build a picture of the issue and direct our resources to that area and make it a hostile environment for criminals

Following these incidents officers would like to remind our communities to be vigilant and report suspicious or unusual activity to police. **Read more** [here](#).



## **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



Offence Group	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	16	17	-1	-5.9%
Burglary	2	2	0	0.0%
Drug offences	3	5	-2	-40.0%
Miscellaneous Crimes Against Society	2	2	0	0.0%
Possession of weapons offences	1	2	-1	-50.0%
Public order offences	5	20	-15	-75.0%
Robbery	0	0	0	0.0%
Sexual offences	5	10	-5	-50.0%
Theft offences	19	17	2	11.8%
Vehicle Offences	9	5	4	80.0%
Violence against the person	42	32	10	31.3%
<b>Total</b>	<b>104</b>	<b>112</b>	<b>-8</b>	<b>-7.1%</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 crime [online here](#)

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

This email was sent to [lynda@keswicktowncouncil.gov.uk](mailto:lynda@keswicktowncouncil.gov.uk) using govDelivery Communications Cloud on behalf of: Cumbria Police  
• Carleton Hall • Penrith • Cumbria • CA10 2AU





The Revd Charles Hope, MA MA FRGS CF  
Vicar of Keswick St John's with Borrowdale  
St John's Vicarage,  
Ambleside Road,  
Keswick CA12 4DD  
017687 75855  
[vicarksj@gmail.com](mailto:vicarksj@gmail.com)

The Revd Andy Murphie,  
Vicar of Crosthwaite  
Crosthwaite Vicarage,  
Vicarage Hill,  
Keswick CA12 5QB  
017687 72509  
[vicar@crosthwaitechurckeswick.co.uk](mailto:vicar@crosthwaitechurckeswick.co.uk)

Dear Town Councillors

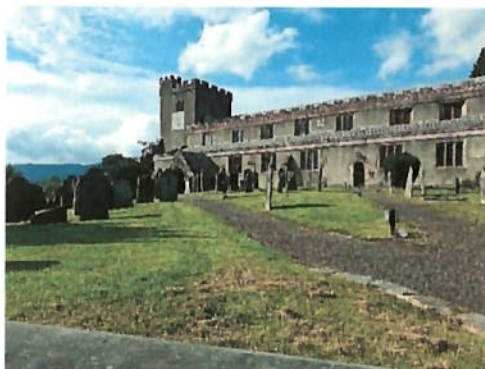
**Re: Churchyard Maintenance in Keswick**

Thank you! We're very grateful indeed for your support in 2023 for the maintenance of the two churchyards in Keswick. Your help has enabled us to successfully maintain these public spaces for the benefit of our community. We are writing now to ask you to consider continuing your support for these churchyards in a similar manner in 2024 and to let you know what we've been doing in 2023.

**Crosthwaite**

The Crosthwaite Churchyard Plan (copy attached) divides the churchyard into four areas. Three of these - the area in front of the church, the new burial area beyond the railway line and the 'new new' area beyond the hedge nearest the A66 are all cut regularly to a short 'lawn like' look. The remaining 'old' churchyard area behind the church is cut twice a year, with the main edges being cut to a short two metres width. The hedges are cut once a year. Lowes are paid to undertake this work.

Volunteers, including help from Keswick Rotarians, assist in cutting back overgrown areas, path maintenance (including removal of moss), raking and removal of long grass, strimming of verges and emptying waste in the bins. Designated War Graves and historic burials (e.g. Rawnsley, Southey) are regularly cut. As an Eco Church Bronze Award holder, we also provide owl and bat nesting boxes and aim to support an appropriate natural environment. We aim to keep a balance between accessibility and sustainability.



## St John's.

The maintenance regime at St John's is that Lowes are paid to do 12 cuts a year around the church, the ashes section and the new section. Probation 'clients' under supervision maintain the old section – the new/old section is done very 2-3 weeks and the old/old section is cut once the flowers have gone to seed in about late June. There has also been a tree planting regime of native deciduous trees throughout the old areas of the churchyard. Sadly, many of these saplings have not taken, in part due to the 'keenness' of those operating strimmer's. But the concept of tree planting is correct and we will be asking for people to plant trees in memorial or as donations in the coming months, as well as planting spring flowering bulbs. Again, the overall effect is aim for something that honours the departed, is suitable for those grieving, yet also reflects the needs of the environment.



The cost of maintaining our two churchyards falls on the two PCCs and is noted in our annual accounts. As with all charities, these accounts are public documents, lodged with the Charity Commissioners and available for any who wish to see them. In broad terms, the annual cost of maintenance is around £9,000 per churchyard per year - costs would include grass cutting, hedge trimming, and other maintenance needs specific to each churchyard. Costs for 2022-2023 have remained stable due to prudent cost savings.

The income we receive from churchyard fees covers approximately half this cost, with the remainder – some £4,500 - borne annually by St. John's and Crosthwaite PCCs. Crosthwaite funds this deficit out of its general funds but has to make provision to support this with legacy funds in the event general funds will not cover the entire cost. (General funds being largely the regular giving of church members.) St. John's funds the deficit on the churchyard from a separate restricted fund which was established from the sale of land for the Hopes housing project. (The lump sum from the Hopes project has only a limited lifespan and is diminishing.)

We understand that the Town Council has significant commitments for its funds, but we do feel that there is a case to make the request for a regular contribution to each church in their efforts to maintain our local churchyards as community assets that are for the benefit of the whole community of our town, its residents and visitors. The Town Council may care to think of sharing half of the short fall for both of the churches making a total of £4,000 p.a. shared equally. Over the year we have met with your officers to describe progress on the both churchyards. But this could be formalised should the Town Council wish to share in a joint working group on churchyard management to oversee how its contribution it being used for the good of all people in the town.

Thank you for your kind consideration.

Yours sincerely,

Revd. Charles Hope  
Revd. Andy Murphie

Papers attached.

## Crosthwaite Churchyard Maintenance Plan

### Purpose

The purpose of our maintenance plan is to recognise the many ways in which the Crosthwaite Churchyard is used by parishioners, visitors to the church and churchyard including for special occasions, and local residents who enjoy the amenity of a publicly accessible green space.

The churchyard must be maintained in a way that is safe, balances the different uses, and is affordable within the limited resources available to the Parochial Church Council.

### Objectives

Are objectives are to provide:

- a pleasant, reflective place for congregation and visitors
- a fit and proper setting for Keswick's oldest church
- an environment in keeping with the purpose of burial and interment of cremated ashes, with an atmosphere of respect and commemoration for the departed
- a haven for grasses, wild flowers, trees, birds, butterflies and other wild creatures, in line with Eco Church Bronze Award.
- a 'cared-for' appearance
- easy access to the church building and to tended graves
- an area of grassland set aside for nature conservation with cutting limited to grass cutting twice a year

### Areas of the Churchyard

The graveyard areas can be divided into 4 separate sections

A – the area in front of the church

B – The 'Old' graveyard behind the church

C – The new graveyard immediately beyond the railway line

D – The most recent new graveyard beyond the hedge nearest the A66

### Responsibilities

At present the maintenance is managed by a contractor and volunteers. Tony Duncan and Linda Tee oversee this on behalf of the PCC.

### Contact

Our present contractor is John Lowe (07799891727)

- Sections A, C and D are regularly cut to a short 'lawn like' look.
- Section B is cut twice a year. This does not seem to be a problem as the extensive tree cover limits the height and growth of the grass. The main edges of all sections within B are mown short to a 2 metres width.
- After 1 complaint the long section to the left of the path, facing Portinscale, did have an extra cut. It is proposed we continue to do this on a more regular basis.
- Hedges cut once a year.

## Volunteers

With the help of volunteers, from Keswick Rotary as well as church members, the following has been done and will continue:

- Cutting back of overgrown areas especially on the east and west sides of the old graveyard next to the field and lane.
- Path maintenance.
- Raking and removal of long grass after mowing.
- Strimming of verges in car park next to the new churchyard.
- Emptying of all the waste bins.

In addition to the above it is planned that areas in and around the graves of Rawnsley, Southey and the designated war graves will be regularly cut.

Provision of Owl and Bat Nesting Boxes.

Linda Tee, August 2022



## Report for Keswick Town Council 16th November 2023

### **The Organisation:**

KCERP is a registered charity, and volunteer-led organisation, with a part-time project manager whose role is currently largely funded (300 hours per annum) by Keswick Town Council. The main focus is to support Keswick's residents during and following a potential flooding scenario. Our emergency plan also covers a number of other situations such as power outages and pandemic, which are updated according to the risks identified on Cumbria's Community Risk Register.

### **Achievements since the last report:**

- Claire Peat was appointed as a new project manager (PM) in February 2023, taking over from Kimberley Ward, who left in April 2023.
- We have appointed a new trustee, Chris Simms, who has experience with the Environment Agency, so can provide invaluable insight to the board.
- Grant funding was approved from CiFR (Cumbria innovative flood resilience), allowing us to:
  - Upgrade outdated IT
  - Replenish sandbag stores
  - Recruit for a lengthman, to help reduce the risk of surface water flooding in the town
- The annual leaflet for householders is printed, and due to go out in November to all residential addresses with a CA12 postcode.
- KCERP has engaged with the local holiday cottage offices to request an electronic copy is sent to their CA12 owners, and they have a plan for their visitors.
- The KCERP trustees and Town Councillors, attended the Mountain Rescue base to tour the new multi-agency response area, and consider how the community response runs alongside the emergency services.

### **Ongoing Challenges:**

1. The recent reorganization of Local Government has resulted in some confusion with new roles, and some key roles have not yet been replaced. We are working closely with Keswick's Flood Action Group, and Cockermouth's Emergency Response Group to share information and find the right people to contact.
2. Some of Keswick's volunteer organisations have ceased to operate, leaving some gaps in the emergency response. For example, the WI used to support the Mountain Rescue base during ongoing emergencies. KCERP is updating their list of volunteers to include wet/dry volunteers, and ensure there is support for the emergency services as well as for the residents.
3. One of our key river monitors at Low Briery was irreparably managed during Storm Desmond. We, alongside the EA, are monitoring replacement telemetry further upstream near Threlkeld, to ensure our action triggers (such as closing park flood gates) happen at the right times when water is rising. Unfortunately this monitoring station can't account for run-off from a number of tributaries closer to Keswick, so telemetry is less accurate for predicting issues downstream.
4. Thankfully, we have not had a full-scale emergency since the completion of the Mountain Rescue Base's extension. This however means we haven't yet tested how we will work with "Silver Command" operating from the MRT base, and Keswick's volunteers working from an operational command centre in the Council Chambers. The plan needs to be updated, and a live simulation run to test the plan and communication. Funding has been secured for this, but no date is yet confirmed.

5. Following a flood, we've previously used space in the Skiddaw St building owned by Keswick Ministries. They have a new facilities manager, and it's not currently clear whether they will evacuate themselves to Skiddaw St given the flood risk at the old pencil mill. PM liaising with Keswick Ministries to clarify.

**Ongoing work:**

- We continue to recruit and train volunteers with around 15 new volunteers having signed up following the recent campaign. Training and refresher sessions will be ongoing through the Winter months. We would like to produce a quick reference guide for all volunteers, so if they cannot attend training, they can know when to respond in various scenarios.
- Our confidential list of vulnerable householders who may require additional assistance have all been contacted to introduce the new PM, and discuss their current situation and needs. New householders may be added following the leaflet campaign.
- A close working relationship with the Flood Action Group is being fostered to ensure information sharing, and streamlined working with external agencies such as the EA.
- The Community Emergency Plan is being revised to include data-driven action triggers, and expanded to cover the higher risk of power outages. The PM will attend a power outage scenario in 2024 run by Cockermouth to inform Keswick's planning.

KCERP thanks the Council for its ongoing support to the project.

Report prepared by Project Manager Claire Peat.  
Town Council representative is Sally Lansbury

<b>Planning Applications received between 13/10/2023 - 09/11/2023</b>			
<b>Plan ref</b>	<b>Reply by</b>	<b>Location</b>	<b>Description of Proposed Development</b>
T/2023/0147	06-Nov-23	Bed to the right of the Lake Road underpass, Keswick, CA12 5DQ	Cherry tree - fell. The tree is in very poor condition, an arborist has been consulted and the suggestion is that the tree is felled
T/2023/0149	15-Nov-23	Hope Park, Golf Kiosk And Putting Green, Lake Road, Keswick, Cumbria, CA12 5DG	Fell 1 ash tree
7/2023/2194	21-Nov-23	65, The Headlands, Keswick, CA12 5EH	Construction of garden store building
7/2023/2206	08-Nov-23	Crothwaite Conference Centre, Church Lane, Keswick, CA12 5QG and, Skiddaw Centre, Skiddaw Street, Keswick, CA12 4BY	The operation of a temporary campsite, on an annual basis, for three weeks during July and August, with the installation of a permanent approved waste water treatment plant to provide OFFSET Waste Water mitigation
7/2023/2210	No comments required	The Rowans, Ambleside Road, Keswick, CA12 4DN	Non-material amendment to planning application 7/2023/2126 (Single storey rear extension and two storey side extension to dwelling following approval of application 7/2022/2198) to simply roof construction
7/2023/2214	06-Nov-23	Lakeland View, 13 High Hill, Keswick, Cumbria, CA12 5NY	Retrospective application for the change of use of a guest house (Use Class C1) to a holiday let (sui generis use) with internal alterations to the property to provide manager's accommodation to be occupied in association with the holiday let.
7/2023/2225	15-Nov-23	16, Church Street, Keswick, CA12 4DT	Proposed alterations to replace rear flat roof with pitched slate roof and alterations to the rear elevation fenestration
<p><b>NOTICE TO THE PUBLIC: Interested parties are invited to let the Town Clerk have their comments, in writing or via email to: <a href="mailto:townclerk@keswicktowncouncil.gov.uk">townclerk@keswicktowncouncil.gov.uk</a>, prior to the meeting regarding any of the planning applications on this sheet.</b></p>			

# Keswick Town Council



Council Offices, 50 Main Street, Keswick

Cumbria CA12 5JS

Tel: 017687 73607

website: [www.keswicktowncouncil.gov.uk](http://www.keswicktowncouncil.gov.uk)

FAO Development Management Support Team  
Lake District National Park  
Murley Moss  
Oxenholme Road  
Kendal, LA9 7RL

2 November 2023

Dear Sirs

## Keswick Town Council – Planning Observations

General planning observations – as agreed sent under Town Clerk's delegated powers

Plan Ref.	Description of Development Location
T/2023/0147	Cherry tree - fell Bed to the right of the Lake Road Underpass Keswick CA12 5DQ No comments made <b>SUPPORT</b>
7/2023/2206	The operation of a temporary campsite, on an annual basis, for three weeks during July and August, with the installation of a permanent approved waste water treatment plant to provide OFFSET Waste Water mitigation Crosthwaite Conference Centre, Church Lane, Keswick, CA12 5QG and, Skiddaw Centre, Skiddaw Street, Keswick, CA12 4BY No comments made <b>SUPPORT</b>
7/2023/2214	Retrospective application for the change of use of a guest house (Use Class C1) to a holiday let (sui generis use) with internal alterations to the property to provide manager's accommodation to be occupied in association with the holiday let. Lakeland View, 13 High Hill, Keswick, Cumbria, CA12 5NY This is a resubmission of an application which was withdrawn as a consequence of the anti social behaviour reported by the adjoining property and others following this change of use which had been implemented with on site management removed and without planning permission. We welcome the acknowledgement that to address these



VAT No. 257 2473 48



concerns this proposal includes the provision of on site management by means of adapting the existing accommodation to achieve this. It is noted that the original owners accommodation was directly below the first floor apartment in separate ownership and it would be preferable if the new managers accommodation was in the same position to minimise noise intrusion. For consistency in our recommendations for such applications we now support this proposal but remain concerned at the 6 month period required for implementation of the new managers accommodation and appointment of a resident site manager. We believe this change of use should not be allowed to operate until this provision is in place.

**SUPPORT**

7/2023/2225

Proposed alterations to replace rear flat roof with pitched slate roof and alterations to the rear elevation fenestration

16, Church Street, Keswick, CA12 4DT

No comments made

**SUPPORT**

Yours sincerely  
Vivien Little

Town Clerk  
[townclerk@keswicktowncouncil.gov.uk](mailto:townclerk@keswicktowncouncil.gov.uk)

## Decisions Received from LDNPA

### Planning Decisions Received between 13/10/2023 & 09/11/2023

#### AGENDA ITEM 10.ii)

Plan Ref	Date of Application	Location	Postcode	Description	KTC Observations	LDNPA Decision	Appeal	Appeal Decision
7/2023/0132		Fitz Park Kiosk Cafe, Station Road, Keswick, Cumbria	CA12 4NF	2 x Western Hemlock trees (marked T001 and T002 in notification) - Fell to ground	SUPPORT	GRANTED		
7/2022/2006	January-22	Greta Motor Body Works Ltd, Industrial Estate, Southey Hill, Main Street, Keswick,	CA12 5NR	Erection of a new detached building consisting of 3 no. light industrial units	SUPPORT	Withdrawn		
7/2023/2138	September-23	16, Ambleside Road, Keswick	CA12 4DL	Demolition of existing Upvc conservatory and replacement with single storey family room extension. 1no replacement and 1no additional roof light to the existing roof	SUPPORT	GRANTED		
7/2023/2150	August-23	2, Grange Park, Keswick	CA12 4AY	Extension to the rear of the house off the upper ground floor level	SUPPORT	GRANTED		
7/2023/2161	August-23	11, Fenton, Keswick	CA12 4AZ	Addition of dormer & porch plus alteration of windows on rear. Removal of rear chimney.	OBJECT	GRANTED		
7/2023/2166	September-23	12, The Plosh, Borrowdale Road, Keswick	CA12 5DE	To replace 3 windows at the rear of the property	OBJECT	Listed Building Consent Refused		
7/2023/2178	September-23	7, Brackenrigg Drive, Keswick	CA12 4JJ	Extension of bungalow to create porch and dining room	SUPPORT	GRANTED		
7/2023/2184	September-23	67, The Headlands, Keswick	CA12 5EH	Single storey front, side and rear extension to dwelling	OBJECT	Withdrawn		
7/2023/2210	October-23	The Rowans, Ambleside Road, Keswick	CA12 4DN	Non-material amendment to planning application 7/2023/2126 (Single storey rear extension and two storey side extension to dwelling following approval of application 7/2022/2198) to simply roof construction	No comments required	Refused		

**KESWICK TOWN COUNCIL****TOWN COUNCIL MEETING 16TH NOVEMBER 2023****MAYOR'S ENGAGEMENTS & MEETING ATTENDANCE**

For period 13th October 2023 – 9th November 2023

Tuesday 17 October	Attended meeting to discuss Future Ideas for Keswick Parks with Jean Murray, Chris Houghton and Parks Staff.
Thursday 19 October	Attended meeting with Rose Lord of LDNPA at Cafe HNW to discuss development Plans for Staff / Parks Equipment Store and Cafe in Fitz Park.
Thursday 19 October	Attended Town Council Meeting.
Thursday 26 October	Attended first meeting of Cumberland Council 'Lakes to Sea' Community Panel At Kirkgate Centre in Cockermouth.
Monday 30 October	Attended meeting of Battersby Hall Trust.
Wednesday 1 November	Attended Signing of Armed Forces Covenant with Rob Nelson at the Community Centre in Workington at the invitation of the Mayor of Workington.
Wednesday 1 November	Attended 'Away Day' afternoon meeting of Town Councillors to discuss future Aims of the Town Council.
Thursday 2 November	Attended Planning Group meeting to discuss recommendations on current Planning applications.
Wednesday 8 November	Attended meeting with Rod Hughes of 2030 Architects in Penrith to discuss Progression development plans for new Staff / Parks Equipment store and Cafe.
Thursday 9 November	Attended Judges Service at Carlisle Cathedral at the invitation of The High Sheriff of Cumbria.
Thursday 9 November	Attended Pre Budget meeting for Parks Trust.
Thursday 9 November	Attended Park Trustees meeting.

**KESWICK TOWN COUNCIL**

**16 NOVEMBER 2023**

**Clerk's Report**

**Keswick Lighting Switch Off**

The Town Council previously agreed to support a request from the Keswick Tourism Association to support an initiative to have a Dark Skies event held in Keswick. I have been in communication with the Friends of the Lake District, and the date for this event has been confirmed for Thursday 8<sup>th</sup> February 2024, from 7pm, and for this first year will take place in the area close to Crow Park, as a trial (see attached map, the area affected is outlined in red). This is mostly due to the fact that the street lights in Keswick are a little more complicated than in other places. I understand that events will take place close to the lake shore, and will inform Councillors more when information is received.

**Levelling up and Regeneration Bill**

The Levelling up and Regeneration Bill was enshrined in law after it was granted Royal Assent on 26 October 2023. While it is too early to understand all the implications, there are some things which Town and Parish Councils should be aware of moving forward:

- Section 106 Agreements will be replaced by a Single Infrastructure Levy (the Community Infrastructure Levy is also being removed, though it was not in place here). Under CIL, there was a 'Neighbourhood share', which is retained under this new bill. This will take time to understand what impact this will have.
- It also places 'a new duty on local authorities to prepare infrastructure delivery strategies to outline how they intend to spend the levy'. Again this will need to be explained further.
- Neighbourhood Plans will have greater weight in planning decisions
- The bill includes new 'street' vote' powers, allowing residents on a street to bring forward proposals to extend or redevelop their properties in line with their design preferences
- The Bill will allow Town and Parish Councils to produce a simpler 'neighbourhood priorities statement' which the Local Planning Authority will be obligated to take into account when preparing its local plan.
- Provides Local Planning Authorities the power to refuse planning application where a developer has a track record of delayed build out
- Strengthens enforcement provisions
- Provides greater protection for heritage assets
- Introduces a new discretionary council tax premium on second homes up to 100% - Cumberland Council approved the introduction of an increased council tax charge in respect of second homes, from 1 April 2024.
- Does not include any measure to enable local authorities to meet virtually

As this bill has only just come into law, it will take some time for the impacts to be fully understood, especially in working with the Local Planning Authority, but there are a number of things which are worth investigating in the future.

**Christmas Card Competition**

Last year, Keswick Town Council sponsored the Keswick Reminder's Christmas Card Competition (see attached image), and we have been asked if we wish to sponsor it once again. I have attached the



details of what is involved below. The cost is £350 + VAT, and Councillors last year thought it was a very worthwhile cause to be involved in.

Councillors are asked if they wish to sponsor this once again. We have funds in contingency which can be used for this.

It should be noted that if Councillors do not wish to fund this, Councillor Harwood has offered to use his mayoral fund to pay for this.

Vivien Little  
7 November 2023



- Notes - Key**
- Road or Footway lighting in ownership of Cumberland Council
  - Footway lighting in ownership of Parish Council
  - Car Park lighting in ownership of Cumberland Council
  - Car Park Lighting in Private Ownership
  - Park lighting in ownership of Unknown
  - Lighting in Private Ownership

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## Town Clerk

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**From:** >  
**Sent:** 02 November 2023 11:36  
**To:** Town Clerk  
**Cc:** Catherine Parker  
**Subject:** The Keswick Reminder - Christmas Card Competition  
**Attachments:** KTC\_colour\_large\_480x320.png; Mayor of Keswick Cllr Steve Harwood.jpg; KR Final xmas card comp 2022 CW049728\_v1\_28.pdf; Christmas Card Competition 2023 Timeline - Keswick Reminder.docx

Hello and good morning,

I am dropping you a line as last year you very kindly sponsored the Christmas Card Competition, and we would like to offer you first refusal again this year.

It is well received, it gets the community and children involved, is a great read and people enjoy looking out for it.

The insertion date this year is Friday 1<sup>st</sup> December.

Involving the local schools, the children will get to design Christmas cards and the school will then choose two of the best designs to email into us, a voting system will be set up online/Facebook as well as a voting coupon being published in the Keswick Reminder.

The page is a fun way to interact with these communities and offers fantastic brand association with the Keswick Reminder, the page will be well received, and we know our readers will be keen to get a copy of the paper on the day to see all the wonderful designs. The interest will continue over that week as we are asking readers and online users to vote for their favourite design. Each Christmas card will also have a 'support message' from local businesses wishing to get involved. These will appear below each Christmas card design. I've attached an example of this from last year.

We are also offering our sponsor the opportunity to be seen, as a thank you for supporting the competition, please see below details for the sponsorship package – this is what that would look like for yourself if you were indeed able to sponsor the competition in the Reminder.

### **Sponsorship package:-**

- Branding on any pre-promotional activity promoting the competition.
- Logo on the page - 'in association with'... along with some wording in the page header and footer of the page (please see example on visual)
- Branding on our subscription packaging on the day the competition is published to over 500 readers.
- Branding on any voting promotion in print, online and Facebook
- The winning entry and school will be featured in the Keswick Reminder and the sponsor will be able to supply 'a quote' on why they wanted to get involved and how they link with local communities etc.
- The winning entry will have their Christmas card printed (50 copies) and the sponsors logo will be on the back of the card.
- Site skin on our website on the day of publication, wrapping the website homepage of the Keswick Reminder online newspaper.

**Total investment: £350 + VAT**

I hope this is something that you would like to support and look forward to hearing from you soon.

With best wishes,



# Christmas Card Competition



In association with Keswick Town Council

**Our local schools have produced some amazing Christmas Card designs**

Here is a selection of the designs produced by Bassenthwaite School, Borrowdale School, Braithwaite School, Little Monkeys Day Nursery & St Herberts School.

To vote for your favourite design please fill out the coupon at the bottom of this page or vote on our [Facebook](#) page. The winning entry will have their Christmas card design printed and it will be published in the newspaper.



To vote for your favourite design please send this coupon to:  
**The Keswick Reminder, 14 King Street, Penrith CA11 7AH**  
Voting open from Saturday 28th November to Friday 2nd December at 5pm  
(No photocopy votes will be accepted)

Christmas Card number: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Name of Pupil (if listed): \_\_\_\_\_  
Your name: \_\_\_\_\_

Keswick Town Council  
are delighted to have sponsored  
the Christmas Card competition with

**The Keswick Reminder**



Keswick Town Council, 50 Main Street, Keswick CA12 5JS  
Tel: 017687 73607 | Email: [office@keswicktowncouncil.gov.uk](mailto:office@keswicktowncouncil.gov.uk)



KESWICK TOWN COUNCIL

16 NOVEMBER 2023

**Biodiversity Duty**

Under the 2021 Environment Act, public authorities (including Town and Parish Councils) who operate in England must consider what they can do to conserve and enhance biodiversity in England.

Government guidance published on 17 May 2023 clarifies that, as a public authority, Town and Parish Councils must:

- Consider what they can do to conserve and enhance biodiversity
- Agree policies and specific objects based on their consideration
- Act to deliver their policies and achieve their objectives

Town and Parish Councils, unlike other authorities, are not obliged to publish a report on their actions, but the Government guidance requires all public authorities to complete their first consideration of what action to take for biodiversity by 1 January 2024. They must agree their policies and objectives as soon as possible after this, and make reconsider the selected actions within 5 years of completing their previous consideration, or more frequently if they choose.

To comply with the guidance, Town and Parish councils could as a minimum:

- Have biodiversity as an agenda item for a meeting before the end of 2023
- Note what action in respect of biodiversity is already taking place locally
- Agree what further steps to take at this stage

Such steps may include:

- Reviewing what biodiversity or nature recovery plans are already in place for other local authorities
- Making contact with local voluntary groups working on nature conservation
- Carrying out a biodiversity audit of council landholdings and/or the whole council area
- Gathering expert advice on possible actions in support of biodiversity
- Drafting an action plan that covers actions that the council will take itself as well as support for the actions of other local bodies

Whatever action is agreed, as a minimum local councils could ensure they address biodiversity concerns when commenting on planning applications.

All these steps may inform an agreed biodiversity policy for which a model example is attached.

## **DRAFT MODEL BIODIVERSITY POLICY**

### **Introduction**

In accordance with the duty imposed on Town and Parish Councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, Keswick Town Council will, in exercising all its functions, have regard to the purpose of conserving biodiversity.

This duty also means that the Town and Parish Councils can spend funds in conserving biodiversity.

### **Definition**

According to DEFRA (Biodiversity 2020), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet.

Biodiversity is important for its own sake and has its own intrinsic value. A number of studies have shown this value also goes further. It is the building block of our 'ecosystems'. These provide us with a wide range of goods and services that support our economic and social wellbeing. These include essentials such as food, fresh water and clear air, but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives.

### **Aims and Objectives**

The object of this policy is to work towards enhancing and protective the biodiversity of Keswick.

All committees of Keswick Town Council will consider sustainability, environmental impact and biodiversity when making decisions and will develop and implement policies and strategies as required.

In particular Keswick Town Council will aim to improve the biodiversity of the area in the following ways:

- Consider the potential impact on biodiversity represented by planning applications
- Manage its land and property using environmentally friendly practices that will promote biodiversity
- Support local business and council operations in the adoption of low impact practices
- Support residents and local organisation activities to enhance and promote biodiversity.

### **Actions**

#### **Planning applications**

- Keswick Town Council, when commenting on planning applications, will support site and building design that benefits biodiversity through the conservation and integration of existing habitats or provision of new habitats
- It will support protection of sensitive habitats from development and will consider whether the development would mean the loss of important habitats for wildlife in respect of all applications.
- It will consider what each proposed development might make in terms of biodiversity net gain

### **Land and Property Management**

- Keswick Town Council will carry out a biodiversity audit of its landholdings
- Keswick Town Council will consider the conservation and promotion of local biodiversity with regard to the management of its open spaces. This will include adopting beneficial practices with regard to cutting and removal of vegetation, application of chemicals and timing of maintenance work.
- Special care will be taken in the specification of grounds maintenance contracts to ensure that the work, whilst reaching acceptable standards, does not harm the natural environment
- The Council will consider biodiversity issues and the implementation of changes when managing its buildings.

### **Local community**

- Keswick Town Council will raise public awareness of biodiversity issues, including through its website and newsletters
- It will engage with local businesses and residents regarding biodiversity in the community and how members of the community can assist and make a difference
- It will, where feasible, involve the community in biodiversity projects on its land

### **Partners**

- Keswick Town Council will work in partnership with other organisations to protect, promote and enhance biodiversity with the boundaries of Keswick
- It will review any local nature recovery strategies, species conservation strategies or protected site strategies in respect of local sites of scientific interest (SSSIs) and consider how it may become more involved in implementing the strategies' recommendations.

This policy will be reviewed annually, and should be read alongside the Town Council's Climate Change Action Plan (attached to this document) which will be reviewed every six months.

# Keswick Town Climate Change Action Plan, January 2024

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
<b>Information Sharing</b>	Promotion of local carbon reduction schemes such as the Keswick Lions Repair Café, 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
<b>Local Planning</b>	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
<b>Transport</b>  <b>Reduce number cars on the road.</b>  <b>Increase opportunities for low carbon transport.</b>	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.  Hope Park seeking to put a bike rack in by the GNAAS helicopter – to seek grant money	Town Councillors   Town Clerk	Ongoing   April 2024



	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
<b>Energy reduction</b>	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.
<b>Reducing waste and encouraging sustainable consumption.</b>	Introduce reusable glasses for Council festivals and event.  Prohibition of the use of disposable BBQs on Town Council Land.	Both of these initial targets have been achieved.	New target could be the further reduction of waste at Coronation event, Proms in the Park etc Take your drinks bottles and cans home to recycle etc  Repost the 'Recycle Cumbria' (CCC) social media campaign messages.  Further promote the plastic free Code of Conduct, especially with the changes to businesses using single use plastics.	Events Committee Parks Manager Parks Trustees Town Council	6 May 2023 24 and 25 June 2023       Ongoing

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
<b>Banking and insurance.</b>  <b>Divest from fossil fuel investment.</b>	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 - COMPLETE  Ongoing
<b>Parks.</b> <b>Protect and Enhance Nature, restoring nature for all.</b>	Tree planting and improving biodiversity,	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	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	Parks Manager Keswick Parks Trustees	Ongoing

		<p>Assisted with the control of Himalayan Balsam</p> <p>ASPEN Lower emission fuel is now used in Parks machinery</p> <p>Dennis mower replaced with an electric model, with a second mower on order</p> <p>Additional Wildflower beds have been planted in Hope Park.</p> <p>Moved from perennial plants to pollinating plants</p> <p>An additional battery trimmer/cutter has been purchased</p> <p>Wood reused following tree felling – benches were made from the old oak trees, as well as good planks of wood in the children's play area.</p>		
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	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
<b>Policy</b>		Procurement policy has been amended to include ethical practices and whole life costs of purchases		Town Clerk and Responsible Finance Officer	Insert Date
		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			
<b>Monitoring of Carbon Footprint</b>	To measure the Carbon Footprint of the Town Council and The Park Trusts	This work has been done for previous year	Target reductions and actions to be agreed.	Responsible Finance Officer	31/03/2022 Annual Review
<b>Training</b>	PROPOSED NEW TARGET: To offer all Cllrs, Office and Parks staff CARBON LITERACY training either through CALC or CATS.			Town Clerk	Target Date To be reviewed
<b>Park Users</b>	Talk to all parks users (sports clubs) regarding their carbon footprint				

**Carbon footprint data for the period: 1 January 23 – current date**

Keswick Town Council Offices: ---

Fitz Park Trust 43.0 Tonnes of CO2E

Hope Park Trust 24.9 Tonnes of CO2E

**Acronyms:**

*CALC – Cumbria Association of Local Councils*

*TFN – Transport for the North*

*CAJS – Cumbria Action for Sustainability*

*RCEF – Rural Community Energy Fund*

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



**Keswick Red Squirrel Group**

**Email:** [keswickreds@gmail.com](mailto:keswickreds@gmail.com)

**Address:** Valley Cottage, Borrowdale,  
Keswick CA12 5UY

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**1<sup>st</sup> November 2023**

**To: KESWICK TOWN COUNCIL**

**Subject: Road Safety Campaign for Red Squirrels**

Dear Councillors,

I am writing to seek your support on an initiative we have recently launched in (and around) Keswick. We hope to reduce the number of deaths of red squirrels being hit by vehicles by raising awareness that there are red squirrels in the area and asking drivers to be extra careful. There have been increasing numbers of reports of fatalities in the area covered by our group as well as in neighbouring groups' areas. There were two red squirrels killed in one day on Penrith Road in October.

We have purchased some 'Slow Down Red Squirrels' signs and, with support from members of the public (including Cllr Louise Dunn), we have started putting these signs up in key positions where they can be seen by drivers. However, this approach is slow due to limited funds and people to help with putting up the signs as well as - so far - limited locations with permission.

Therefore, we contacted Cumberland Council who told us that warning signs specifically for red squirrels are not prescribed by the Department for Transport (DfT) and are therefore not erected by Cumberland Council. However they did tell us that The DfT has specified a warning sign that may be used where there have been collisions causing injury to animals: <https://www.gov.uk/government/news/new-road-sign-to-improve-road-safety-and-protect-animals>

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**Keswick Red Squirrel Group**

**Chair/Secretary:** Lynne Roberts

**Joint Vice Chair:** Alan Beck/Paul Dixon

**Treasurer:** Diane Hepworth

**Valley Cottage, Borrowdale, Keswick CA12 5UY**

We would like to ask if Keswick Town Council would support a request that we will be making to Cumberland Council to install some of these simple signs to lamp posts at key areas where squirrels are active warning drivers to take care.

The areas of greatest concern are:

- Borrowdale Road B5289 from the small roundabout in Keswick as you head into the Borrowdale Valley down to the National Trust Bowe Barn office.
- Penrith Road from the ambulance station, along Chestnut Hill and the A591 Castlerigg Brow past the Lonsties area.
- From Penrith Road towards the A66 along The Hawthorns and up to the bend heading left to the A66.
- High Hill between the turn off for Crosthwaite Church and the A66, in both directions.

Erecting these signs below speed limit signs would send a clear and simple message - drive within the speed limit and look out for red squirrels!

We would be very happy and grateful to be able to work with Keswick Town Council on the details and best approach. Having Keswick Town Council behind this initiative would make an enormous difference to its potential benefits. Keswick Red Squirrel Group covers areas outside of the Keswick Town Council area and we will liaise with the appropriate Parish Councils and neighbouring red squirrel conservation groups over this request to Cumberland.

I would be happy to come and talk to the Town Council about this at one of your meetings. We undertake a lot of red squirrel conservation work in the area that you may find of interest and we have a very active community of local people supporting the reds!

Thank you.

Lynne Roberts

Chair & Secretary

KESWICK RED SQUIRREL GROUP

Member of Northern Red Squirrels

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