

East Keswick Parish Council

Minutes of the Parish Council Meeting held on Tuesday 15th September 2026, 7.30pm at East Keswick Village Hall

Present: Cllrs Bailey, Ballmann, Cunliffe, Waterfield (Chair)
Clerk: Cruse

Residents Forum: None.

1. Public Forum

None.

2. Apologies

Received from Cllrs Batty, Clarke and Evans.
RESOLVED to approve reasons for absence.

3. Declarations of Interest

None.

4. Minutes

RESOLVED to approve minutes of the meeting held on 21st July 2026.

5. Clerk Report

5.1 Community Response Plan

Clerk reported that the latest forms had been received for completion and a first draft had been started. Cllrs discussed residents with skills and equipment relevant to responding to emergencies who might volunteer to be a responder in the event of an emergency. The need to identify residents who would need help in such an event was also discussed.
RESOLVED that Cllrs would approach fellow residents to gauge interest on volunteering.
RESOLVED that Clerk would advertise for volunteers through local channels and further fill out the plan for review at the next Parish Council (PC) meeting.

5.2 Sports Field

Clerk reported on productive conversations with residents interested in being involved with a committee, on the provision of requested ground preparation documents for Calcio with regards to their proposal, and updated that a meeting was being arranged with Leeds Super Kings to discuss future ground hire. Cllrs noted that any further decisions on the future of the Sports field should be deferred until the Committee is set up, so that it can work with the PC to agree a Community focussed direction. Cllrs then discussed the role and potential make-up of the committee,
Clerk requested approval for an executive committee to be formed.
RESOLVED to approve the formation of a Sports Committee.
RESOLVED that Clerk would draw up articles of reference for the Committee and compile a list of potential members.

5.3 The Sports Association Trust

Clerk reported that the Sports Association trustees had provided the requested documentation to close the existing trust and transfer all deeds and assets to the Parish Council as a corporate body. The paperwork has been supplied to Hartlaw for the formal paperwork to be prepared.

5.4 Roads and Highways

Clerk reported that the hedges have been cut back on Harewood Road to the East of the junction with Crabtree Lane and we are waiting for Leeds City Council (LCC) to re-site the speed limit signs that have been blocking visibility of oncoming traffic.

Clerk reported that there had been no update yet from the LCC highway engineers on improving pedestrian safety on Lumby Lane and the stretch of Main Street between the Lumby Lane and Moor Lane junctions.

RESOLVED that Clerk would follow up with LCC for updates on both.

Clerk reported that repair works to Keswick Beck bridge would go ahead with the preferred durable, stainless steel replacement railings. It was noted that these have a resin finish to add to the durability but

they would be finished with white paint to match with the remaining railings.

Clerk reported that complaints had been received about speeding on Moor Lane. Cllrs discussed this, the need for improved visibility on the Allerton Drive / Crabtree Lane junction and the potential for Speed Indicator Devices (SIDs) around the parish. Cllrs reported that SIDs had previously been refused as the village has no street lighting, however it was pointed out that other areas such as Wike and Linton have them without having street lighting.

RESOLVED that Cllrs Bailey and Cunliffe would discuss cutting back the hedges to improve sightlines at the junction with residents of Allerton Drive.

RESOLVED that the Clerk would look into requirements for the installation of SIDs devices

5.5 Playground

Clerk reported that the playground inspection report had been received and a number of recommendations had been made for maintenance including fixing the gate post, trimming the surrounding trees, cleaning playground equipment and fixing down the bench.

RESOLVED that Clerk would ask Matt Harrison to quote on fixing the gate and get Bowman to quote on further treeworks.

Cllrs discussed the longer term need for replacement equipment and Clerk updated on interest from residents in taking part in an advisory group for this.

RESOLVED that Clerk would set up an advisory Committee as a working group to develop ideas for future equipment in the playground.

Clerk reported that the broken playground picnic bench was removed. Cllrs discussed the need for a sustainable replacement and the potential grant funding that might be available.

RESOLVED that a new fitted picnic bench would be included in the 2027-28 budget, with the remaining bench making do for the winter, and Clerk to source costs for replacement options.

Cllrs discussed the removal of the dead Willow tree and suggested keeping the space available for a future memorial or ceremonial planting.

5.6 Treeworks

Clerk reported that LCC Arboriculture officers had reviewed the damaged Memorial tree on Crabtree Lane and would carry out works to remove the dead branches but no update had been received on the large Scots Pine overhanging Lumby Lane. Cllrs discussed the current skid risk from the pine needles on Lumby Lane and noted the need for branches on the downhill side to be trimmed to lessen both the fall of pine needles and the possibility of the whole tree coming down in a storm. Clerk noted that as the tree was on private property and the residents had ignored previous requests to attend to the matter, the options for action were limited.

RESOLVED that Clerk would raise the issue with Ward Cllrs for advice.

Cllrs discussed concerns that the hot Summer has put trees in the Parish under extra stress and storms could bring branches and possibly whole trees down.

RESOLVED that Clerk would post a warning to residents to watch out for loose branches / damaged trees and ask them to report them for maintenance.

RESOLVED that Clerk would ask East Keswick Wildlife Trust to review trees on the sites they manage and report back on any risks.

5.7 Footpath Maintenance and Hedge Trimming

The state of all footpaths around the village was discussed by Cllrs with resurfacing required on those between St Mary's Garth and the playground, The Grove and Moor Lane, Church Drive and Main Street, and Paddock Green and the Village Hall.

RESOLVED that Clerk would report these to LCC Public Rights of Way (PRoW) dept.

Cllrs discussed the need for hedges, trees and shrubbery to be trimmed to keep PRoW and pavements clear. It was noted that in some areas garden waste being swept onto the pavement rather than being disposed of in garden waste bins.

RESOLVED that Clerk would include an item on hedge trimming in the Parish newsletter and send letters to particular households asking them to keep pedestrian rights of way clear.

5.8 Phonebox Refurbishment

Clerk reported that a contractor who would renovate the Phonebox had been found and initial estimates for the price were within the allocated budget.

RESOLVED that Clerk would ask the contractor to provide a full quote for the work.

6. Members' Report

6.1 Stile Wear on footpath behind The Grove

Cllr Bailey reported that the stile had been fixed.

6.2 The Duke of Wellington English Heritage listing

Cllr Ballmann reported that there were no updates but he hoped to have more information for the November PC meeting. Cllrs discussed getting input from the East Keswick (EK) History group to help the case.

RESOLVED that Clerk would get in touch with EK History group to discuss the matter.

7. Matters Requested by Councillors

7.1 Residents Welcome Pack

Cllr Batty was absent, to be discussed further in October. Cllrs noted that it should primarily be a digital option, in keeping with environmental responsibilities.

8. Planning Applications

8.1 For Consideration

26/04391/FU The Old Parsonage, Main Street

Variation of condition 2 (Approved plans) to previously approved Planning Application 23/01597/FU (One new detached dwelling with detached garage to front and garden shed to side/rear; landscaping and pond to rear) to include habitable accommodation within the roofspace, comprising of two bedrooms with addition of new rooflights

RESOLVED that there were no objections

Cllrs discussed the rules about skylights in a dark village and a conservation area.

RESOLVED that Clerk would ask LCC for advice on planning rules related to skylights.

8.2 Decisions made by LCC

26/02414/CLP East Keswick Village Hall Approved

26/03372/FU Winton House Approved

26/02775/FU Orchard Cottage Approved

26/03776/DAG Barn West of Moor Lane Refused

Clerk noted that a resident complaint had been received about work taking place at the Barn West of Moor Lane despite the planning application refusal.

RESOLVED that Clerk would investigate and report it to Ward Cllrs and LCC planning dept.

Clerk noted that a resident query had been raised about work taking place at Sunny Bank Cottage on Moor Lane but this conversion of a garage to a habitable room had building control consent.

9. Financial Matters

9.1 Bank Account Balances

Community Account	£3.15
Sports Association Account	£2.05
Savings Account	£41,243.71

9.2 Accounts for Payment

The lists of payments from 20th July to 14th September were presented.

RESOLVED to approve the lists of payments, see Appendix 1.

RESOLVED to transfer £3,450 from Savings to Community account to cover monthly outgoings.

9.3 Reserves Plan

Clerk presented the draft Reserves Plan.

RESOLVED to approve the Reserves Plan.

10. Matters for Inclusion

Cllr Waterfield requested an item on the upkeep of the white railings on Main Street.

11. Next Meeting

RESOLVED that the next ordinary meeting would take place on Tuesday 20th October 2026 at 7.30pm.

The meeting closed at 9.05pm.

These minutes were recorded and prepared by O Cruse, Clerk.

Appendix 1

Payments Made: August 2026

To Whom	Amount	Invoice Number	Account	EKPC Code	Authorised By
Wicksteed	£180	832166	Community	Q	Cllr Waterfield
Parish Clerk	£557.70		Community	A	Cllr Waterfield
Bedford Mowing Services	£453.60	36247	Sports Association	M	Cllr Waterfield
Xero	£44.40		Community	K	Direct Debit

Account Transfers Made: August 2026

From	To	Amount	Transferred By
Savings	Community	£760	Clerk
Savings	Sports Association	£453	Clerk

Payments Made: September 2026

To Whom	Amount	Invoice Number	Account	EKPC Code	Authorised By
Bowman Arboriculture	£1,200	0972	Community	X	Cllr Waterfield
GGs	£1,320	6941	Community	O	Cllr Waterfield
EK Village Hall	£36	26101	Community	E	Cllr Waterfield
Matt Harrison	£50	2026-13	Community	Q	Cllr Waterfield
Parish Clerk	£610.75		Community	A	Cllr Waterfield
Parish Clerk	£95.70		Community	A	Cllr Waterfield
Xero	£46.80		Community	K	Direct Debit

Account Transfers Made: September 2026

From	To	Amount	Transferred By
Savings	Community	£3,450	Clerk