

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Council Offices
50 Main Street
Keswick
CA12 5JS

Email: townclerk@keswicktowncouncil.gov.uk

21st September 2023

A meeting of the Charitable Trusts listed below will be held at the Council Chamber, Town Hall, 50 Main Street, Keswick on **Thursday 28th September 2023 at 7.00 pm**

Yours sincerely



Vivien Little
Town Clerk

HOPE PARK	Registered Charity	503465
FITZ PARK	Registered Charity	520327
TOWNSFIELD	Registered Charity	520295

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Minutes**
To authorise the Chair to sign as a correct record the Minutes of the Trust Meeting held on 13th July 2023 (pages 4-6).
- 3. Declarations of Interests**
To receive any Declarations of Interests from members in respect of items on this agenda.
- 4. Chairman's Report**
To receive the Chairman's report.
- 5. Parks Manager's Report**
To consider the report of the Parks' Manager.
- 6. Future Development plans for Upper Fitz Park**
To consider the report of Councillor Harwood/the Clerk (to follow).
- 7. Budget Comparisons**
To receive budget comparisons for the first quarter.
- 8. Trust Funds Movement**
To receive the report of the Responsible Financial Officer.
- 9. Climate Change Action Plan**
To receive the Climate Change Action Plan for Keswick Town Council/Keswick Parks, including updated Carbon Footprint figures.

10. Requests for Use of Keswick Parks

To consider requests to use the Keswick Parks.

Prior to the following business the Chairman will move the resolution:

‘That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.’

11. Contracting – Crosthwaite Road Car Park

To consider the report of the Financial Officer.

To: All Councillors/Trustees/Press

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the Meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, 50 Main Street, Keswick Thursday 13th July 2023 at 7.00 pm.

Present:

Chair
Councillor Jean Murray

Councillors		
Louise Dunn	Steve Harwood	Chris Houghton
Claire Houghton	Denstone Kemp	Benita Laphorn
Tim Parsons	Lorraine Taylor	

Also presented were Vivien Little (Trust Clerk), Catherine Parker (Finance Officer), and Christine Fawcett (Parks Manager).

15. Apologies

Apologies for absence were received from Councillors Lansbury and Paxon.

16. Minutes

RESOLVED that the Chair be authorised to sign the Minutes of the meeting held on 25th May 2023 (pages 1-3).

17. Declarations of Interests

No declarations of interest were made at this meeting.

18. Trustee Reports and Accounts for the year ended 31st March 2023

Trustees considered the reports and accounts for the year ending 31 March 2023. Trustees asked Frances Clark, from Keswick Accountants a number of questions regarding the accounts. Discussion was also had over whether to merge Hope Park Trust and Fitz Park Trust into one charity, but ultimately was dismissed.

RESOLVED that the Trustee Reports and Accounts for the year ended 31st March 2022 for Hope Park, Fitz Park and the Townsfield be formally approved.

19. Chairman's Report

Councillor Murray gave a brief update to Trustees, though most of what she would say was covered within the Parks Manager's report.

RECEIVED the Chairman's Report.

20. Parks Manager's Report

Trustees considered the report from the Parks Manager.

RECEIVED the report of the Parks Manager for July 2023.

Councillor Claire Houghton arrived at 8.00pm

21. Clerk's Report

Trustees received the report from the Trust Clerk. Trustees discussed the provision of shelter by the play area in the park, agreeing that while it was not suitable for this year, the Parks Manager would look at options for building an area which could be added into the budgets for next financial year. An approach to Travis Perkins could also be made to find out if they were interested in sponsoring materials.

RESOLVED that:

- i) vandalism in Fitz Park to be monitored (Action – Parks Manager);

- ii) a shelter not be provided by the Fitz Park Play area this year, however Parks Staff will look at the possibility during the next financial year (Action – Parks Manager); and
- iii) the Cricket Club be given permission for their picnic benches to be placed in the park on condition that a) dates will be provided, by the Trust, when the grass cutting in Fitz Park will take place and if the benches are not moved prior to the contractors arriving on site then the Cricket Club be responsible for grass cutting in that area; b) a request be made that the benches match the recycled furniture in Fitz Park; c) confirmation must be provided that the benches are covered on the Cricket Clubs insurance and d) the Trust would not be liable for any claims arising (Action – Clerk).

22. Townsfield merger with Fitz Park

Consideration was given to the report from the Financial Officer.

RESOLVED that the merger of Townsfield into Fitz Park Trust go ahead and that the bank/investment accounts be closed (Action – Financial Officer).

Further **RESOLVED** that the Clerk ascertain if Townsfield is registered with Land Registry and the status e.g. Charitable Trust or Village Green (Action – Clerk)

23. Requests for use of Keswick Parks

Consideration was given to the report from the Trust Clerk.

RESOLVED that:

- i) RSPB be allowed to have a stand in Hope Park and that a donation be requested if possible (Action – Clerk);
- ii) the request for trishaws to go through the staff working area in Hope Park be refused (Action – Clerk); and
- iii) Ragged Edge Productions be allowed to use Fitz Park for their audio adventure (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.’

24. Legal – Hospital Field

Trustees received an update from Councillor Harwood.

RECEIVED the update from Councillor Harwood.

25. Developments at Fitz Park

Consideration was given to a report from Councillor Harwood.

RESOLVED that:

- i) the recommendations contained within the report be approved, and if necessary, an extraordinary meeting be called (Action – Working Group and Clerk); and
- ii) it was recommended that the Trustees sit down and start work on preparing a short, medium and long term plan for the parks, in order to appropriate budget for any future works. Further **RESOLVED** that a flood resilience plan be worked on, in order to consider a cap on the amount held in the Sinking Fund, so that anything over and above this amount could be further used on assets. (Action – Clerk).

26. Café HNW

Consideration was given to a report from the Trust Clerk.

RESOLVED that the request be agreed in principal, with conditions as discussed i.e. a break clause and rent review (Action – Clerk).

27. Deed of Easement

Consideration was given to a report from the Trust Clerk.

RESOLVED that Trustees awaited any update to the Clerk or Financial Officer.

28. Parks Report

Consideration was given to a report from the Parks Manager. Discussion was had over the benefits of electric vehicles over more traditionally fossil fuelled vehicles.

RESOLVED that:

- i) the Parks Manager go ahead with replacing the existing petrol utility vehicle with a diesel utility vehicle, as it was felt that an electric vehicle was not fully suitable for the use at this time, to be taken from the Development and Equipment fund (Action – Parks Manager);
- ii) that the Parks Manager replace a petrol Dennis mower with an electric Dennis Mower for use in Hope Park, with the funds to be taken from Max donations (Action – Parks Manager).

29. Clerk's Report

Consideration was given to a report from the Clerk.

RESOLVED that an overspend in the staffing budget be agreed, in order to be able to recruit during this financial year (Action – Parks Manager).

The meeting closed at 9.15 pm.

Chair

Date

Parks Manager's Report September 2023

Christine Fawcett

It's been a busy July and August in Keswick Parks with lots of visitors and people wishing to use the facilities we maintain. Thanks must go to the parks staff and the ladies within the office for their hard work and commitment.

Hope Park

The herbaceous borders have been in full colour and the settled weather has prolonged the flowering period. The additional wildflower patch near to the café has worked well once established and is providing another habit for wildlife.



Maintenance to the pitch and putt greens has begun in late August; all greens have been sprayed for turf weeds, verti cut, pro cored and overseeded. This allows air into the turf and promotes new grass growth. Use of the pitch and putt has been high during July/August and compaction has been a problem. Given the large window of operating times given to Hope Park Leisure us very little time to eradicate any problems.

Kevin Downing and I hosted Cumbria in Bloom judges on the 11th of July and we are awaiting their report in the near future.

The summer floral displays have lasted well until the heavy windy rain in late August battered the cosmos to the ground. The autumn bedding of polyanthus will be planted just into October along with the spring flowering bulbs.

Unfortunately, the Great North Air Ambulance helicopter has been damaged again; this is the third time the propeller has been broken off by children being allowed to play on it. I am in touch with their representative to replace this propeller and improve the ground base that the helicopter sits on.



A long term member of the parks team Kevin Gibbons retired at the end of August. We thank Kevin for all his hard work and time spend maintaining the fine turfed areas within Hope Park. We all wish you a very happy retirement.

Lower Fitz Park

The play area has benefited from 20 tonnes of play sand being added to the Toddler Zone, this was moved into the worn areas by the parks staff and levelled accordingly.

The trim trail has had a board replaced due to wear and tear and the annual ROSPA report/inspection will be carried out in coming months.



Upper Fitz Park

The turf is recovering after the dry spell in June, and an application of fertilizer was carried out in late July to aid growth. Scarifying of the tennis courts and bowling green is now being carried out and aeration will also be done.



With such a good playing season, all five of the tennis courts and the bowling green will need over-seeding to repair worn out surfaces and damaged areas.

Autumn fertilizer will be applied shortly to aid the recovery of all the autumn maintenance tasks being carried out and maintain a healthy turf again.

This period of the year includes lots of repetitive work including grass cutting and weeding. The removal from the market of certain products to deter pests and diseases has also made our job even harder. Much time is now spent repairing turf that birds have damaged digging out leather jackets.

Townsfild

The wall at the main entrance has been moved back and the new wooden gates will be fitted shortly. The cast iron gate and railings at the south end have been repaired and will be painted in due course.

Pups Shelter

The pups shelter has been refurbished thanks to a grant and the work of a local contractor, rotting timbers have been replaced and the woodwork repainted.



However, it was very disappointing to see graffiti on the seats less than 24 hours after it was finished. Several signs in the parks and the bus shelter have also had the same tag marked on them, the police have been informed. The graffiti has been removed from the signs but the seat in the shelter had to be repainted.

HOPE PARK

Budget 1st April 2023 to 31st March 2024

Budget Summary as at 30th June 2023

1st Quarter

Expenditure:	AGREED Budget 23/24	Expenditure to 30.06.23	% of budget spent
Golf Cups & tee Mats	600	9	1.50
Tools	1,500	-	0.00
Materials	2,000	196	9.80
Maintenance	2,000	67	3.35
Repairs - Paths/fences	6,000	-	0.00
Repairs - Buildings	1,600	725	45.31
Repairs - Course	1,500	110	7.33
Repairs - Machinery	2,500	71	2.84
Repairs - Van service/repairs	1,000	267	26.70
Fuel and licences	5,000	865	17.30
Plants & Compost	4,000	1,287	32.18
Trees and shrubs	800	60	7.50
Fertilisers	850	-	0.00
Electricity and heating oil	2,500	213	8.52
Water rates	600	50	8.33
Wages (Gardeners)	47,985	9,334	19.45
Wages (Management)	24,817	5,717	23.04
Admin and on costs	28,418	6,531	22.98
Insurance (including Trustees Indemnity)	4,400	2,871	65.25
Telephone	400	52	13.00
Advertising - Including Staff Recruitment	600	-	0.00
Trade Refuse Collection	1,206	163	13.52
Training costs	1,100	-	0.00
Staff Recognition	250	-	0.00
Workwear	1,500	130	8.67
Equipment	400	-	0.00
Audit Fee & Accounts Preparation	850	-	0.00
Bird/squirrel feeding station	400	83	20.75
Contingency	3,000	-	0.00
Health and Safety	800	72	9.00
Computer equipment & subscriptions	800	24	3.00
Web & Internet Costs	800	594	74.25
Tree Work & Surveys	2,500	-	0.00
Professional Fees	500	-	0.00
Signs Expense	400	373	0.00
Drainage (filling) work to fairway	1,000	-	0.00
Contribution to future Hire Purchase	1,600	-	0.00
Contribution to future Parks Van - Hire Purchase	4,100	-	0.00
Climate Change costs	700	398	56.86
Contribution to Building Fund	1,000	-	0.00
TOTAL EXPENDITURE:	161,976	30,262	18.68

Income:	AGREED Budget 23/24	Actual Income to 30.06.23	% of budget Income
Games - Licence to Occupy	171,030	73,296	42.86
Rent for Buildings - Café, Golf Hut & Toilets	25,000	10,713	42.85
Bank interest	-	66	0.00
Donations & Money Spinner - General Fund	300	20	6.67
Bird/Squirrel Feed Station Donations	200	115	57.50
Hire of Park	550	550	100.00
Max Donations - General Fund	10,000	3,363	33.63
Gift Aid/Just Giving	150	251	167.33
TOTAL INCOME:	207,230	88,374	42.65

SURPLUS/deficit	45,254	58,112
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Max the Miracle Dog donations - GENERAL FUND	
Balance as at 31st March 2023	38,521
Expenditure	(-)
Transfer	-
Income	3,263 (+)
Balance to date	41,784

Designated/Restricted Fund Balances	
Development & Equipment Fund	33,722
Building Fund	15,519
Memorial Seats & Tree Fund	4,398
Woodland Walk Grant - Restricted	5,158

FITZ PARK

1st April 2023 - 31st March 2024

Budget Summary as at 30th June 2023

1st Quarter

Expenditure:	AGREED Budget 23/24	Expenditure to 30.06.23	% of budget spent
Materials	3,000	442	14.73
Games Equipment - Including CSA	300	173	57.67
Repairs - Paths, fences & walls	5,000	-	0.00
Repairs - Buildings	3,000	75	2.50
Repairs - Greens and courts	3,000	208	6.93
Repairs & Maintenance - children's play area	8,500	102	1.20
Repairs - Bridges (Wivell & Knights)	250	-	0.00
Trade refuse	2,600	601	23.12
Plants, trees & shrubs	500	164	32.80
Fertiliser	1,500	196	13.07
Electricity	3,200	1,368	42.75
CSA Electricity	800	45	5.63
CSA Expenditure	1,100	-	0.00
Water Rates	1,000	153	15.30
Wages (Management)	24,817	5,717	23.04
Wages, NI & SA (Snr Gardener, Gardener & Ground Maint)	93,652	21,603	23.07
Grass cutting - outside contract	9,220	3,172	34.40
Admin and on costs	28,418	6,531	22.98
Insurance	7,200	6,218	86.36
Advertising & Staff Recruitment	700	-	0.00
Car Park - Management Fee & Maintenance	8,500	3,360	39.53
Audit fee & Accounts Preparation	850	-	0.00
Tools	1,000	197	19.70
Health and Safety	400	91	22.75
Sinking Fund	7,500	7,500	100.00
Signs Expense	700	28	4.00
Tree Work	4,000	-	0.00
Workwear	1,600	97	6.06
Contingency	2,500	-	0.00
Professional Fees	8,000	-	0.00
Maintenance	2,000	118	5.90
BMX Track Expenditure	1,000	-	0.00
Bank Charges	600	57	9.50
Training	1,000	-	0.00
Staff Recognition	250	-	0.00
Fuel	3,500	491	14.03
Repairs - Machinery	1,100	129	11.73
Outdoor Gym	150	-	0.00
Climate Change costs	1,000	308	30.80
Repairs - Parks Hire Damage	-	-	0.00
Projects Funded by Donations - Including Mayors Fund	-	1,500	0.00
Total Expenditure:	243407	60,644	24.91

Income:	AGREED Budget for 23/24	Income to 30.06.23	% of budget income
Licence Fee - Games & Catering	4,000	1,000	25.00
Café HNW - Utilities	1,600	800	50.00
Crosthwaite Road Car Park	28,000	10,178	36.35
Wayleaves	33	33	100.00
Insurance Reimbursements	1,400	1,245	88.93
Hire of Fitz Park	1,000	-	0.00
Donations	200	40	20.00
Tennis Club - Licence Agreement	1,300	1,474	113.38
Football Club - Lease	1,000	1,000	100.00
Car Park Levy - Football Club	8,000	-	0.00
CSA Electricity	500	-	0.00
Play Area Donations	300	93	31.00
Bank Interest & Loyalty Reward	100	12	12.00
Gift Aid/Just Giving	1,000	46	4.60
Allerdale Lottery	400	94	23.50
Recharge of grasscutting to Townsfield	1,000	-	0.00
Mayors Challenge	-	925	0.00
Grant from Keswick Town Council*	173574	86,787	50.00
Grant from Allerdale Borough Council*	20000	10,000	50.00
<i>*(to cover deficit of £193,574)</i>			
Total Income:	243407	113,727	46.72

NET SURPLUS/DEFICIT	0	53,083
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Designated Fund & Project Balances	
Sinking Fund	194,429
BMX Track	652
Memorials Fund - Trees & Benches	4,536
Sensory Garden (Wivell Park)	1,834
Flood Recovery Fund	3,365
CCF Resilience Grant	7,549
Outdoor Gym	2,911
Tree Carving	441
Pups Shelter	2,759
CCC Bike Rack	-

**KESWICK PARKS TRUST REPORT
September 2023**

Funds Movement

In order to build up funds for future projects and developments it is suggested that the transfers between funds stated below takes place:-

Hope Park - Transfers

<ul style="list-style-type: none">• Memorials Fund current balance - £4,398.00• Development & Equipment Fund current balance - £33,722.00
Move £3,000.00 from the Memorials Fund to the Development & Equipment Fund

<ul style="list-style-type: none">• Free Reserves current balance - £74,332.00• Development & Equipment Fund current balance - £36,722.00 (inc above)• Building Fund current balance - £15,519.00
Move £20,000.00 from the Free Reserves to the Development & Equipment Fund Move £10,000.00 from Free Reserves to Building Fund

Fitz Park - Transfer

<ul style="list-style-type: none">• Memorials Fund current balance – £4,536.00• Flood Recovery Fund current balance - £3,365.00• Flood Resilience Fund current balance - £7,549.00
Move £3,000.00 from the Memorials Fund to a 'Future Development Fund' along with the balances from the above Flood Funds, making a provision of £13,914.00 towards future development.

The Memorials Funds have built up over the year by people donating memorial seats and trees to both parks and it would be fitting to use these funds towards the future legacy of the parks.

Note: The above transfers are a paper exercise of funds currently held in bank balances, no physical transfer will take place.

**Catherine Parker
Responsible Finance Officer (RFO)
14th September 2023**

Keswick Town Climate Change Action Plan, July 2023

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
Information Sharing	Promotion of local carbon reduction schemes such as the Keswick Lions Repair 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
Local Planning	Consider environmental impacts and emissions in addition to aesthetics and planning regulations	General environmental considerations are made in relation to planning applications	Use an environmental impact checklist in commenting on applications.	Planning Group	Ongoing
Transport Reduce number cars on the road. Increase opportunities for low carbon transport.	Contribute to consultations and partnership working with CCC / LDNPA / Stagecoach on new transport initiatives. Engage with Community Car Share opportunities and cycling and walking initiatives. Lobby for and support initiatives which promote electric public transport	Responded to two consultations on transport and decarbonisation of transport from TFN and CCC. Additional bike racks and repair stations have been placed around the town. Staff are actively pursuing car share opportunities for travel to work	Monitor the feasibility work currently ongoing through RCEF and support the outcomes.	Town Councillors	Ongoing

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
Energy reduction	Change to 100% renewable power where we can. Reduce consumption	Council has moved to SSE Green Energy tariff for Parks Buildings	Review at end of contract Communicate national and regional energy saving initiatives	Responsible Finance Officer Parks Manager	Fixed contract end date 31/03/2026 Review of usage at time of budget reviews.
Reducing waste and encouraging sustainable consumption.	Introduce reusable glasses for Council festivals and event. Prohibition of the use of disposable BBQs on Town Council Land.	Both of these initial targets have been achieved.	New target could be the further reduction of waste at Coronation event, Proms in the Park etc Take your drinks bottles and cans home to recycle etc	Events Committee Parks Manager Parks Trustees Town Council	6 May 2023 24 and 25 June 2023
Banking and insurance. Divest from fossil fuel investment.	Look at ethical investments and banking	RFO has identified sinking funds which could be ethically invested. Insurances are with Zurich which appears to have a robust ethical investment policy.	With Town Council approval, set up investment account which does not invest in new fossil fuel developments. In the longer term continue to investigate current accounts.	Town Clerk, Responsible Finance Officer, Accountant and Town Council.	Bring a recommendation to January 2023 Town Council - COMPLETE Ongoing

	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
<p>Parks. Protect and Enhance Nature, restoring nature for all.</p>	<p>Tree planting and improving biodiversity,</p>	<p>Eliminated the general use of Glyphosate weedkiller. Shift towards planting hardy perennials and native pollinators Eliminated the use of compost containing peat Compost all arisings from the Parks Planted 500 additional trees and shrubs Woodland walk area created. Assisted with the control of Himalayan Balsam ASPEN Lower emission fuel is now used in Parks machinery Dennis mower replaced with an electric model</p>	<p>Continue to develop bee and butterfly friendly areas. Continue to look at low energy alternatives to equipment where possible Support the CALC Green Space to Grow initiative</p>	<p>Parks Manager Keswick Parks Trustees</p>	<p>Ongoing</p>

Policy	Initial activities	Actions Achieved	Future Actions	Action Assigned to	Target date
		<p>Procurement policy has been amended to include ethical practices and whole life costs of purchases</p> <p>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</p>		<p>Town Clerk and Responsible Finance Officer</p>	<p>Insert Date</p>
<p>Monitoring of Carbon Footprint</p>	<p>To measure the Carbon Footprint of the Town Council and The Park Trusts</p>	<p>This work has been done for previous year</p>	<p>Target reductions and actions to be agreed.</p>	<p>Responsible Finance Officer</p>	<p>31/03/2022 Annual Review</p>
<p>Training</p>	<p>PROPOSED NEW TARGET: To offer all Cllrs, Office and Parks staff CARBON LITERACY training either through CALC or CAIS.</p>			<p>Town Clerk</p>	<p>Target Date May 2024</p>

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

CAFS – Cumbria Action for Sustainability

RCEF – Rural Community Energy Fund

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

Measured - You have completed the first step of your Carbon Footprint Journey



Measure



Aim



Reduce



Offset



Communicate

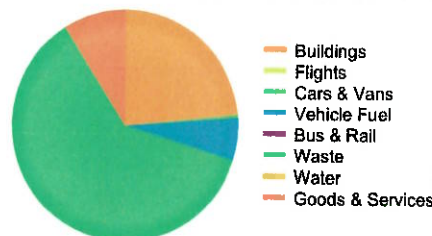


Comply

Keswick Town Council Self Assessed Carbon Footprint (CAfS Business) Results & Recommendations

Automated report produced by [Carbon Footprint Ltd](#) based on the data entered

Company name	Keswick Town Council
Data entered by	Catherine Parker
Number of employees	3
Data period	1 January 2022 to 31 December 2022



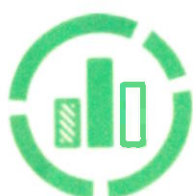
Your total carbon footprint is 33.4 tonnes CO₂e
Carbon intensity (tonnes CO₂/employees) = 11.1

Measured - You have completed the first step of your Carbon Footprint Journey



Your Carbon Footprint Report & Carbon Management Journey

Congratulations - you have completed the responsible first step of the 6 stage carbon management journey. Best practice is to complete the following stages on a 12-month cyclical basis.



Measure



Aim



Reduce



Offset



Communicate



Comply

The purpose of this report is to

- Summarise your results
- Provide some tips for how you can set aims for your carbon management
- Help you to set a realistic carbon reduction target
- Suggest carbon offsetting to render your organization carbon neutral
- Work out the best way to communicate your carbon management/carbon neutrality internally and externally for your business's benefit
- Comply with either legislative or supply chain requirements



Measure

Measure - Results

The data you entered into the calculator is shown on the next page.



Summary of Data Supplied

Buildings

Tonnes of CO ₂ e	Energy Type
7.8	Estimate of building's footprint for 3 employees
7.8	Total building emissions footprint

Flights

Tonnes of CO ₂ e	Flight Details
0.0	(no data supplied)
0.0	Total footprint for flights

Cars & Vans

Tonnes of CO ₂ e	Car & Van Details
0.2	500 miles in a Average Van Petrol Van Petrol van (Class I), up to 1.305 tonne average value
0.2	Total footprint for cars & vans

Vehicle Fuel

Tonnes of CO ₂ e	Fuel Details
1.5	696 litres of petrol
0.4	179 litres of diesel
2.0	Total footprint for vehicle fuel

Bus & Rail

Tonnes of CO ₂ e	Mode Of Transport
0.0	(no data supplied)
0.0	Total bus & rail footprint

Waste

Tonnes of CO ₂ e	Waste Disposal Details
20.5	Landfill of 45900 kg of Mixed: Municipal & Domestic waste
20.5	Total waste disposal footprint

Water

Tonnes of CO ₂ e	Water Usage Details
0.0	64 litres of water usage
0.0	Total water usage footprint

Goods & Services

Tonnes of CO ₂ e	Spend Category
0.3	£850 per year of Clothes, textiles and shoes
1.1	£3700 per year of Motor vehicles (not including fuel costs)
0.2	£600 per year of Banking and finance (mortgage and loan interest payments)
1.2	£6800 per year of Insurance
0.1	£600 per year of Education
3.0	Total goods & services carbon footprint



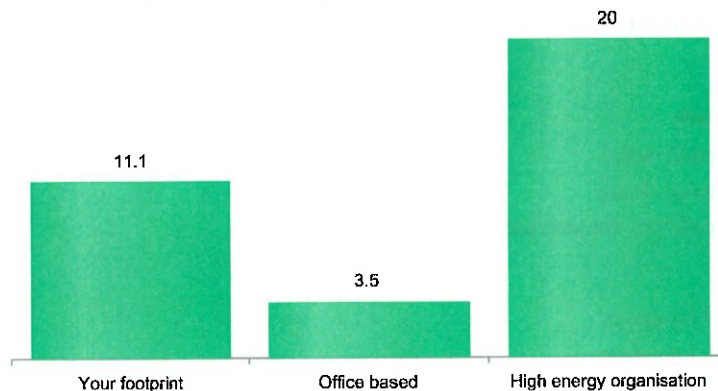
The results have been calculated automatically using DEFRA and other internationally recognised metrics. Datasets have been entered entirely by the client and no checking has been done by Carbon Footprint Ltd as to validity or completeness of the dataset. To have confidence in your results, particularly if you need to report to your supply chain/stakeholders or to promote in your markets, we strongly recommend you commission us to complete a Carbon Footprint Verification.

How good are these results?

Office administration based organisations generally have a carbon footprint of between 2 and 5 tonnes per employee.

High energy businesses such as manufacturing and those with very high travel/transport usage (e.g. logistics, waste management) will have a much higher footprint at around 10-30 tonnes per employee.

Here's how your carbon footprint compares:



Aim

Aim - Setting realistic goals

Reducing your carbon emissions can save you money and reduce your impact on climate change.

Now that you have completed your Carbon Footprint, you should consider setting Suitable Measurable Achievable Realistic and Time-bound (SMART) targets to help achieve these reductions. A few key points and resources to consider are:

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Reduce - How to make it work and stay working

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Celebrate successes with your staff when they occur and be clear on the difference and value this brings to the business. (Also see Communicate section).



Offset

Offset - Compensate carbon emissions you cannot reasonably reduce

Carbon offsetting can render your organization carbon neutral - but it's much more than that. External programmes such as CDP (formerly Carbon Disclosure Project) award extra points for carbon offsetting organisations and offsetting is positively looked upon within sales tender/PQQs.

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Sample Carbon Offsetting Projects - UK Schools Tree Planting - Amazon Avoided Deforestation, Brazil - Clean Water projects, Rwanda

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Communicate - Internally & Externally

Communicate Make sure you communicate your actions & achievements effectively, both within your organisation, to help develop your culture and externally to help improve your brand image.

When promoting *externally* be sure to promote your actions via all marketing channels available to you - such as web-site, newsletters, brochures, press releases, conferences/events and social media etc. Ensure to:

- Explain why climate change matters to you (visit www.carbonfootprint.com/warming.html for more information)
- Be clear and accurate about what you've done
- Don't be tempted to exaggerate - this sector hates "green-wash" even if it's unintentional
- Evidence - use pictures more than words. Certificates, images of offset projects you are supporting and graphs of your carbon performance, all of which we can supply, can help communicate your point in a clearer and more enticing manner.
- Tell a story - show where you have come from, the progress you have made and what your commitment is for the future

When promoting *internally*, ensure to:

- Explain Climate Change & Why it matters (visit www.carbonfootprint.com/warming.html for more information)
- Get people involved (Also see Reduce section)

Measured - You have completed the first step of your Carbon Footprint Journey



Comply - legislation and best practice

Comply

Make sure you do adhere to relevant legislation/supply chain needs. These may vary dependent on your location and the markets that you serve. We support businesses with compliance to a range of schemes, such as Streamlined Energy and Carbon Reporting (SECR), Carbon Reduction Commitment (CRC) and CDPs as well as ISO and OHSAS standards.

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Measured - You have completed the first step of your Carbon Footprint Journey



Measure



Aim



Reduce



Offset



Communicate

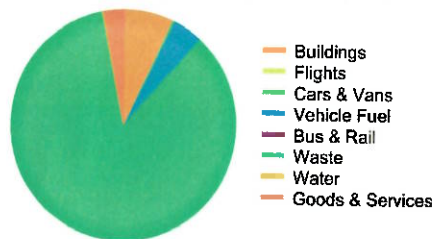


Comply

Keswick Town Council Self Assessed Carbon Footprint (CAfS Business) Results & Recommendations

Automated report produced by [Carbon Footprint Ltd](#) based on the data entered

Company name	Keswick Town Council
Data entered by	Catherine Parker
Number of employees	3
Data period	1 January 2023 to 31 December 2023



Your total carbon footprint is 43.0 tonnes CO₂e
Carbon intensity (tonnes CO₂/employees) = 14.3

Measured - You have completed the first step of your Carbon Footprint Journey



Your Carbon Footprint Report & Carbon Management Journey

Congratulations - you have completed the responsible first step of the 6 stage carbon management journey. Best practice is to complete the following stages on a 12-month cyclical basis.



Measure



Aim



Reduce



Offset



Communicate



Comply

The purpose of this report is to

- Summarise your results
- Provide some tips for how you can set aims for your carbon management
- Help you to set a realistic carbon reduction target
- Suggest carbon offsetting to render your organization carbon neutral
- Work out the best way to communicate your carbon management/carbon neutrality internally and externally for your business's benefit
- Comply with either legislative or supply chain requirements



Measure

Measure - Results

The data you entered into the calculator is shown on the next page.



Summary of Data Supplied

Buildings

Tonnes of CO ₂ e	Energy Type
3.0	12500 kWh of electricity at 0.2382 kgCO ₂ e/kWh
3.0	Total building emissions footprint

Flights

Tonnes of CO ₂ e	Flight Details
0.0	(no data supplied)
0.0	Total footprint for flights

Cars & Vans

Tonnes of CO ₂ e	Car & Van Details
0.1	500 miles in a Average Van Petrol Van Petrol van (Class I), up to 1.305 tonne average value
0.1	Total footprint for cars & vans

Vehicle Fuel

Tonnes of CO ₂ e	Fuel Details
1.4	686 litres of petrol
0.3	124 litres of diesel
0.1	150 litres of CNG
1.8	Total footprint for vehicle fuel

Bus & Rail

Tonnes of CO ₂ e	Mode Of Transport
0.0	(no data supplied)
0.0	Total bus & rail footprint

Waste

Tonnes of CO ₂ e	Waste Disposal Details
36.7	Landfill of 73832 kg of Mixed: Municipal & Domestic waste
36.7	Total waste disposal footprint

Water

Tonnes of CO ₂ e	Water Usage Details
0.1	240 cubic metres of water usage
0.1	Total water usage footprint

Goods & Services

Tonnes of CO ₂ e	Spend Category
0.8	£1047 per year of Clothes, textiles and shoes
0.0	£524 per year of Banking and finance (mortgage and loan interest payments)
0.4	£5968 per year of Insurance
0.0	£730 per year of Education
1.3	Total goods & services carbon footprint



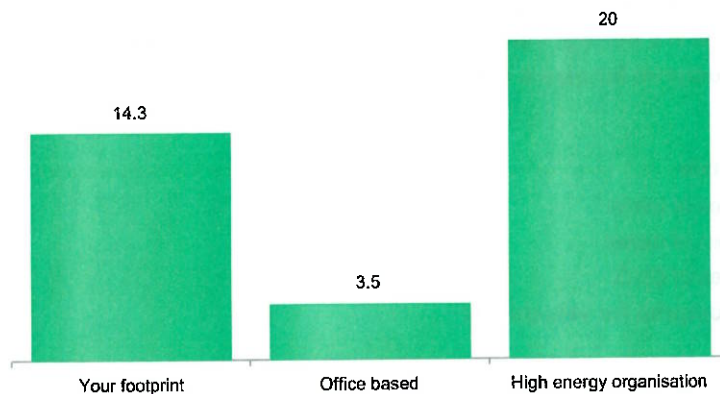
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How good are these results?

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Reduce - How to make it work and stay working

Reduce

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Carbon Footprint Journey



Measure



Aim



Reduce



Offset



Communicate

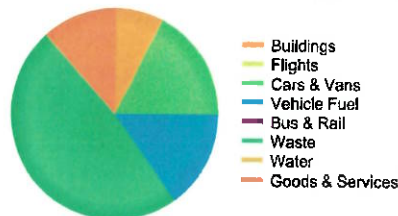


Comply

Keswick Town Council Self Assessed Carbon Footprint (CAfS Business) Results & Recommendations

Automated report produced by [Carbon Footprint Ltd](#) based on the data entered

Company name	Keswick Town Council
Data entered by	Catherine Parker
Number of employees	3
Data period	1 January 2022 to 31 December 2022



Your total carbon footprint is 24.9 tonnes CO₂e
 Carbon intensity (tonnes CO₂/employees) = 8.3

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Carbon Footprint Journey



Your Carbon Footprint Report & Carbon Management Journey

Congratulations - you have completed the responsible first step of the 6 stage carbon management journey. Best practice is to complete the following stages on a 12-month cyclical basis.



Measure



Aim



Reduce



Offset



Communicate



Comply

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Measure

Measure - Results

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Carbon Footprint Journey

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Summary of Data Supplied

Buildings

Tonnes of CO ₂ e	Energy Type
0.7	3233 kWh of electricity at 0.2311 kgCO ₂ e/kWh
1.1	443 litres of heating oil
1.9	Total building emissions footprint

Flights

Tonnes of CO ₂ e	Flight Details
0.0	(no data supplied)
0.0	Total footprint for flights

Cars & Vans

Tonnes of CO ₂ e	Car & Van Details
4.4	14779 miles in a Average Van Diesel Van Diesel van (Class II), 1.305 to 1.74 tonne average value
4.4	Total footprint for cars & vans

Vehicle Fuel

Tonnes of CO ₂ e	Fuel Details
0.6	277 litres of petrol
3.1	1249 litres of diesel
3.7	Total footprint for vehicle fuel

Bus & Rail

Tonnes of CO ₂ e	Mode Of Transport
0.0	(no data supplied)
0.0	Total bus & rail footprint

Waste

Tonnes of CO ₂ e	Waste Disposal Details
12.0	Landfill of 27000 kg of Mixed: Municipal & Domestic waste
12.0	Total waste disposal footprint

Water

Tonnes of CO ₂ e	Water Usage Details
0.0	186 litres of water usage
0.0	Total water usage footprint

Goods & Services

Tonnes of CO ₂ e	Spend Category
0.3	£850 per year of Clothes, textiles and shoes
0.3	£300 per year of Electronics and IT equipment
1.2	£4100 per year of Motor vehicles (not including fuel costs)
0.1	£350 per year of Telephone, mobile/cell phone call costs
0.8	£4400 per year of Insurance
0.1	£600 per year of Education
2.9	Total goods & services carbon footprint



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Carbon Footprint Journey



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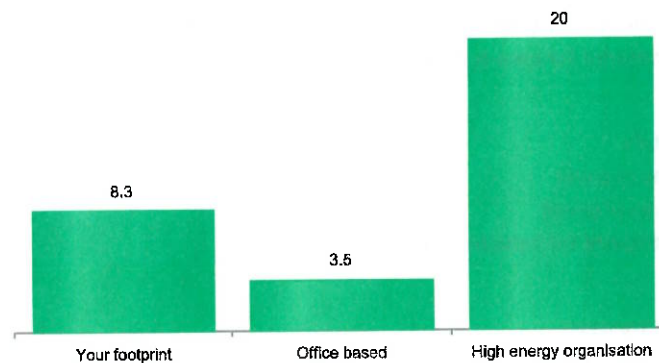
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How good are these results?

Office administration based organisations generally have a carbon footprint of between 2 and 5 tonnes per employee.

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Aim - Setting realistic goals

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Reduce - How to make it work and stay working

Reduce

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Carbon Footprint Journey



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Sample Carbon Offsetting Projects - UK Schools Tree Planting - Amazon Avoided Deforestation, Brazil - Clean Water projects, Rwanda

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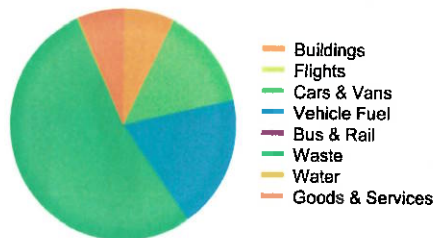


Comply

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Automated report produced by [Carbon Footprint Ltd](#) based on the data entered

Company name	Keswick Town Council
Data entered by	Catherine Parker
Number of employees	3
Data period	1 January 2023 to 31 December 2023



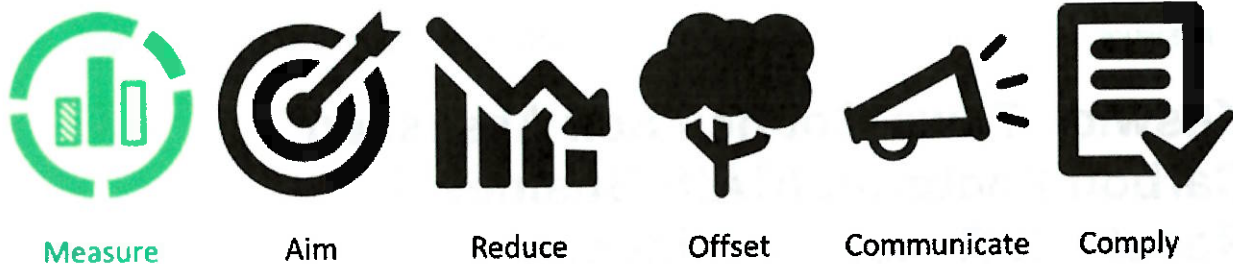
Your total carbon footprint is 24.1 tonnes CO₂e
Carbon intensity (tonnes CO₂/employees) = 8.0

Measured - You have completed the first step of your Carbon Footprint Journey



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Summary of Data Supplied

Buildings

Tonnes of CO ₂ e	Energy Type
0.8	3374 kWh of electricity at 0.2382 kgCO ₂ e/kWh
0.9	365 litres of heating oil
1.7	Total building emissions footprint

Flights

Tonnes of CO ₂ e	Flight Details
0.0	(no data supplied)
0.0	Total footprint for flights

Cars & Vans

Tonnes of CO ₂ e	Car & Van Details
3.4	15000 miles in a Average Van Diesel Van Diesel van (Class I), up to 1.305 tonne average value
3.4	Total footprint for cars & vans

Vehicle Fuel

Tonnes of CO ₂ e	Fuel Details
0.3	143 litres of petrol
4.1	1650 litres of diesel
0.1	150 litres of CNG
4.5	Total footprint for vehicle fuel

Bus & Rail

Tonnes of CO ₂ e	Mode Of Transport
0.0	(no data supplied)
0.0	Total bus & rail footprint

Waste

Tonnes of CO ₂ e	Waste Disposal Details
12.8	Landfill of 25738 kg of Mixed: Municipal & Domestic waste
12.8	Total waste disposal footprint

Water

Tonnes of CO ₂ e	Water Usage Details
0.1	170 cubic metres of water usage
0.1	Total water usage footprint

Goods & Services

Tonnes of CO ₂ e	Spend Category
0.8	£998 per year of Clothes, textiles and shoes
0.1	£225 per year of Electronics and IT equipment
0.4	£975 per year of Motor vehicles (not including fuel costs)
0.1	£332 per year of Telephone, mobile/cell phone call costs
0.2	£3312 per year of Insurance
0.0	£670 per year of Education
1.6	Total goods & services carbon footprint



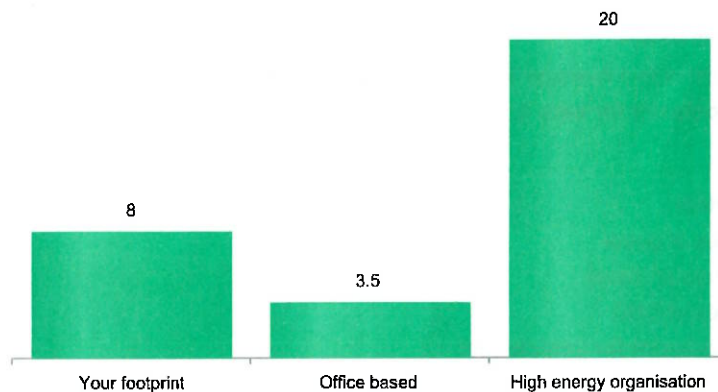
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Offset

Offset - Compensate carbon emissions you cannot reasonably reduce

Carbon offsetting can render your organization carbon neutral - but it's much more than that. External programmes such as CDP (formerly Carbon Disclosure Project) award extra points for carbon offsetting organisations and offsetting is positively looked upon within sales tender/PQQs.

Carbon offsetting also frequently supports broader CSR and community outreach programmes. However, we only advocate carbon offsetting if you also have a carbon measurement and carbon reduction plan.

The cost to offset your carbon emissions is likely to be very small compared with your energy costs (frequently it's less than 2% of the spend) and much easier to implement compared with a behaviour change programme. We offer a range of projects for you to choose from which support biodiversity, provide habitats for endangered species and support developing communities.

Reforestation and avoided deforestation carbon offset programmes are hugely popular as they tackle one of the most potent threats to our planet. (visit www.carbonfootprint.com/deforestation.html for more information). However, we also have more community and energy focused projects.



Carbon
Offset



Sample Carbon Offsetting Projects - UK Schools Tree Planting - Amazon Avoided Deforestation, Brazil - Clean Water projects, Rwanda

The offsetting process is simple and straightforward - just visit www.carbonfootprint.com/carbonoffset.html and type in your CO₂ tonnage (from the front page of this report) and this will show you the latest range of projects and their pricings. Certification is available to download online.



Communicate - Internally & Externally

Communicate

Make sure you communicate your actions & achievements effectively, both within your organisation, to help develop your culture and externally to help improve your brand image.

When promoting *externally* be sure to promote your actions via all marketing channels available to you - such as web-site, newsletters, brochures, press releases, conferences/events and social media etc. Ensure to:

- Explain why climate change matters to you (visit www.carbonfootprint.com/warming.html for more information)
- Be clear and accurate about what you've done
- Don't be tempted to exaggerate - this sector hates "green-wash" even if it's unintentional
- Evidence - use pictures more than words. Certificates, images of offset projects you are supporting and graphs of your carbon performance, all of which we can supply, can help communicate your point in a clearer and more enticing manner.
- Tell a story - show where you have come from, the progress you have made and what your commitment is for the future

When promoting *internally*, ensure to:

- Explain Climate Change & Why it matters (visit www.carbonfootprint.com/warming.html for more information)
- Get people involved (Also see Reduce section)



Comply - legislation and best practice

Comply

Make sure you do adhere to relevant legislation/supply chain needs. These may vary dependent on your location and the markets that you serve. We support businesses with compliance to a range of schemes, such as Streamlined Energy and Carbon Reporting (SECR), Carbon Reduction Commitment (CRC) and CDPs as well as ISO and OHSAS standards.

Please review our compliance pages at www.carbonfootprint.com/compliance.html for more information. Keep up to date on law and best practice. [Contact us](#) to subscribe to our newsletters for regular updates.

You have completed your carbon footprint calculation and have begun your carbon management journey. In doing so you are differentiating your business whilst doing your bit to combat climate change. Carbon Footprint is proud to assist companies along this journey to help reduce the impact on the environment and ensure high business standards.

For further assistance or information on our other services please [contact us](#) or visit our website at www.carbonfootprint.com.

KESWICK PARKS CHARITABLE TRUSTS
28 SEPTEMBER 2023

Requests for use of Keswick Parks

Requests from Keswick Athletics Club

We have received the following requests from Keswick Athletics Club via Councillor Harwood.

On 12 October I have been asked to help organise the local primary schools cross country races in Fitz Park. St. Herberts is the main school but it also involves Borrowdale, Threlkeld and Bassenthwaite or Braithwaite.

On 28 October Keswick Athletic Club are organising the annual Cumbria League Cross Country races on the usual format for Juniors and Seniors.

On 6 January 2024, Keswick Athletic Club have been asked to organise the County Cross County Championships in Fitz Park for Juniors and Seniors.

On 27 January 2024, Kong Adventure wish to use the Cricket Pavilion as the base for their 'Loopy Latrigger' race in conjunction with Keswick Athletic Club.

Lakeland Trails

Lakeland Trails have requested the use of Fitz Park for their annual Lakeland trails events on Saturday 7th September 2024. This event is run annually, and in addition to the hire of the park, they regularly give money towards tree planting in the park in liaison with Christine.

The charge for this event is currently set at £750 +VAT + £1 + VAT per competitor above 750, (with a charge of £125 plus VAT is they require a set up/take down day), plus we would require a bond payment to hold in case of damage to the park. Last year we took a £750 bond which was returned when there was no damage to the park, but Trustees will need to decide if they are happy with that level of bond payment. They are also required to undertake a thorough litter pick following the event, and ensure that all signage is removed at the end of the event.

Use of Lower Fitz Park for performances on an ongoing basis

We previously gave permission for Ragged Edge Productions to run one of their audio stories in Lower Fitz Park. Unfortunately this ended up not going ahead as one of the team members was ill. There has been another request put to the Trustees as below.

Thank you for your message and the support of the Council for our creative activity in Keswick.

As discussed on the phone, we have had to postpone the revival of our original production of *Lost and Found* due to the ill-health of a team member.

I am now following up with a request for the Council to grant us permission for the presentation of a new performance project in Lower Fitz Park and for this to be on an ongoing basis. We would like to be able to present work as the weather allows at weekends and during holidays - perhaps like the current Ghost Walks that have been running in Keswick for some time.

We have been in contact with Keswick Museum and we are developing a comic entertainment for all the family to take place on the perimeter path of Lower Fitz Park and on a section of the playing field. The content will be a comic, fictional guided tour making reference to historic events in Keswick (including a fictional Battle of Keswick) and involving some fun participation for the audience. The Museum are considering a light-hearted educational response to encourage the public to consider the curation and veracity of 'history'.

Again this production will involve audio content delivered on headphones and our production would have no lasting impact on the area.

Having permission from the Council will be a great support to allow us to continue investing in the development of this creative offer for Keswick.

If you need any further information please let me know.

Trustees need to decide if they are happy for this to go ahead.

Vivien Little
21 September 2023