

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

**Council Offices
50 Main Street
Keswick
CA12 5JS**

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5 January 2024

A meeting of the Charitable Trusts listed below will be held at the Council Chamber, Town Hall, 50 Main Street, Keswick on **Thursday 11 January 2024 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. Declarations of Interests**
To receive any declarations of interests in respect of items on this agenda.
- 3. Minutes**
To authorise the Chair to sign as a correct record the minutes of the meeting held on 9th November 2023 (pages 10-11).
- 4. Future ideas for the Parks**
The Chair will lead a session to discuss ideas for the parks moving forward. Attached is the list of ideas which the staff came up with (as seen at the November Trust meeting).

To: All Councillors/Trustees
Press

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the meeting of the Charitable Trusts held at the Council Chamber, Town Hall, 50 Main Street, Keswick on Thursday 9th November 2023 at 7.00 pm.

Present:

Chair
Councillor Jean Murray

| Councillors | | |
|-----------------|----------------|-----------------|
| Steve Harwood | Chris Houghton | Claire Houghton |
| Denstone Kemp | Benita Laphorn | Tim Parsons |
| Lorraine Taylor | | |

41. Apologies

Apologies for absence were received from Councillors Dunn, Lansbury, Nelson and Paxon.

42. Minutes

RESOLVED that the Chair be authorised to sign as a correct record the minutes of the meeting held on 28 September 2023 (pages 7-9).

43. Declarations of Interests

No declarations of interest were made at this meeting.

44. Chair's Report

The Chair updated Trustees on the staff ideas day, stating that she was impressed with the high quality of suggestions given. She intended to dedicate the Trust meeting on the 11th January solely to producing ideas for development of the park.

The Clerk added an item requesting that Cumberland Council be given permission to work on the drains within the boundaries of Fitz Park, which was agreed. The Clerk updated Trustees on Cricket Club County match dates recently received.

RESOLVED that:

- i) the Trustee meeting on 11 January 2024 be dedicated to the Parks development, and
- ii) permission be given to Cumberland Council to work in the parks (Action – Clerk).

45. Parks Manager's Report

Consideration was given to the report of the Parks Manager.

RESOLVED that the fantastic work that the Parks staff had undertaken in the parks be publicly acknowledged, and that they deserved the accolades for Cumbria in Bloom as much as the cafes. The Parks Manager will look into making the certificates more visible with both parks.

46. Correspondence

To consider the Hope Park Trust response to correspondence received, with supporting report provided by the Financial Officer. The Chair reported that she had been to investigate the area, and the balconies that have had balls aimed at them are where a large ash tree canopy and branches have previously been removed by Castles and Coasts on their land due to ash dieback, leaving an obvious gap.

RESOLVED that

- i) the old gate which leads to Greta Gardens be removed, and it be replaced with fencing (Action – Clerk); and
- ii) the Clerk write a letter to Castles and Coasts Housing Association, explaining our position, and recommend that they plant fast growing trees such as silver birches to fill the gap made when work took place on the ash tree. (Action – Clerk).

47. Draft Budgets for Hope and Fitz Parks 2024-25

Trustees considered the draft budgets for 2024/25, and thanked the Financial Officer and Parks Manager for their hard work and thorough explanations.

RESOLVED that:

- i) With the addition of an extra £10,000 to be put into the Sinking Fund contribution (increased to £22,500), that the budgets be agreed for 2024/25 (Action – Financial Officer); and
- ii) For future budget setting, the medium and long term strategies (to be developed) for the Parks be taken into consideration (Action – Clerk, Financial Officer and Parks Manager).

48. Hope Park & Fitz Park Budgets – 2nd quarter 2023-24

RECEIVED for information the 2nd quarter budget comparisons.

49. Flood Strategy

Trustees considered a report from the Trust Clerk.

RESOLVED that the Sinking Fund be capped at a maximum of £100,000 with any remaining funds being moved to the designated Future Development Fund and invested as previously agreed (Action – Financial Officer).

50. Fitz Park Development

Consideration was given to the report of the Clerk and verbal update from Councillor Harwood. Councillor Harwood hoped that in three weeks time the Trust would be in a position to see estimated costs related to this project. The next two proposed stages of the project were:

- Completion of drawings/specifications for submission of Building Regulation application to Cumberland Council for the next staff/equipment store building, the work on which is well advanced, and;
- Obtain cost from preferred builder, which is in progress pending final details in item 1.

It was confirmed that this work can take place under permitted development rights by LDNPA.

The future plans for renovations to the Kiosk to retrofit it will need planning permission, but that will be progressed with the aim of doing the work next winter.

RESOLVED that:-

- i) an extraordinary meeting take place when the costs are obtained; and
- ii) the parking permit as supplied be approved, for the specified parking area in Lower Fitz Park.

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.’

51. Crosthwaite Road Car Park

Consideration was given to the report of the Clerk.

RESOLVED that the Trustees are happy to go ahead with the enforcement charges as set out in the report, with no charge for disabled parking (Action – Clerk).

The meeting closed at 8.15 pm.

Chair

Date

Meeting with Staff notes – 17 October 2023

In attendance: Jean Murray (Chair of Keswick Parks Trust), Chris Houghton (Vice-Chair of Keswick Parks Trust), Steve Harwood (Mayor of Keswick), Vivien Little (Town Clerk), Catherine Parker (RFO), Christine Fawcett (Parks Manager), Ania Mlynczak (Admin and Finance Assistant), Matt Gee (Senior Gardener), David Collis (Gardener), Sara Pickett (Gardener).

Jean Murray, Chair of Keswick Parks Trusts, gave an introduction to attendees, and set out the plan for that afternoon, which was to look at short, medium and long term strategy for the parks, and to ask staff what ideas they wanted to share, with no idea being a 'wrong' idea.

The questions which were asked were:

- What do we want to keep?
- What do we want to change?
- What do we want to see being developed?
- What are the steps we need to take to achieve this?

The discussion was split into three sections – Fitz Park, Hope Park and Townsfield.

Fitz Park

Upper Fitz Park

- General view was not to get rid of anything, but develop what we have.
- Café HNW to develop as per plan, and develop staff/parks storage
- Keep Fitz Park family oriented, with things like Boules, Giant Chess and Draft sets (*around £500/700 per set*), and skittles being added
- Could a gift shop be added in, or merchandise be produced (Calendars, Postcards, rubbers, key rings, note pads, pencils, pens, pin badges, tea towels, shopping bags, fridge magnets being introduced). Could be sold at the Museum/Café HNW/TIC/through a website.
- Keep all fine turn areas
- Painting fences on Station Road and Brundholme Road
- Fix 'Keswick Coat of arms' panels on railings
- Extend parking behind Keswick Museum to remove cars from Upper Fitz
- Potential other uses – possibly use the top tennis courts for income generation (look at current costs vs income)
- Could we use the top circle in Upper Fitz for weddings?
- Introduce a proper booking system for tennis courts, ensuring more even play in the season
- Undertake a feasibility study for Fitz Park for suggestions.

Lower Fitz Park and Hospital Field

- Keep existing areas
- Upgrade the play area – remove sand in toddler area, remove wooden edging and replace with recycled plastic
- Rides around the park – miniature trains (could franchise out)
- Put small goal posts near the MUGA (kids kick the ball there anyway)
- Trails/Orienteering through the park
- Guided talks
- Big notice board adjacent to entrance gates for sports fixtures and park events.

- Hospital Field – form nicely landscaped ‘Events’ car park, accessed off Crosthwaite Road – income generation.
- Extend Station Road past swimming pool to roundabout to create a boulevard approach to the park
- Hospital Field – look at commissioning a feasibility study. Could we put business units on there (income). An education facility for kids – ID flora/fauna habitat (park busses in car park and use Elizabeth’s Wood car park).
- Bug hotels/bird feeders
- Viewing platform
- Sell adverts on the back of maps for tree trail
- Make coasters with wood from trees taken down
- Could we create something for Archery Field?

Hope Park

- Upgrade Crazy Golf
- Sponsored art work on wall of new development
- Demolish old store
- Additional lean-to on existing building
- Efficient water provision
- Solar panels
- Electricity generation
- Facebook page
- Wedding Venue
- Woodland Walk Area
- Photography competition
- Raffle
- Memorial Wall
- Irrigation system for golf course
- Windmill
- Increase the number of water bowsers for the parks to enable more efficient watering.
- Put a borehole in
- Photography competition – once a month, encourage people to submit photos (for a small fee). Work out a deal with the Reminder to post the winning picture(s), create a calendar from the winners
- Christmas raffle

Townfield

No suggestions were made with regard to Townfield – with limitations of village green, there was not a lot that could be suggested.

General thoughts

Could we look at Pennies for Charity – work with the Cafes, and use micro donations to improve donations to the park.

Donation points?

Overall, it was felt that this was a successful day – a lot of ideas had been discussed, and it was clear the staff had a lot of pride in working for Keswick Parks, and had a lot of ideas for how the parks could be developed.