

## Annual Report 2023/4

### **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  - Upgrade outdated IT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 lengthsman, to help reduce the risk of surface water flooding in the town (still looking to appoint)
- The annual leaflet for householders has gone out 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.
- The PM attended a resilience workshop organized by Cumbria's Resilience Network (part of both Cumberland and Westmorland & Furness Councils) to inform planning and enable networking with other agencies involved in the resilience/recovery process.

### **Challenges:**

1. Cumberland has not yet announced a replacement for the Flood and Development Manager who retired in 2024. We are updating the plan with relevant contacts in the Highways and Flooding Departments .
2. Some of Keswick's volunteer organisations have ceased to operate, leaving some gaps in the emergency response. E.g. 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. 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. Funding has been secured to run a live simulation in the future.

4. Following a flood, we've previously used space in the Skiddaw St building owned by Keswick Ministries. They have changed the use of this space and cannot guarantee it will be available as an operational base, so we need to consider alternative spaces for post-flood operations.
5. Although the winter storms didn't result in any serious flood events for our area, our response was tested during storms Isha and Jocelyn in January. Information flow about the ongoing situation from the strategic teams did not flow naturally back to KCERP. Thankfully our elected Cumberland Councillor passed on the information as he received it, and we were able to discuss the situation with the Environment Agency as the storms developed. We continue to request improved communications from the strategic meetings.

**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.
- Lead volunteers have been trained on the new radios and revisited roles and brought further suggestions to procedures
- Our confidential list of vulnerable householders who may require additional assistance have all been contacted to introduce the new PM, in order to discuss their current situation and needs.
- 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. A trustee will attend a power outage scenario in March 2024 run by Cockermouth to inform Keswick's planning.
- Additional grant funding for 2024 is available via CiFR, and spending priorities have been discussed with the board of trustees.

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

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



Keswick Community Emergency Recovery Partnership	1169144
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## Receipts and payments accounts

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For the period from	01.10.22	To	30.09.23
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Cumbria Community Foundation		12,500	-	12,500	4,396
Keswick Town Council	5,825	-	-	5,825	5,825
CA12 and Friends	-	-	-	-	-
Donation	-	-	-	-	-
Interest	-	-	-	-	-
Keswick Lions	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	5,825	12,500	-	18,325	
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	5,825	12,500	-	18,325	-

### A3 Payments

Project Support	3,530			3,530	
Volunteer costs - Room Hire				-	
Volunteer Costs - refreshments				-	
Volunteer Costs - external Training				-	
Operational Costs - Leaflet Printing	567			567	
Telephone and broadband	138			138	
Telephone: Onebill					
Office Costs - Computer security				-	
Sundries	11			11	
Text local				-	
Equipment - Radio Equipment					
Equipment - Radio installation		-		-	
Equipment - laptop				-	
Equipment - office and emergency supplies			-	-	
Equipment - Sandbags	482			482	
Equipment - storage shed and lock		-		-	
Equipment - Trolleys		-	-	-	
Equipment - Hi Vis		-	-	-	-
Insurance		-	-	-	-
<b>Sub total</b>	<b>4,451</b>	-	-	<b>4,451</b>	-

### A4 Asset and investment purchases, (see table)

	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-

<b>Total payments</b>	<b>4,451</b>	-	-	<b>4,451</b>	-
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<i>Net of receipts/(payments)</i>	1,374	12,500	-	13,874	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,902		-	12,902	
<i>Cash funds this year end</i>	14,276	12,500	-	26,776	



Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Petty Cash	64		-
	Cumberland Current Account	13,598	12,500	-
			-	-
	<b>Total cash funds</b>	13,662	12,500	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	BT account credit	155	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	-	-	-
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### B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

### B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

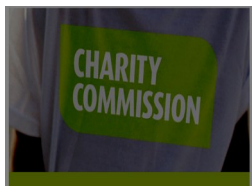
### B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	

		-	
		-	
		-	
		-	

Signed by one or two trustees on  
behalf of all the trustees

Signature	Print Name	Date of approval



## Expenditure

Totals		###			### £- £-				
246.88 288.69									
					</				





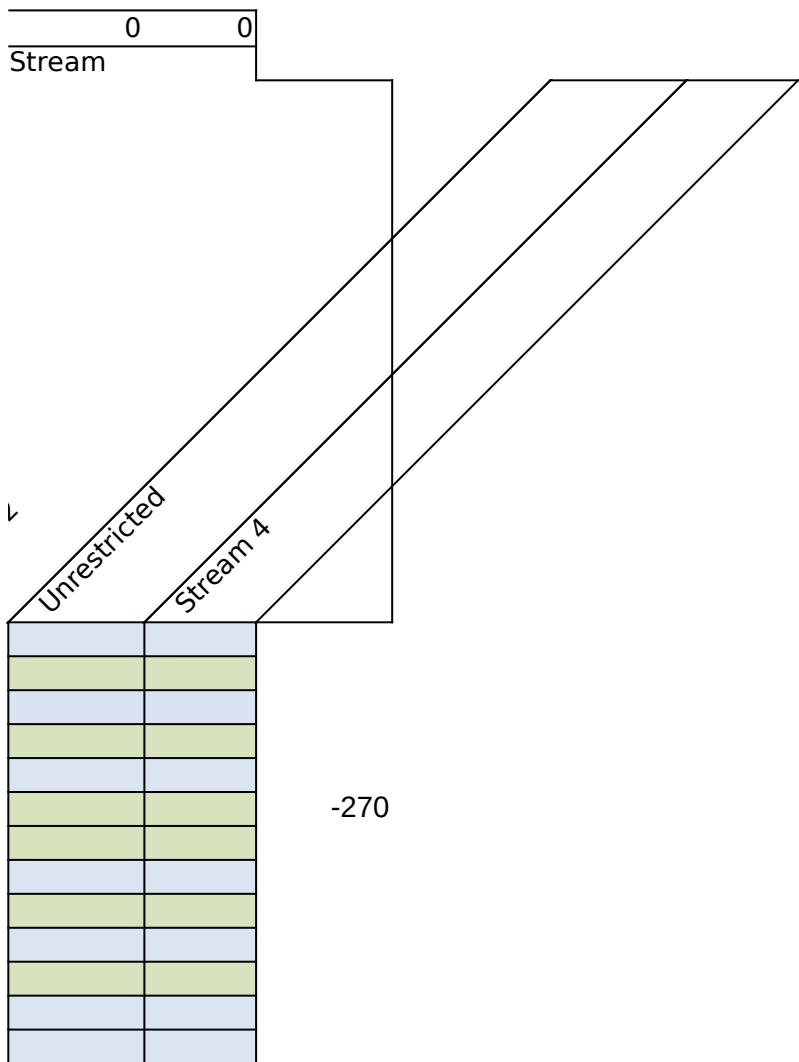
		£41.76						
		£53.94						
		£53.94						
		£53.94						
		£61.72						
		-£285.20						
		-£270.00						
		-£136.62						
		£331.72						
		£61.72						
		£61.72						
		£61.72						
		£61.72						
		-£307.11						
		-£155.03						

£37.00

£-	###	###	###	£-	£-	£-	£-	£-	£-	###	£-	£-	£-	£-	Restricted Fund:			Funding	0
Volunteer Costs - external Training	Operational Costs - Leaflet Printing	Phone: Onebill	Telephone and Broadband (BT)	Office Costs - Computer security	Text local	Equipment - Radio Equipment	Equipment - Radio installation	Equipment - laptop	Equipment - office and emergency supp	Equipment - Sandbags	Equipment - storage shed and lock	Equipment - Trolleys	Equipment - Hi Vis	Insurance	Check totals	Yes/No	CCF year 3	CCF Year 2	
		£97.18													OK		£-		
															OK				
		£97.18													OK				
	###														OK				
										###					OK				
	###														OK				
		£45.28													OK				
															OK				
															OK				
															OK				
		£3.65													OK				
			£41.76												OK				
			-£41.76												OK				

[illegible]

[illegible]



[illegible]

-£285.21

sep bill	61.72
Aug bill	61.72
July Bill	61.72
Jun bill	61.72

331.72

61.72

53.94


53.94

53.94  
41.76

843.9



41.81 m006  
136.62  
270  
285.2

21.51 m12  
21.8 m13  
18.41 m14

33.98  
19.96

27.74

6.23

19.96

0.01

19.96

33.98

41.76

998.93

155.03



[illegible]

[illegible]

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0	0	0	0	0	0	0	0	0
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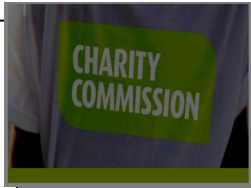
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Date of Expenditure
23.05.23
16.5.23

Report Completed by:
Signed:
Dated:

Approved by:
Signed:
Dated:

This is taken as authorisa
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Description
Bus to CERG open day
8x 1st class stamps

Total:

C Peat

Graham Thompson

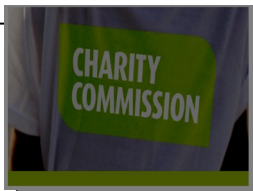
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tion to top up the petty cash balance by:

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Amount	Receipt Included Yes/No
£2.00	y
£8.80	y
£10.80	



Date of Expenditure


Report Completed by:

Signed:

Dated:

Approved by:

Signed:

Dated:

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Description

Total:



Amount	Invoice Included Yes/No	Cq Number

[illegible]