

WHITEHAVEN TOWN COUNCIL

Clerk to the Council:

Marlene Jewell
Telephone: 01946 67366

Chairman:

Councillor Brian O'Kane

To: Members of the Whitehaven Town Council

You are duly **SUMMONED** to attend a meeting of the **WHITEHAVEN TOWN COUNCIL** which will be held at

Venue: THE ENNERDALE ROOM, WHITEHAVEN CIVIC HALL, LOWTHER STREET, WHITEHAVEN

Date: Thursday 26th April 2018

Time: 6.30pm

Signed.....*pp. VConley*.....
Marlene Jewell, Clerk

Dated.....*20/04/2018*.....

AGENDA

1. Apologies for Absence

To receive apologies for absence

2. Declarations of Interest

To receive declarations of interests by elected members in respect of Agenda items

If a Member requires any 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.

3. Minutes of the Council Meeting held on 29th March 2018

4. Minutes of the Extraordinary Council Meeting held on 6th April 2018

5. Public Participation

6. **Planning Applications** – to consider planning applications received
7. **Financial Report**
8. **Markets Report** - to consider the monthly report on Whitehaven Market received from Copeland borough Council
9. **Councillor O’Kane’s update on St Nicholas Gardens**
10. **Recommendations from Whitehaven in Bloom Advisory Group**
11. **Office Accommodation**
12. **Council Communications** – Chairman to report on this
13. **Playparks and Open Spaces** - Councillor Laine to give a Report
14. **Corruption in Copeland**
15. **Councillor Matters**
16. **Date of Annual Parish Meeting**
17. **Date of Annual Council Meeting**

IN PRIVATE

That prior to the following items of business the Chairman will move the following items of business the Chairman will move the following Resolution

That in view of the special or confidential nature of the business about to be transacted it is advisable in the public interest that the public and/or press be instructed to withdraw.

18. **Pay Rises**
19. **Update on Claim against the Council**

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 29th March 2018

Present: Councillors B O’Kane (Chairman); J Forster; R Gill; J Kane; C Maudling; J Rayson; G Roberts

M. Jewell, Clerk and Responsible Financial Officer
V. Gorley Trainee Assistant Town Clerk
Councillor Mike Hawkins, Cumbria County Council
Matthew Labourne, Colourful North
Andrea Winders, Disruptive
Members of the Public

941/18 **Apologies for Absence**

Apologies for absence were received from Councillor Guest, Councillor Laine and Councillor Lowrey

942/18 **Declarations of Interest**

Councillor Maudling declared that he was a member of CBC’s Planning Panel.

The Chairman said there were three presentations and that the order of items on the Agenda might have to be altered

943/18 **Minutes of the Council Meeting held on 22nd February 2018**

Councillor Maudling proposed that the Minutes be approved and signed by the Chairman as a correct record. This was seconded by Councillor Roberts.

RESOLVED – That the Minutes be approved and signed by the Chairman as a correct record.

944/18 **Minutes of the Extraordinary Council Meeting held on 13th March 2018**

The Chairman read out an email from Councillor Laine regarding these Minutes which said that there was no show of hands to appoint Burnetts to give legal advice and therefore the decision was not lawful.

The Chairman wished it to be noted that if Councillors had issues with regard to

Council they are either said in Council or somebody asks and puts them into the next meeting and voices their concerns there. The Chairman said they needed to decide as a group. Councillors said that in their opinion they had voted and the Clerk had asked for the wording of the resolution at the time.

Councillor Gill proposed that the Minutes be approved and signed by the Chairman as a correct record. This was seconded by Councillor Roberts.

RESOLVED – That the Minutes be approved and signed by the Chairman as a correct record.

945/18 **Minutes of the Extraordinary Council Meeting held on 21st March 2018**

Councillor Gill proposed that the Minutes be approved and signed by the Chairman as a correct record. This was seconded by Councillor O’Kane

RESOLVED - That the Minutes be approved and signed by the Chairman as a correct record.

946/18 **Public Participation**

There was no public participation

947/18 **Planning Applications**

The Council considered a report on planning applications received and shown at Appendix 1.

Councillor O’Kane said the only objection he had received was from a resident who was concerned about a snooker hall being located at the former B&M premises (application no. CH/4/18/2112/0F1) and this was about whether this would receive planning permission before the office development. The concern was that two different aspects were being put forward to this particular area of the town.

Councillor Maudling said this would be temporary planning permission for two years. There was also the issue of parking provision for any development in that area.

Councillor Roberts referred to planning application CH/4/18/2118/0F1 and said he had concerns about access and drainage.

RESOLVED - That the Clerk inform CBC Planning Department about planning applications nos CH/4/18/2112/0F1 and CH/4/18/2118/0F1 giving the Councils representations as stated above.

948/18 **Financial Report**

The Council considered a Financial Report and it was :-

RESOLVED – (i) That the invoices shown at Appendix 1 be approved and paid

(ii) That the Cash Book and Income and Expenditure shown at appendices 2 and 3 be approved and noted

(iii) that in response to Minute 909/18(iii) this had been checked with CALC and their response printed below be noted and approved:-

“My view is that the system you operate is correct. The Council needs to be satisfied that the payment is proper and the minute in whatever way you word it has to say that but what you record in the cash book by way of cross reference is not a matter for Councillors and provided you satisfy your internal auditor you need not take any action.”

949/18 **Presentation by Councillor Mike Hawkins on his Role as Member Champion for Autism in Cumbria**

The Council considered a report by and a presentation from Councillor Mike Hawkins who is the Cumbria County Councillor Member Champion for Autism.

He said he had a lot of good ideas to bring to the table:-

- Making places autism friendly
- Stickers in shops to say they are autism aware/friendly
- Help in accessing benefits

Councillor Maudling said he would bring it to the attention of the Chamber of Trade.

The Council thanked Councillor Hawkins for his informative presentation and said that they fully supported all that he had said.

RESOLVED - That this be noted and Councillor Hawkins be thanked for his Presentation.

950/18 **Presentation by Matthew Labourne from The Colourful North on Street Art**

The Council heard a presentation on street art from Matthew Labourne. Matthew said that street art was a way of turning round dull uninteresting areas,

transforming industrial areas and that that promoted tourism and businesses flourished.

He circulated pictures and talked about street art in various places in the world. He said in Brazil street art had been legalised which had attracted tourism and business. In St Petersburg which is well known for contemporary art the world's first street art museum used street art to complement the contemporary art scene. He said on 9th April 2018 they would be trying to remodel the cattle arch in Mirehouse.

Matthew said the focus was with youth groups and said Whitehaven Rugby League Football were helping to facilitate workshops. He said he had ideas for statement pieces in various places in Whitehaven.

The Council asked how it could help and Matthew said he would be pleased to receive any financial backing that the Council could give.

The Chairman thanked Mathew for his presentation and said the Council hoped to hear from him in the future.

RESOLVED – That Matthew be thanked for attending and giving the presentation and that it be noted.

951/18

Presentation by Andrea Winders and Alison McDonagh from Disruptive

The Council heard a very enthusiastic presentation from Andrea Winders of Disruptive.

She said she had chosen Whitehaven as the first project and said that the first thing she did was to look at the demographics of the town and how it could become known for something other than Sellafield.

She said to start with she created an engine and made the following points:-

- All ideas go into the pot and then we spin them out into viable projects or viable businesses
- She said she was not asking for money as there was kick-start funding already in place
- The town will own a percentage of the businesses
- The first project was the Pelican tall ship which had arrived in the harbour. The Pelican was going to be a training ship and they would be taking kids on it.
- They will also be reuniting dads and lads on the ship
- The college will also be using the ship as part of their apprenticeship scheme
- The ship will only be out of port when sailing and would be gone for a couple of months during summer and winter months
- They were looking at retail and housing and bringing in a lot of investment and capital
- They would be bringing in a digital business

Andrea Winders said she would like to come back to the Council periodically to report on the project and the Council welcomed this. The Council thanked

Andrea Winders for an excellent and inspiring presentation.

RESOLVED - That Andrea Winters be thanked for an excellent presentation and looked forward to meeting with her again.

952/18 **Market Report**

The Council considered an update report on the market. Following a discussion it was

- RESOLVED** – (i) That CBC be asked to break the report down and provide more information on how many stalls were occupied on each market day and the type of stalls on the market.
(ii) That a forward plan for the market be produced
(iii) That the Chairman raise this with Mayor Starkie and report back to the Council.

953/18 **Allotments Report**

The Council considered a report on allotments containing recommendations made by the Allotment Advisory Group on 16th March 2018. Following a discussion it was proposed by Councillor Gill and seconded by Councillor Roberts that the recommendations made by the Allotments Advisory Group and the amendments to the existing Allotment Agreement be approved.

RESOLVED - That the following be approved

- That vacant plot 33a at Cartgate be used as a designated storage/delivery area as it is in front of the main access gate
- That disclaimer notices be displayed on the gates to each site
- That Copeland Disability Forum and Kym Allen Safety Consultants be asked about the type of surface suitable for pathways on plot for people with disabilities at Midgey for both electric and manual wheelchair users
- That the new maintenance contractor be responsible for filling in the potholes on the communal paths on the Allotment sites
- That the new maintenance contractor carry out a site survey to help tackle the problem of pest control in particular rabbits at Midgey and Crow Park
- That the new maintenance contractor carry out a site survey and assess if and where new taps could be installed together with an estimated cost

- That the skip provider be asked if larger skips could be installed together with the estimated cost
- That the Allotment sites be given 2 skips per site per year one at the end of March and one at the end of September
- That no sub letting/assignment or parting with possession of the allotment garden or any part of it be allowed
- That an extra clause be added onto 2.4.5 of the tenancy agreement to say that “The Tenant of an allotment garden shall disconnect any hose pipe from the tap and coil it up and remove it after each use and in any event when they leave the allotment site and must leave the water tap in a closed position. If the tenant fails to do this it will be a breach of the tenancy agreement which may result in further action being taken.”
- That bonfires be not allowed on allotment sites
- That the remaining amendments to the tenancy agreement and risk assessment be agreed as shown on Appendix 1 and 2.

954/18 Update on St Nicholas Gardens

The Chairman apologised for not providing a report but said that things had been changing quickly. He said CBC had agreed to cut the grass each month and the hedges twice a year. The Chairman asked if the Council could contribute to putting flower beds in and provide flowers and said that the provision of flowers would need to be put out to quotation.

The Chairman said that CBC had submitted labour costs for removing a number of conifers, making space for flowers, weeding and irrigating all four areas, supplying topsoil and applying grass in the sum of £1841.42.

Following a discussion where all Councillors were very keen to help St Nicholas as it was a centre point in town for tourists and residents, Councillor Gill proposed that up to £10,000.00 be allocated (to include the £1841.42 mentioned above) for St Nicholas Gardens. This was seconded by Councillor Maudling.

- RESOLVED** – (i) That up to £10,000 (including the £1841.42) be allocated for The improvement of St Nicholas Gardens
(ii) That quotations be sought for flowers for the flower beds

955/18 Update on MV700 Gladiator Chewing Gum Removal Machine

Councillor Maudling said that all businesses in King Street and the Market Place

were very pleased with the results of the Gladiator machine. The Chairman said that extra areas had been done – the area behind the stobs and the side street leading to the former B&M.

The Chairman read out emails from an individual complaining about the Council paying for the Gladiator machine as the Council had no powers to do this and that they were going to report the expenditure to the Council's external auditor.

Councillor Forster said that she had received a lot of positive comments about the town centre.

The Chairman said that the Council had paid the accommodation bills originally agreed with the contractor but the last time they were here was for eight days and the contractor ended up with extra accommodation costs of £700.00 and they had asked if the Council could help out with these.

Councillor Gill proposed that half of the extra accommodation fee be paid to the contractor and this was seconded by Councillor Roberts.

RESOLVED- (i) That the position be noted
(ii) That £350.00 be paid to the Contractor in respect of half of the extra accommodation fee

956/18 Playparks and Open Spaces

RESOLVED – That consideration of this be deferred to the next meeting.

957/18 Partnership with Copeland Borough Council for a Ranger for Whitehaven

The Council considered a report on a partnership with Copeland Borough Council to pay £26,800 per annum towards the annual operation costs of employing a Ranger based on that person working 3 days per week exclusively for the Town Council. This had been agreed in principle at an earlier meeting (Minute 766/17 refers) subject to agreeing the job description.

The Council considered the job profile, the contract conditions and the services specification and it was proposed by Councillor Kane and seconded by Councillor Maudling that these be approved and signed by the Mayor and another Councillor by way of acceptance.

RESOLVED – That the job profile, the contract conditions and the service specification be approved and that they be signed by the Chairman and another Councillor by way of acceptance.

958/18 Corruption in Copeland

RESOLVED – That consideration of this be adjourned until Councillor Guest attends.

- (i) Councillor Gill said that he had received an email about a vacant premises in Duke Street, the former Cumberland Electrical Wholesalers which could be adapted for the Council's needs and opened up for community facilities and which was on sale at auction for £70,000 and asked that it be put on the Agenda for the next meeting.
- (ii) Councillor Forster said there was anti- social behaviour now that the light nights had come in the skate park and that bins and fences were being knocked down. Because of this a residents meeting had been arranged with the Hub, the police, Home Group and the people from the skate park and hopefully something could be sorted out.
- (iii) Councillor Kane said there had been the same problems in the park. People had been hammering away at the bandstand and paint had been chipped off and there was graffiti all over it. He said Enforcement needed to go in and fine a couple of people.
- (iv) Councillor Rayson said there had been a couple of community clean ups but they had not been well attended and there was a lot of litter on the verges so it had been agreed to do a litter pick on a fine day. There was an area that they had tried to tidy up but when they looked behind the bushes they found that quite a lot of rubble had been dumped but it was too much for them to remove so a resident was going to ask if Community Services could do anything.
- (v) Councillor Rayson said she had been invited into Jericho School by the School Council and took part in a litter pick around the school. They were putting a letter together to be read to the Council about how appalled they were about all the rubbish lying around the school and what they wanted to do about it. Councillor Rayson she had been invited back after Easter and they would be doing a few little projects.
- (vi) Councillor Rayson said residents had reported an ice cream van which had been appearing on Balmoral Road at the end of the school day and parking on the pavement causing problems and contributing to litter. She said the school were going to address this after Easter.
- (vii) Councillor Maudling said he had had a meeting with the manager of McDonalds who had agreed to sponsor a litter clean in the park and there was a youth group coming to do it and that McDonalds would be giving them a free meal for doing this.
- (viii) Councillor Maudling also mentioned the bandstand to McDonalds and asked if there was any chance of getting sponsorship to have the bandstand painted

with anti graffiti paint and had received positive feedback

- (ix) Councillor Maudling mentioned the amount of traffic on King Street and said it should only be before 10.00am and after 5.00pm but that vehicles were going up and down at all times of the day. He said people were driving through when the traffic was at a stand still on Strand Street and that now the street and the mosaics have been cleaned it was detrimental and the biggest thing was health and safety for kids running out of shops and it was a one way street.
- (x) Councillor O’Kane said the Post Office van was driving down King Street and scattering people. He said he had contacted headquarters of the Post Office and told them that he would do something if they didn’t. The manager said he didn’t know why the vans were driving down the pedestrianised area when there was a back entrance. Councillor O’Kane said the Council needed to put more pressure on the police as this was an inherent danger in a pedestrian precinct.
- (xi) Councillor Kane said the bandstand was ideal for street art
- (xii) Councillor Forster said there was litter picking in Hensingham on Friday 27th and Saturday 28th and all volunteers were welcome

960/18 Date Time and Venue of next Meeting

RESOLVED – That the date of the next meeting be Thursday 26th April 2018 at 6.30 at a venue to be arranged.

The meeting closed at 8.50pm

Chairman

WHITEHAVEN TOWN COUNCIL

Minutes of the Extraordinary Council Meeting held on 6th April 2018

Present: Councillors B O’Kane (Chairman); R. Gill; J Kane; J. Laine;
C Maudling; J Rayson;

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley Trainee Assistant Town Clerk

Member of the Public

961/18 Apologies For Absence

Apologies for absence were received from Councillor Forster and Councillor Roberts

962/18 Declarations of Interest

Councillor Laine declared a non pecuniary interest in Item 7 - Claim against the Council.

963/18 Public Participation

Mr Nicholson raised the following:-

1. The buses. He said he had been away for some time and referred to the Minutes from October 2017 when the last thing was when Councillor Roberts had said when the new traffic manager was in place in Preston he would be having a meeting with him as the infrastructure of the buses was in the interests of Whitehaven. Councillor Roberts had been asked to make representations on this as a County Councillor and the Clerk was also asked to write to the County Council and Stage coach.
2. The Minutes in relation to number 4 on the Agenda. He said he had noticed that the Council had put a quote out for plants and flowers for St Nicholas and was wondering if the Council was still going ahead with a request for volunteers to help in any way over the

summer period.

3. There is a footpath that runs between Home Bargains down to Coach Road and during the winter all the lights were out and they went out after a lot of demolition work was done.

In response to Mr Nicholson the Chairman said that Councillor Roberts would write to him to tell him what was happening and that if Mr Nicholson was volunteering for St Nicholas he was certain that it would be well received as it was a large project. He said that it was hoped to start Whitehaven in Bloom the next week.

Regarding the lighting a written request would be made to CCC.

Councillor Laine said she had been in touch with CCC.

Councillor Laine left the meeting at this point and returned shortly after the Taste Cumbria item commenced.

964/18 IN PRIVATE

Prior to the following items of business the Chairman moved the following Resolution:-

That in view of the special or confidential nature of the business about to be transacted it is advisable in the public interest that the public and/or press be instructed to withdraw

RESOLVED – That this be approved. There were no public or press present.

Councillor Gill proposed that Taste Cumbria move up the Agenda to Item 4 and this was agreed

965/18 Taste Cumbria

A grant application for £10,000 had been made by Taste Cumbria to put on a Taste Cumbria Event in Whitehaven on 28th and 29th July 2018. A presentation was made by Anna Chippendale and Edith McColgan from Taste Cumbria. The Chairman said that the event needed to be discussed in detail with the Town Council.

Anna said that this event should be in partnership with Whitehaven as a town and that they wanted to make sure that Whitehaven benefitted from the event. She said the plans for this year were:-

- A comedy night at the Gaiety cinema

- The motor show on the Harbour – This would be no cost to the Council
- Liaising with the Beacon to increase footfall during the event
- A demo kitchen in St Nicholas Gardens and they would like to include Whitehaven businesses in this
- They had talked about having a hog roast
- The Yellow Earl to be approached to have a cocktail making workshop
- There was a need to spread producers – stalls in both parts of King Street and perhaps a bit of Lowther Street and would consider any other suggestions
- There would be 30 to 40 stalls. If there were not sufficient applications from people in Cumbria then they would consider going outside but only with the agreement of the Town Council
- They were happy to put stalls in other locations but didn't know how CBC felt about the Saturday market
- They wanted to make sure that all Whitehaven businesses were included and involved and suggested that 6 stalls be given free to Whitehaven businesses
- Children's activities – empty shops could be used on King Street
- Couple of fairground rides but not on the harbour
- A beer tent could be put on the harbour – Tractor Shed and entertainment
- Coronation Street – Capitalising on the recent publicity as it would be a shame not to promote this and get people to Whitehaven
- They proposed to get a meeting together with local businesses to discuss drinks promotions and food promotions and other promotions
- That when the programme of events had been determined that they would put an agreement together for both parties to sign

Councillor Gill proposed that the sum of £10,000 be awarded to Taste Cumbria and this was seconded by Councillor Kane. Councillor Laine requested a recorded vote the result was as follows:-

Councillor O'Kane	For
Councillor Gill	For
Councillor Kane	For
Councillor Laine	Against
Councillor Maudling	For
Councillor Rayson	For

Councillor Laine wished it to be noted why she had voted against this. She said she did not think enough research had been done by the commercial company and that the Council had no justification to use section 144 encouraging tourism and unless these statistics were in front of the Council she could not make any decision to spend £10,000

RESOLVED- That Taste Cumbria be awarded £10,000 only for the Event.

966/18

Quotation for St Nicholas Gardens

The Chairman asked Councillor Laine if she wished to start first and she said that she questioned the power the Council had to do this work and did not want her name to be dragged through the Courts for spending tax payers' money.

The Chairman said that over the last several months the Town Council have been trying to help St Nicholas church gardens and at the last meeting the Council looked at the overall position and there was a positivity between Councillors because everyone wanted that part of our town to be significantly improved.

The Chairman said that the church could not afford to do all the work necessary to bring the gardens back to where they were 5 or 10 years ago and that the Council had been trying to enhance the town and develop a 5 year plan with and for St Nicholas and at the last meeting it was agreed to spend up to £10,000 to develop this. However there had been a complication with how Councils can deal with ecclesiastical property.

The Clerk then read out an email that had been sent to Councillor Laine regarding this “with regard to St Nicholas you are correct the Council has no powers under the 1894 Act or s137 or even using the general power of competence. There is no current caselaw to resolve the question of whether or not the 1894 Act restrictions override the provisions in later Acts and ultimately it would be for Courts to determine the extent of any prohibition from the 1894 Act There is no concensus of opinion on this issue and any Council that considers making a payment in these circumstances has to consider whether it would be prudent to do something that it cannot be certain is legally valid.”

Councillor Kane left the meeting and did not return.

Councillor Gill said a search should be made for other ways to do this.

Councillor Laine said a letter should be sent to CBC asking them to do this.

The Chairman said the 1894 Act had existed for 128 years and there was no case law on it and the Clerk had given advice.

Councillor Laine said the Council should get some proper legal advice as to how this work can be done and thought that there may be a way to get the work done and had sent the Clerk and the Mayor an email about this and that the matter should be deferred to the next meeting.

The Clerk said that she had not received an email about this.

Following a long discussion on this the Chairman said that there was a willingness on the Council's part to find a way through this and it was :-

- RESOLVED** – (i) That the legal position with regard to the 1894 Act be noted
(ii) That Councillor O’Kane be supported in his endeavours to get the money in from other sources and for them to donate the money to St Nicholas to get the work carried out for the benefit of the town

967/18 **Whitehaven Rugby League Football Club**

The Chairman reported that Whitehaven Rugby League Football Club had been due to give a presentation but they were still in a phase trying to deal with one or two others and had asked to defer their presentation until they had more information.

RESOLVED – That this be noted

968/18 **Office Accommodation**

Councillor Gill said that the Council should get in touch with the people who were selling Cumberland Electrical wholesalers to declare an interest and said the Council should get a surveyors report and then the Council could decide whether or not to proceed. Councillor Maudling said he would like to view the property first.

Councillor Gill left the meeting at this point and did not return.

RESOLVED – That an appointment be made for Councillors to view the property which was the former Cumberland Electrical Wholesalers and report back to the next Council meeting.

969/18 Claim against the Council

Councillor Laine had declared a non-pecuniary interest in this item at the start of the meeting and left the meeting at this point and did not return.

Further to Minute 940/18 the Clerk reported that the Court papers had been sent to Burnetts solicitors asking them to act on behalf of the Council.

Burnetts had replied stating that due to pressure of work they did not have the staff to undertake this. Following a discussion it was:-

RESOLVED – That the Clerk be authorised to search through local Whitehaven Solicitors and appoint one to represent the Council and report back to the next meeting.

The Meeting closed at 8.15

Chairman

WTC 26/04/2018

Item 6

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
CH/4/18/2147/TPO	TO FURTHER REDUCE BEECH TREE HEDGE TO ALLOW MORE LIGHT IN THE GARDEN & PROPERTY ALDER HOUSE, THE GROVES, WHITEHAVEN
CH/4/18/2145/0F1	INSTALLATION OF NEW "FOLDED ROOF" CONCEPT, COMPRISING OF NEW ALUMINIUM CLADDING TO THE ROOF MCDONALDS RESTAURANT LTD, BRIDGES RETAIL PARK, FLATT WALKS, WHITEHAVEN
CH/4/18/2143/0F1	SINGLE STORY EXTENSION TO PROVIDE EXTENDED KITCHEN AND NEW BATHROOM 6 GRANT DRIVE, WHITEHAVEN
CH/4/18/2144/0F1	CHANGE OF USE FROM VACANT SHOP TO BEAUTY SALON 32 JAMES STREET, WHITEHAVEN
CH/4/18/2154/0L1	LISTED BUILDING CONSENT TO INSTALL AN INTERNAL SOFTWOOD FRAME INTO AN EXISTING INTERNAL DOORWAY AND NEW DOOR YMCA, 44 IRISH STREET, WHITEHAVEN
CH/4/18/2151/0F1	ERECTION OF PAIR OF SEMI-DETACHED DWELLINGS PLOTS 55/56 FORMER WHITE SCHOOL, KELLS, WHITEHAVEN

FINANCIAL REPORT

Purpose of the Report

Members are asked to consider a list of invoices for authorisation and payment as shown at Appendix 1 and that the recommendations in paragraphs 3.1 and 3.2 be approved

1.0 INTRODUCTION

- 1.1 Authorise the payment of all invoices as listed in Appendix 1.
- 1.2 The Council is asked to note the cashbook as reconciled with the bank account as shown at Appendix 2 together with income and expenditure at Appendix 3.

2.0 FINANCIAL POSITION

- 2.1 The bank reconciliation was carried out on 18th April 2018. This shows a balance of £164,935.15. There are however cheques to the value of £2,398.31 still to be presented and cleared.
- 2.2 The balance in the deposit account is £139,885.77.

3.0 RECOMMENDATION

- 3.1 The invoices listed and shown in Appendix 1 be approved and authorised for payment.
- 3.2 The Cashbook (Appendix 2) and the Income and Expenditure (Appendix 3) be noted.

26/04/2018

Appendix 1

Invoices for Consideration by Whitehaven Town Council

<u>Date</u>	<u>Supplier</u>	<u>Category</u>	<u>Detail</u>	<u>Total Amount</u>	<u>Power</u>
26/03/2018	Rosehill Youth Theatre	Premises	Hire of Ennerdale Room 13/03, 16/03, 21/03 and 29/03/2018	£210.00	s111 LGA 1972
27/03/2018	Viking	Supplies/Services	A4 Copier paper	£27.82	s111 LGA 1972
29/03/2018	Mrs V Gorley	Supplies/Services	Annual charge - Adobe Export PDF	£21.14	s111 LGA 1972
16/04/2018	CALC	3rd Party	Annual subscription 2018/19	£1,072.00	s111 LGA 1972
16/04/2018	Rosehill Youth Theatre	Premises	Hire of Ennerdale Room 06/04, 12/04, 17/04/2018	£120.00	s111 LGA 1972
16/04/2018	Rosehill Youth Theatre	Mayor	Hire of Ennerdale Room 13/04/2018	£40.00	s111 LGA 1972
18/04/2018	Cumbria Media	Supplies/Services	Website maintenance - Job 96 to 108	£64.00	s111 LGA 1972
				£1,554.96	

APPENDIX 2.

WHITEHAVEN TOWN COUNCIL
CASH BOOK FROM 1 APRIL 2018

Date	Ref	Payee	Employee: Premises	Supplies/3rd Party	Grants	Allotmts	Christmas	Market	Communit y Plan	Ground Maint	Civic Hospitality	Ranger	W.I.B	Ward Grants	Elections	Environmental Improvements	Events	Net Total	VAT	Total	Min. Ref.	
03/04/2018		Unpresented Cheque from February 2018	65.00	45.00														65.00		65.00	655.00	
04/04/2018	402	Cumbria Association of Local Councils		117.16														117.16	1.03	118.19	118.19 948/18(i)	
04/04/2018	403	Viking Direct		95.00														95.00	19.00	114.00	114.00 948/18(i)	
04/04/2018	404	Westcom																61.66	12.34	74.00	74.00 948/18(i)	
04/04/2018	405	The Waverley Hotel																61.66	12.34	74.00	74.00 948/18(i)	
04/04/2018	406	The Waverley Hotel																61.66	12.34	74.00	74.00 948/18(i)	
04/04/2018	407	The Waverley Hotel																61.66	12.34	74.00	74.00 948/18(i)	
04/04/2018	408	Rosehill Youth Theatre	260.00															260.00		260.00	260.00 948/18(i)	
04/04/2018	409	E.ON	65.40															238.18	11.91	250.09	250.09 948/18(i)	
04/04/2018	410	Copeland Borough Council																1910.00		1910.00	1910.00 948/18(i)	
04/04/2018	411	Copeland Borough Council				1910.00														382.00	2292.00	2292.00 948/18(i)
04/04/2018	412	Clt. Brian O'Kane - VOID replaced by chq 422																64.85		64.85	77.82 948/18(i)	
04/04/2018	413	Viking Direct		36.00														36.00		36.00	36.00 948/18(i)	
04/04/2018	414	Cumbria Media		3.50														3.50		3.50	3.50 948/18(i)	
04/04/2018	415	Mrs V Gorley																112.50	22.50	135.00	135.00 948/18(i)	
04/04/2018	416	The Waverley Hotel																5.00		5.00	5.00 948/18(i)	
04/04/2018	417	Clt. Graham Roberts	5.00															215.01	42.99	258.00	258.00 948/18(i)	
04/04/2018	418	The Waverley Hotel																800.00	160.00	960.00	960.00 948/18(i)	
04/04/2018	419	JM Skips																12.60		12.60	12.60 948/18(i)	
04/04/2018	420	Mrs V Gorley				800.00												500.00		500.00	500.00 948/18(i)	
04/04/2018	421	Royal British Legion																5500.00	1100.00	6600.00	6600.00 948/18(i)	
04/04/2018	BACS	Manchester Urban Cleaners																35.91		35.91	35.91 948/18(i)	
05/04/2018	422	Clt. Brian O'Kane	35.91															35.91		35.91	35.91 948/18(i)	
06/04/2018	BACS	Manchester Urban Cleaners																3810.08		3810.08	3810.08 948/18(i)	
13/04/2018	BACS	Staff	3810.08															350.00		350.00	350.00 955/18(i)	
13/04/2018	BACS	Cumbria Local Government Pension Scheme	735.29															3810.08		3810.08	3810.08 654/17	
13/04/2018	423	HMRC	1873.01															735.29		735.29	735.29 759/17(i)	
13/04/2018	BACS	Cumbria County Council - County Fund			1500.00													1873.01		1873.01	1873.01 HMRC	
13/04/2018	BACS	Safety Net UK Ltd			1500.00													1500.00		1500.00	1500.00 939/18(i)	
			###	325.40	329.11	45.00	3000.00	0.00			0.00							19,969.47	1,789.42	21,823.89		
							238.18	0.00										6,362.49				

WHITEHAVEN TOWN COUNCIL

INCOME 2018-19

Date	Item	Precept	Interest	Other
03/04/2018	Allotment Rents 2018/19			17.00
09/04/2018	Allotment Rents 2018/19			406.00
13/04/2018	Allotment Rents 2018/19			102.00

0	0	525.00
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WHITEHAVEN TOWN COUNCIL SUMMARISED INCOME & EXPENDITURE STATEMENT FINANCIAL YEAR 2018-19	Expenditure Net of VAT	Invoices not yet processed	Budget
BANK BALANCES BROUGHT FORWARD			
CBS 53905917	183,835.73		
CBS 53906216	139,885.77		
TOTAL OPENING BALANCE	323,721.50		
INCOME:			
Precept			
Interest (Deposit)			
Other Income	525.00		
TOTAL INCOME	525.00		
EXPENDITURE			
Employees & Allowances	6,524.29		
Premises	325.40		
Supplies/Services	329.11		
3rd Party	45.00		
Grants	3,000.00		
Allotments	2,710.00		
Christmas	238.18		
Markets	-		
Community Plan	-		
Ground Maintenance	-		
Civic Hospitality	-		
Ranger	-		
Whitehaven In Bloom	-		
Ward Grants	-		
Elections	-		
Environmental Improvements	6,362.49		
Events	-		
VAT (to be reclaimed)	1,789.42		
TOTAL EXPENDITURE	21,823.89		
CASH BOOK BALANCE			
Brought forward	323,721.50		
Income	525.00		
Expenditure	21,823.89		
Town Council Funds	302,422.61		
BANK BALANCES			
CBS 53905917 (18/04/2018)	164,935.15		
CBS 53906216 (18/04/2018)	139,885.77		
	304,820.92		
Unpresented Cheques	2,398.31		
FINANCIAL POSITION	302,422.61		

Markets Report

Purpose of the Report and Recommendation

To consider and note a monthly update Report for the Market

1.0 INTRODUCTION

- 1.1 Members will recall that at the Council Meeting on 22nd February 2018 Julie Betteridge agreed that a monthly update report on the Market would be given (Minute 907/18 refers).
- 1.2 At the time of writing the Market Report has not been received and will be forwarded as soon as possible.

2.0 RECOMMENDATION

- 2.1 That members consider and note the report

WHITEHAVEN IN BLOOM REPORT

Purpose of the Report and Recommendation

To report back to Members of the discussions held at the Whitehaven In Bloom Advisory Group meeting

1.0 INTRODUCTION

- 1.1 A meeting of the Whitehaven In Bloom Advisory Group was held on 12th April 2018. Notes from the meeting are attached at Appendix 1.

2.0 PRESENT POSITION

- 2.1 Following discussions, it was agreed that:

- Enquiries would be made with Cumbria County Council with regards to having brackets put on lamp posts.
- The Ranger to check on the condition of the existing brackets and to identify where others were needed and to report back to the Clerk.
- The Ranger would water the flower baskets as part of their duties.
- To purchase large tubs/planters/barrels.
- Councillor O'Kane to make enquiries with Whitehaven Garden Centre as to the cost of purchasing barrels including plants.
- The Clerk to contact Workington Town Council for information relating to their supplier.

RECOMMENDATION

- 2.0 That Members make a decision on the recommendations made by the Whitehaven In Bloom Advisory Group.

12th April 2018 : 10:00am

Present: Councillor Brian O’Kane – Chairman of Whitehaven Town Council
Councillor Jeanette Forster – Whitehaven Town Council
Marlene Jewell – Clerk
Vanessa Gorley – Trainee Assistant Town Clerk
Mr Ian Latter

Apologies Received: Councillor Raymond Gill – Whitehaven Town Council

Items discussed:

Hanging Baskets

100 hanging baskets had been purchased to be erected in the Town Centre. Ian Latter asked where they would be sited and it was suggested that 2 baskets would be allocated to each of the lamp posts in King Street and the rest distributed amongst the business premises in town as per the previous year.

That the Town Centre Ranger be asked to check on the condition of the existing brackets and to also identify where others were needed and to report back to the Clerk.

Ian Latter suggested the gazebo in the market place and that Copeland Borough Council used to get Robert Watson at Bigrigg to make brackets that could be attached to the remaining lamp posts in town. The Clerk said she would contact Brian Holmes at Cumbria County Council to see if this would be permitted.

Ian Latter said the flowers would need to be watered every other day and it was reported that this would form part of the duty of the Town Centre Ranger.

Flower Tubs/Planters

Discussions centred on how we were going to achieve this and where to site them. It was noted that there is a time issue in that the floral displays should be made available for the last week in May, first week in June.

Councillor O’Kane suggested the Town Council approach the charity project Men In Sheds based at Mirehouse Community Centre and supply the raw materials for them to make the planters for the Town Council. If this option was agreed upon there then came the issue of where to store them after they had been used as the Town Council don’t have any storage facilities.

Ian Latter suggested different shapes i.e. square, rectangle, diamond and star. The planters would need to be lined and have a false bottom with holes in.

Councillor O’Kane also informed the group that Workington used a Company who supplied, fitted and removed all floral displays.

It was agreed that the Clerk contact Workington Town Council for the name of the company to see if they could do the same for Whitehaven and what the cost implication would be.

Ian Latter informed the Council that the garden centre located at Mirehouse also had barrels for sale and Councillor O’Kane said he would visit the owner after the meeting and price them.

It was agreed that the tubs/planters would be sited at the following locations for maximum impact:

- Pedestrian area outside La Chic/Pixies Pasties – Market Place
- Plaza area – James Street
- Corner of Roper Street/Irish Street – opposite Trinity Gardens
- New Lowther Street
- In front of the Compass Sign on the corner opposite to Barclays Bank at Strand Street

Office Accommodation

Purpose of the Report and Recommendation

To give Members an update on Office Accommodation and for members to recommend the next course of action

1.0 INTRODUCTION

1.1 Members will recall that at the Extraordinary Council meeting on 6th April 2018 it was agreed that an appointment be made for Councillors to view the property at Duke Street and report back to the next Council meeting.

1.2 At the time of writing the report no information has been received. But any that is will be forwarded on.

2.0 RECOMMENDATION

2.1 That the Council considers the office accommodation in the light of the above and makes a recommendation as to how to proceed.

Playparks and Open Spaces

Purpose of the Report and Recommendation

To consider a Report on Playparks and Open Spaces and in particular the problem of discarded hypodermic needles and other drug paraphernalia and to consider what can be done about this.

1.0 INTRODUCTION

- 1.1 Councillor Laine requested an item to be put on the Agenda regarding Playparks and open spaces and in particular the problem of discarded hypodermic needles and other drug paraphernalia found on these areas.
- 1.2 Councillor Laine sent an email about this on 12th March 2018 to all Councillors and Copeland Borough Council. The matter was on the Agenda for the Council Meeting on 29th March 2018 but Councillor Laine had submitted an apology for absence so the matter was deferred to the next Council Meeting for consideration.
- 1.3 In the meanwhile the Clerk has had discussion with Janice Carrol from CBC about the issue of removing discarded needles etc and has been informed that CBC's existing out of hours service contract is due to expire at the end of this year meaning that the service will be retendered in a few months' time.
The intention at this stage is to include the reporting of needles as an additional item for this service. This will then give CBC the means of passing reports of discarded needles from the public to their street cleaning teams who already work 7 days per week thereby ensuring a consistent service across the week.
- 1.3 Councillor Laine will speak on this at the meeting

2.0 RECOMMENDATION

- 2.1 That Members consider the matter and what can be done about it.

Whitehaven Town Council

From: jayne Laine <jaynelaine@yahoo.com>
Sent: 12 March 2018 14:53
To: Michael Guest; Cllr Siobhan Gearing; Julie Rayson; Charles Maudling; Tony Lowrey; Jeanette Macdonald; Raymond Gill; Graham Roberts; Brian O. Kane; Cllr John Kane; Whitehaven Town Council
Subject: RE: Agenda Item - Playparks & Openspaces adjoining areas
Attachments: Screenshot_20180312-072323.png; Screenshot_20180312-072333.png

Dear All

RE: Agenda Item - Playparks & Openspaces adjoining areas

This morning I was alerted to hypodermic needles being found up at the Playpark in Whitehaven (next to St James School). not only were they left lying in an openspace, but a box of needles was also found (as per attached images). I was told that they had been there all weekend. The lady Marie Podney messaged me their locations and some images. We met with the Open Spaces team up at the ground at 10.25am today and what could be visibly seen were removed. The guys that we met were brilliant and understood the urgency.

I'd like to refer you all to this article in the Whitehaven News 15th June 2017 relating to the play park at Kells.

<http://www.whitehavennews.co.uk/whitehaven-news/Dads-horror-as-girl-11-is-scratched-by-dirty-syringe-89da3c21-cb97-4380-b8dc-0a538bc6838e-ds>

Julie Betteridge is quoted as saying;

"Unfortunately we often have to dispose of needles – **although it is more common in town centre areas....**"

So CBC are aware that the town centre playparks need checked more frequently.

"On weekdays we respond immediately to calls about needles, and remove them straight away."

Yet it took from my initial email this morning at approx 7.45am until 10.25am.. I am concerned here that nearly 3 hours had lapsed and children were left at 'risk' this morning on the school run as well as over the weekend. There was also a couple of dog walkers I spoke to that were all looking at the paraphernalia.

"From the autumn, we will be able to do this at weekends too, as our teams will be available over a seven-day period."

After speaking with the team of 4 today, they told me that they **do not** work weekends which kind of contradicts CBCs statement above in the press.

I am thereby requesting that the Council have an Agenda item relating to the cleaning of the playparks by CBC. I am of the firm opinion that regular cleaning (daily) in some wards of the play parks including weekends is a must before a further needle stick injury occurs as did in Kells last summer. That little girl is still undergoing tests for HIV. Put yourself in that families shoes for one moment.

I would also like to refer members to this page on the CBC website.

<https://www.copeland.gov.uk/content/needles-and-syringes-public-land>

The page asks the resident if they find a needle to report immediately,

- Do not handle the needle or syringe with your bare hands
- Keep the needle or syringe out of reach of children

- Do not put the needle or syringe in a dustbin, down a drain, down a toilet or in a litter bin

Brilliant, however, it then goes on to say..... (my comments in red)

What to do if you find a needle outside normal office hours

All reports of discarded needles are treated as urgent and if reported between Monday and Friday, we will try to arrange collection the same day. We can only take reports of discarded needles during normal office hours. However if you find needles outside office hours that need removing urgently because they're a danger to children or vulnerable people, please do the following:

- Make sure you wear disposable gloves (who carries disposable gloves with them?)
 - Use tweezers to pick them up (who carries tweezers with them?)
 - Place the discarded needles in a glass bottle or jar (who carries a glass bottle or jar with them?)
 - Put in a safe place locked away (Where and what if this safe place is in the persons home and forgotten about?)
 -
 - I do feel that there is some serious safeguarding issues here which need addressed. I also think that it is worth the Town Council helping the Borough Council in getting this right by having an Agenda Item where members can have some input. As a Town Council we dont have the power to clean up hazardous waste ourselves but we can still alert the correct authorities to do it in a better and safer way.
1. Daily Clean-ups of all play-parks and Openspaces on CBC land especially in hot-spot areas. I beg to differ that it is more common in town centre areas.
 2. Safer procedures for reporting and collecting of needles 24/7 through a specific Needle Clean hotline where they can be collected within 30 mins. (facebook page / twitter / phone)
 3. Information place on Whitehaven Town Council website to help with this and direct those that find needles to the correct authority fast.

I hope that this request is accepted to be placed on the next full council Agenda as per Standing Order.

Best Wishes

Jayne Lainé

----- Forwarded Message -----

From: jayne Laine <jaynelaine@yahoo.com>

To: Pat Graham <pat.graham@copeland.gov.uk>; Julie Betteridge <julie.betteridge@copeland.gov.uk>; Elected Mayor <elected.mayor@copeland.gov.uk>; Mike Starkie <mike.starkie@copeland.gov.uk>

Cc: Charles Maudling <charlesmaudling@gmail.com>; Cllr Mark Holliday <Mark.Holliday@copeland.gov.uk>; Jackie O'Reilly <Jackie.O'Reilly@copeland.gov.uk>; Louise Coid <louise.coid@copeland.gov.uk>; Stacey Makin <stacey.makin@gmmh.nhs.uk>; "wasteofficers@copeland.gov.uk" <wasteofficers@copeland.gov.uk>; Janice Carrol <janice.carrol@copeland.gov.uk>; Linzi Butterworth <linzi.butterworth@gmmh.nhs.uk>

Sent: Monday, 12 March 2018, 8:10

Subject: Re: Needle reporting

Dear All

I have just received this from Janice Carroll email address. I think you will agree that this can not be left like this until her return.

I will be out of the office until Tuesday 12 March so will be unable to reply to your e-mail until then. For any urgent issues please call the main Council number on 01946 598300 and you will be directed to an appropriate officer.

Please could I be assured that this is going to be dealt with this morning and with some urgency? The whole park in my opinion should be cordoned off to allow for a thorough cleanse.

For this reason I am now also copying in the Elected Mayor and Pat Graham and Julie Betteridge (Directors).

For Lindzi (Unity)

Stacey Makin's email is saying that it could not be delivered. Hope you are able to get it.

Regards

Cllr Jayne Laine
Whitehaven Town Council

[Sent from Yahoo Mail on Android](#)

On Mon, 12 Mar 2018 at 7:49, jayne Laine
<jaynelaine@yahoo.com> wrote:

Dear Janice Carroll

Images attached of needles & drug paraphernalia at the children's play park High Street, Whitehaven behind St James infant School. Images taken Friday Afternoon by Marie Podney (resident).

The lady that has just this morning sent me these and told me about them saw them on Friday afternoon. They are all still there! She says that she is waiting until you open to contact the number on your page. I fear this will be too late as many kids will be walking through this park to school this morning exposing them to risk.

Her Name is Marie Podney and you can contact her on 07594549280 she lives 2mins away as walks her dog there everyday. She is not comfortable at picking the needle up herself and disposing of it as per your website instructions. Marie says that she is happy to meet someone on-site to show them where there is a whole lot more drug paraphernalia.

Please would you be able to report this to your operational team as soon as possible and contact Marie for the exact location/s.

Are you able to consider putting this Playpark on the daily rotas for cleaning considering it's location. Less than 1 year ago a child was seriously injured and had to undergo HIV and other tests due to a needlestick injury at the Kells play park. Has anything been learned from this?

The school run starts in less than 1 hour!

Regards





Active now







