

# WHITEHAVEN TOWN COUNCIL

**Clerk and Responsible Financial Officer:** Marlene Jewell  
Telephone: 01946 67366  
**Chairman:** Councillor C Maudling

**To: Members of Whitehaven Town Council**

You are duly **SUMMONED** to attend a **MEETING** of **WHITEHAVEN TOWN COUNCIL** which will be held in **THE BEACON PORTAL** at **THE BEACON, WHITEHAVEN** on **Thursday 26<sup>th</sup> January 2023** at **6.00 pm**

Signed...*Marlene Jewell*..... Dated...*20<sup>th</sup> January 2023*.....  
Marlene Jewell, Clerk and Responsible Financial Officer

## **AGENDA**

### **1. Apologies for Absence**

### **2. Declarations of Interest**

To receive declarations of interest 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. Public Participation**

### **4. Minutes of the Council Meeting held on 24<sup>th</sup> November 2022**

### **5. Minutes of the Extraordinary Council Meeting held on 12<sup>th</sup> January 2023**

### **6. Planning Applications**

### **7. Finance Report**

### **8. Internal Auditors Report**

### **9. Christmas Lights Infrastructure – New Catenary Wire**

- 10. Christmas Lights Infrastructure – New Lights**
- 11. Quote for Christmas Lighting 2023**
- 12. Christmas Lights Switch on 2023**
- 13. Quote for Erection and Dismantling of Bunting**
- 14. Bus Shelter at Red Lonning**
- 15. Update on Council Offices – Clerk to give a Report**
- 16. Concerns about the level of service provided to the people of Whitehaven by GP Practices and Dentists – Councillor Roberts to give a report**
- 17. WCSSG – Councillor E Dinsdale to give a report**
- 18. King Charles 111 Coronation Event**
- 19. Royal Plaque**
- 20. Commemoration to Sal Madge – Clerk to give a report**
- 21. Councillor Ward Matters**
- 22. Date and Time of Next Meeting**

# WHITEHAVEN TOWN COUNCIL

## Minutes of the Council Meeting held on the 24th November 2022

**Present:** Councillor C Maudling (Chairman); Councillor R Gill;  
Councillor C Hayes; Councillor B O’Kane; Councillor R Redmond;  
Councillor G Roberts; Councillor C Walmsley

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

### **2144/22 Apologies for Absence**

Apologies for absence were received from:-

Councillor J Rayson	Personal/Health
Councillor J Carr	Work Commitments
Councillor E. Dinsdale	Work Commitments
Councillor G Dinsdale	ill
Councillor G Stevens	Personal

It was proposed by Councillor Roberts and seconded by Councillor Walmsley that the apologies for absence be accepted and noted. A vote was held and it was unanimously

**RESOLVED** – That the apologies for absence be accepted and noted

### **2145/22 Declarations of Interest**

Councillor Maudling declared an interest in Agenda Item 5 as he was a member of CBC’s Planning Panel

Councillor Roberts declared an interest as he was a member of CCC and also declared an interest in Item 7

### **2146/22 Public Participation**

There was no public participation

**2147/22**     **Minutes of the Council Meeting held on 27th October 2022**

It was proposed by Councillor Gill and seconded by Councillor Hayes that the Minutes of the Council Meeting held on 27<sup>th</sup> October 2022 be approved and signed by the Chairman as a correct record. A vote was held and 6 Councillors voted for the proposal and 1 Councillor abstained

**RESOLVED** – That the Minutes of the Council Meeting held on 27<sup>th</sup> October 2022 be approved and signed by the Chairman as a correct record.

**2148/22**     **Planning Applications**

The Council considered a list of Planning Applications shown at Appendix 1  
It was proposed by Councillor O’Kane and seconded by Councillor Walmsley that CBC be informed that following consideration of the Planning Applications at Appendix 1 the Council had no representations to make. A vote was held and it was unanimously

**RESOLVED** - That CBC be informed that following consideration of the Planning Applications on Schedule 1 the Council had no representations to make.

**2149/22**     **Finance Report**

The Council considered a Finance Report.

- i. Appendix 1 – The Assistant Clerk reported that there were 7 extra invoices to consider namely:

Cumbria Media	£16.00 for website maintenance
Whitehaven Brass Band	£210.00 Remembrance Sunday
V Gorley	£14.99 3x timer plug sockets
Julie Hartley	£250.00 Interim Internal Audit
Zurich Municipal	£168.00 Additional PL Insurance for firework display
Sharp Business Systems	£18.00 next day delivery – toner
UK Firework Company	£4,800.00 for firework display

It was proposed by Councillor Gill and seconded by Councillor Roberts that the invoices on Appendix 1 plus the 7 additional invoices listed above be approved and paid. A vote was held and it was unanimously

**RESOLVED** - That the invoices on Appendix 1 plus the 7 additional invoices listed above be approved and paid.

- ii. The Assistant Clerk reported that the string lights on Christmas trees in St Nicholas Gardens had failed and could not be repaired and that the Clerk had authorised the purchase of new string lights costing £365.82. It was proposed by Councillor Roberts and seconded by Councillor Hayes that the expenditure for the string lights in the sum of £365.82 be authorised and paid. A vote was held and it was unanimously
- iii. RESOLVED – That the expenditure for the string lights in the sum of £365.82 be authorised and paid.
- iv. Appendices 2 and 3 – the Council considered Appendices 2 and 3 and it was proposed by Councillor Roberts and seconded by Councillor Gill that these be approved and noted. A vote was held and it was unanimously

**RESOLVED** – That Appendices 2 and 3 be approved and noted.

**2150/22**     **Damage to Woodhouse Road Bus Shelter**

The Council considered a report on damage caused by 4 incidents of vandalism to the Woodhouse Road bus shelter since November 2021. Following a discussion it was proposed by Councillor Gill and seconded by Councillor Hayes that the bus shelter be taken down and removed. A vote was held and it was unanimously

**RESOLVED** - That the bus shelter be taken down and removed.

**2151/22**     **Christmas Closing Hours**

The Council considered a report on Christmas closing hours. It was proposed by Councillor Gill and seconded by Councillor Hayes that the Council Office be closed from Friday 23<sup>th</sup> December 2022 and reopen on Tuesday 3<sup>rd</sup> January 2023. A vote was held and it was unanimously

**RESOLVED** – That the Council Offices close on Friday 23<sup>rd</sup> December 2022 and reopen on Tuesday 3<sup>rd</sup> January 2023.

**2152/22**     **Update on Council Offices**

The Clerk gave a verbal update on the renovation of the Council Offices and said that the CCTV Drainage Report had recently been received and been sent to the Architects and that they were busy preparing the tender documents and would report back to the Council in due course. There was no decision made on this as it was for information only.

**2153/22**     **Concerns about the level of service provided to the people of Whitehaven by**

## **GP Practices and Dentists**

The Clerk reported that no further information had been received from CBC on this.

Councillor Roberts said that since the last meeting he had attended an Allerdale District Council Meeting and that for some reason the CCG could not meet the sub Committee on that date so the matter was deferred for 9 days and that he would be going to the meeting on 8<sup>th</sup> December 2022 to hear the update.

Councillor Roberts said that he had formed the opinion that they were not keen on divulging the facts and that it looked like it was going to be a long struggle. It was proposed by Councillor Hayes and seconded by Councillor Gill that the position be noted. A vote was taken and it was unanimously

**RESOLVED** - That the position be noted

## **2154/22 WCSS Group**

Councillor E Dinsdale had submitted a report on this which was on the Agenda but unfortunately he could not attend to present it due to work commitments. The Clerk read out parts of the report. It was proposed by Councillor Gill and seconded by Councillor Roberts that the report be received and noted.

**RESOLVED** – That the report be received and noted.

## **2155/22 Meeting re St Nicholas Gardens**

- i. Further to Minute 2137/22 the Council considered a report of a meeting that had taken place between the Church, CBC and WTC to agree a schedule of planting and maintenance of St Nicholas Gardens. Following a discussion it was proposed by Councillor Walmsley and seconded by Councillor Maudling that Councillor O’Kane be invited to attend the meetings. A vote was held and it was unanimously

**RESOLVED** - That Councillor O’Kane be invited to attend the meetings.

- ii Following the meeting in I above the Clerk, Assistant Clerk and Reverend Jackson walked around St Nicholas Gardens and it was pointed out that there were 2 seats that were in an extremely bad state and could not be repaired. The Council had previously purchased new seats for St Nicholas Gardens and the cost of 2 new seats to include the replacement of commemorative plaques would be £1,759.58 and that there was money in the budget for this. It was proposed by Councillor Hayes and seconded by Councillor Maudling that 2 new seats including replacement commemorative plaques be purchased for St Nicholas Gardens at a cost of

£1,759.58. A vote was held and it was unanimously

**RESOLVED** - That 2 new seats including replacement commemorative plaques be purchased for St Nicholas Gardens at a cost of £1,759.58.

- iii It was proposed by Councillor Gill and seconded by Councillor Hayes that the report be noted. A vote was held and it was unanimously

**RESOLVED** – That the report be noted.

## 2156/22 Councillor Ward Matters

- i. The Clerk reported that Councillor Rayson had asked that the following be read out in respect of her ward: There was currently a problem trying to get lights fixed in Jericho School/School grounds and that she was still waiting to hear what was happening with the swings that were removed from the play park a couple of weeks ago as residents had been asking when they would be replaced. The Clerk reported that a further email had been received from Councillor Rayson to say that she had heard from CBC who said the swings were removed for safety reasons and would not be replaced. She said nobody had taken responsibility for the lights and had been told by CBC that the electrical feed goes back to the school and so it would be necessary to speak with the Headmaster about it.  
Councillor Rayson said she was expecting complaints from residents regarding the swings as it would only be a matter of time before the rest of the equipment was removed leaving no equipment for local families to use.
- ii Councillor Gill said that CBCs Policy was not to replace or repair play equipment anywhere in the Borough.
- iii Councillor O’Kane said CBC have an embargo on spending on playground equipment but they had to do it 2 years ago for safety reasons when the matting was replaced at Hensingham so they had broken this embargo.
- iv Councillor Maudling referred to the Christmas lights switch on which had been a great success and thanked Councillors Hayes and E Dinsdale and the Clerk and Assistant Clerk for all their help. He said it was a tremendous day, the shops were busy and the fair did well.
- v. Councillor Gill referred to the development of the former Lowther Arms into a wine bar/bistro. He said there was a bus stop on the brow but not a bus shelter and when he was at the Cenotaph he was approached by someone who complained that people were getting wet when waiting at the bus stop.
- vi. Councillor Gill said that he was disappointed that CBC was not represented at the Hensingham Cenotaph on Remembrance Sunday. He said 14 people turned up.

- vii. Councillor Hayes said that he was trying to get the memorial for the miners at the Industrial Park at Kells and trying to find out who owns what to try and get it repaired.
- viii. Councillor O’Kane said he was tired of asking Matthew Reeves for a meeting and it was disgraceful when an officer acts in this manner. He said accidents were happening and he had been promised a report in November. He said there were accidents happening outside Jericho School and St Benedict’s School and said no-one can afford to do anything until a child is killed and asked Councillor Roberts as a County Councillor to make sure this guy or Keith Hitchen makes time for the Town Council because we’re in November now, December shortly and all the TROs have got to be in and finished before Cumberland takes over. Councillor Roberts said that arrangements had been made for all Whitehaven Local Committee members and Matthew Reeves had been told he must have a meeting in the next month. Councillor O’Kane said he had no faith in the Local Committee and asked if the meeting included the Town Council and Councillor Roberts said it did. Councillor OKane asked if the Town Council would get an invite and Councillor Roberts said we would.
- ix. Councillor O’Kane said he had attended a meeting of the Rugby League Club and said they had just had a chunk of money taken from them by the RFL. He said if the Club doesn’t qualify in the top 8 they will then become an amateur club.
- x. Councillor Walmsley said there was standing water everywhere and if there was any rain at all they were getting flash flooding at Meadow Road and that with every down pour it was getting worse.
- xi. Councillor O’Kane said he had asked Mike Starkie the same question regarding liability for the flooding the day before and he had said that on the highway it was the responsibility of CCC and the leaves on the pavement were the responsibility of CBC.

**2157/22 Date Time and Place of next Meeting**

The next Council Meeting would be on 26th January 2023 at 6.00pm at the Beacon Portal, Whitehaven.

**2158/22 IN PRIVATE**

That 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 from the meeting. Councillor Roberts proposed this and Councillor Gill seconded it. A vote was held and it was unanimously



**RESOLVED** – 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 press be instructed to withdraw from the Meeting. All members of the public and press then left the Meeting.

**2159/22 Quote for 2 Operatives 2023/24**

The Council considered a report and quote received for the partnership agreement with CBC for the provision of the services of two operatives for 2023/24. It was proposed by Councillor Gill and seconded by Councillor Hayes that the quote be not approved in its current form and that it is open for renegotiation with Mr Flecken at the next Council Meeting. A vote was held and it was unanimously

**RESOLVED** – That the quote be not approved in its current form and that it is open for renegotiation with Mr Flecken at the next Council Meeting.

**2160/22 Quote for Grass Cutting 2023/24**

The Council considered 2 quotes that had been received for grass cutting of various areas in Whitehaven in 2023/24.

Quote A £27,062.04 excl. VAT

Quote B £21,477.84 excl. VAT

It was proposed by Councillor Gill and seconded by Councillor Hayes that the quote of £21,477.84 be accepted. A vote was held and 6 Councillors voted for the proposal and 1 Councillor voted against.

**RESOLVED** – That the quote of £21,477.84 be accepted

**2161/22 Quote for Maintenance Contract for Allotments and Pigeon Lofts 2023/24**

The Council considered 2 quotes that had been received for the Maintenance Contract for Allotment and Pigeon Loft Sites in 2023/24.

Quote A £3,700 with repairs being quoted for per occurrence

Quote B £7,586.95

Following a discussion on this it was proposed by Councillor Gill and seconded by Councillor Roberts that the lowest quote of £3,700.00 be accepted. A vote was held and it was unanimously

**RESOLVED** – That the lowest quote of £ 3,700.00 be accepted

**2162/22 Staff Incremental Pay Increase Report**

The Council considered a report on staff incremental pay increase.

It was proposed by Councillor Gill and seconded by Councillor Hayes

that the report be noted and that the Annual Increment to the Assistant Clerk and the NJC Agreement on increased rates of pay from 1<sup>st</sup> April 2023 be approved. A vote was held and it was unanimously

**RESOLVED** – That the report be noted and that the Annual Increment to the Assistant Clerk and the NJC Agreement on increased rates of pay from 1<sup>st</sup> April 2023 be approved.

The Meeting closed at 7.30

Chairman

# WHITEHAVEN TOWN COUNCIL

## Minutes of the Extraordinary Council Meeting held on the 12th January

2023

**Present:** Councillor C Maudling (Chairman); Councillor E Dinsdale; Councillor G Dinsdale; Councillor C Hayes; Councillor B O’Kane; Councillor J Rayson; Councillor G Roberts

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

Emanuel Flecken, CBC

### **2163/23 Apologies for Absence**

Apologies for absence were received from:-

Councillor J Carr	Work Commitments
Councillor Redmond	Away
Councillor Gill	ill

It was proposed by Councillor Roberts and seconded by Councillor Hayes that the apologies for absence be accepted and noted. A vote was held and it was unanimously

**RESOLVED** – That the apologies for absence be accepted and noted

### **2164/23 Declarations of Interest**

Councillor Maudling declared an interest in Agenda Item 4 as he was a member of CBC

Councillor O’Kane declared an interest in Agenda Item 4 as he was a member of CBC

Councillor G Dinsdale declared an interest in Item 4 as she was a member of CBC

Councillor Roberts declared an interest as he was a member of CCC

**2165/23 Public Participation**

There was no public participation

**IN PRIVATE**

That 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 from the meeting. Councillor Hayes proposed this and Councillor Roberts seconded it. A vote was held and it was unanimously

**RESOLVED** – 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 press be instructed to withdraw from the Meeting. All members of the public and press then left the Meeting.

**2166/23 Quote for Contract for the Services of 2 Operatives 2023/24**

Further to Minute 2161/22 which said that the quote received from CBC for the partnership agreement with CBC for the provision of the services of 2 operatives for 2023/24 be not approved in its current form and that it was open for renegotiation with Mr Flecken at the next Council Meeting, Mr Flecken attended the Meeting to discuss this. Following the discussion Mr Flecken was asked to leave the room while the Council made a decision. It was proposed by Councillor O’Kane and seconded by Councillor Roberts that last year’s contract figure be used with 10% added for year 2023/24 to cover inflation. A vote was held and it was unanimously

**RESOLVED** - That last year’s contract figure be used with 10% added for year 2023/24 to cover inflation.

Mr Flecken was asked back into the Meeting and informed of the Council’s decision. Mr Flecken confirmed that this was acceptable for the service contract for the provision of 2 operatives for 2023/24.

Mr Flecken then left the Meeting

**2167/23 IN PUBLIC**

The Chairman then returned the Meeting to public session

## **2168/23 Revenue Budget and Precept 2023/24**

The Council considered a report and documents on the Revenue Budget and Precept for 2023/24 which incorporated recommendations made following 3 meetings of the Budget Setting Advisory Group held on 3rd November 2022, 12th December 2022, and 5<sup>th</sup> January 2023. It was reported to the Council that there were 3 amendments to be made to the Budget and Precept:-

- (i) That the amount for the Service contract with CBC be £63,003.00
- (ii) That because of the Coronation the amount of earmarked reserve be £30,000
- (iii) That the cash precept figure be £495,901.48

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the following recommendations be approved :-

- a) Consider the proposed 2023/24 Revenue Budget and Precept;
- b) Make the proposed amendments mentioned above;
- c) Subsequent to a) and b), that the 2023/24 Revenue Budget and Precept be approved; and
- d) That the Chairman sign the Precept 2023/24 Form received from Copeland Borough Council to advise Copeland Borough Council of the approved Whitehaven Town Council Precept for 2023/24 to inform the setting of the overall Council Tax requirement for 2023/24.

A vote was held and 6 Councillors voted for the proposal and 1 Councillor voted against

**RESOLVED** – That:-

- a) Consider the proposed 2023/24 Revenue Budget and Precept;
- b) Make the proposed amendments mentioned above;
- c) Subsequent to a) and b), that the 2023/24 Revenue Budget and Precept be approved; and
- d) That the Chairman sign the Precept 2023/24 Form received from Copeland Borough Council to advise Copeland Borough Council of the approved Whitehaven Town Council Precept for 2023/24 to inform the setting of the overall Council Tax requirement for 2023/24.

The Chairman agreed that the following items of business be dealt with.

## **2169/23 Update on Council Offices**

The Clerk reported that the Councils Architect had received a quote for Building Control Services required during the construction works for the Council Offices. A quote had also been sought from CBC's Building Control Department. The Council considered the two quotes and it was proposed by Councillor Hayes and seconded by Councillor Maudling that the quote of £2,520.00 from CBC's Building Control Department be accepted. A vote was held and 6 Councillors voted for the proposal and 1 Councillor abstained

**RESOLVED** – That that the quote of £2,520.00 from CBC’s Building Control Department be accepted.

**2170/23 Electricity costs in St Nicholas Gardens for Council Events**

The Clerk reported that St Nicholas had asked if it would be possible for the Council to make a contribution for the electricity used by the Council for the various Council events that took place in St Nicholas Gardens during the year. It was proposed by Councillor Maudling and seconded by Councillor Hayes that a contribution of £250 be given to St Nicholas for electricity used for Council events in 2023. A vote was held and it was unanimously

**RESOLVED** - That a contribution of £250 be given to St Nicholas for electricity used for Council events in 2023.

Councillor Rayson left the Meeting and did not return

**2171/23 Council Events 2003**

- i. Leyland Bus. Minute 2110/22 authorised the Leyland bus event subject to further details being given and the Clerk circulated a leaflet on this. Last year the Council supported the event by providing toilets and security. The cost of toilets is approx. £500 and the cost of security is £350. It was proposed by Councillor Maudling and seconded by Councillor Hayes that the Council support the event by provision of toilets and security. A vote was held and it was unanimously

**RESOLVED** - That the Council support the event by provision of toilets and security.

- ii. King’s Coronation.
  - a. It is proposed to have a marquee in St Nicholas Gardens from Sunday 30<sup>th</sup> April 2023 to Monday 8<sup>th</sup> May 2023 for a photo exhibition of the Royal Family and King Charles III. This will cost £1095 for the marquee and £545 for the flooring
  - b. It is proposed to have the red, white and blue uplighters around St Nicholas Tower for three nights as we did last year for the Queen’s Platinum Jubilee at the same cost as last year of £1586.40
  - c. Security for the event will cost £2800.00
  - d. New photographs for the exhibition will cost £1000
  - e. An amount of £200.00 for incidentals/unforeseen expenditureIt was proposed by Councillor Roberts and seconded by Councillor Hayes that the events and expenditure in a to e above be approved. A vote was held and it was unanimously

**RESOLVED** - That the events and expenditure in a to e above be approved

2172/23

**Commemorative Medals for School Pupils**

The Clerk gave a report on the commemorative medals for the Coronation and passed round 2 samples but the cost of providing these to each school pupil was quite high and Councillors did not feel that it was appropriate. The Clerk said that another idea would be to run a painting competition for school pupils and give a prize for the best painting depicting the Coronation in the junior school age and the secondary school age and also a prize to the individual schools where the winning pupils attended. The Council did not make a decision but requested that this be worked up and presented to the next Meeting for consideration.

WTC 26/01/2023

Item 6

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
4/22/2485/0F1	CONSTRUCTION OF A MEANS OF VEHICULAR ACCESS AND ENGINEERING OPERATIONS TO SURFACE THE SITE FOR USE AS A PAY AND DISPLAY CAR PARK <b>2 SENHOUSE STREET, WHITEHAVEN</b>
4/22/2486/0F1	TWO-STOREY REAR AND SIDE EXTENSION AND RAISED DECK TO PROVIDE ADDITIONAL LIVING SPACE <b>54 VALLEY PARK, WHITEHAVEN</b>
4/22/2490/TPO	CROWN LIFT A LIME TREE AT THE REAR OF THE PROPERTY PROTECTED BY A TREE PRESERVATION ORDER <b>4 OXFORD CLOSE, WHITEHAVEN</b>
4/22/2492/0F1	HOUSING DEVELOPMENT FOR 4 NO. 4 BEDROOM DWELLINGS ROADS AND SERVICES AND REPLACEMENT DOUBLE GARAGE AT FIELD TO REAR OF 108 VICTORIA ROAD, WHITEHAVEN, CUMBRIA <b>LAND TO REAR OF 108 VICTORIA ROAD, WHITEHAVEN</b>
4/23/2006/0F1	FORM A NEW ROOF GARDEN TO EXISTING PUB <b>THE BRANSTY ARCH, BRANSTY ROW, WHITEHAVEN</b>



## **FINANCIAL REPORT**

### **Purpose of the Report**

Members are asked to note the payments listed at Appendix 1 as being paid and to consider a list of invoices for authorisation and payment as shown at Appendix 2 and approve the recommendations in paragraphs 3.1 and 3.2.

## **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 18<sup>th</sup> January 2023. This shows a balance of £342,844.54. There are payments to the value of £19.10 waiting to be cleared.
- 2.2 The balance in the deposit account is £453,327.71.

## **3.0 RECOMMENDATION**

- 3.1 The invoices listed and shown in Appendix 1 be noted as paid to avoid any late payment fees.
- 3.2 The invoices listed and shown in Appendix 2 be approved and authorised for payment.
- 3.3 The Cashbook (Appendix 3) and the Income and Expenditure (Appendix 4) be noted.

26/01/2023

Appendix 1

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Column 1
24/11/2022	G & AM Lawson Ltd	Events	Hire of generator and re-charge for fuel used at Xmas Light Switch On	£ 151.60		s144 LGA 1972
25/11/2022	Eden Springs (UK) Ltd	Supplies & Services	Water Cooler Rental & Environmental Levy for water coolers (Dec 2022)	£ 8.16		s111 LGA 1972
29/11/2022	Mrs V Gorley	Supplies & Services	Clear Packing Tape	£ 1.30		s111 LGA 1972
29/11/2022	Mrs V Gorley	Supplies & Services	Postage	£ 6.77		s111 LGA 1972
30/11/2022	Beverley Artistes Agency Ltd	Events	ABBA Goldz Duo Tribute Act - Xmas Lights Switch On	£ 800.00		s144 LGA 1972
30/11/2022	Studio Horn Engineering Design	Premises	Civil and Structural Engineering design services	£ 900.00		s111 LGA 1972
30/11/2022	St James Community Centre	Premises	Room Hire fee	£ 18.00		s111 LGA 1972
07/12/2022	Sharp Business Systems UK PLC	Supplies & Services	Photocopier Charges - minimum charge for November	£ 30.00		s111 LGA 1972
07/12/2022	AI-Security (North) Ltd	Events	Xmas Lights Switch On Security	£ 378.00		s144 LGA 1972
07/12/2022	Copeland Borough Council	3rd Party	Grass Cutting Contract - December 2022	£ 2,045.51		s111 LGA 1972
07/12/2022	Copeland Borough Council	3rd Party	Allotment and Pigeon Loft Maintenance Contract - December 2022	£ 720.80		s111 LGA 1972
07/12/2022	Copeland Borough Council	3rd Party	Assistant Ranger Contract - December 2022	£ 2,227.00		s111 LGA 1972
07/12/2022	Copeland Borough Council	3rd Party	Ranger Contract - December 2022	£ 3,500.59		s111 LGA 1972
09/12/2022	PHP Architects	Premises	Stage 4 - Technical Design - Tender Package Issue	£ 4,425.00		s111 LGA 1972

£ 15,212.73

26/01/2023

Appendix 2

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Column1
12/12/2022	J & R Bennett	Supplies & Services	1 x 6ft Christmas Tree for 148 Queen Street	£ 70.80		s111 LGA 1972
23/12/2022	Lockhart Leisure	Events	Supply of 2 marquees for Christmas Market on 02.12.2022	£ 1,944.00		s144 LGA 1972
23/12/2022	Bauer Radio Ltd	Events	CFM Advertising for Xmas Lights Switch On	£ 1,884.00		s144 LGA 1972
25/12/2022	Eden Springs (UK) Ltd	Supplies & Services	Water Cooler Rental & Environmental Levy for water coolers (Jan 2023)	£ 9.24		s111 LGA 1972
30/12/2022	St James Community Centre	Premises	Meeting Room Hire - 12.12.2022	£ 12.00		s111 LGA 1972
31/12/2022	Studio Horn Engineering Design	Premises	Civil and Structural Engineering design services	£ 600.00		s111 LGA 1972
02/01/2023	AJ-Security (NORTH) Ltd	Events	Provision of 2 x security personnel (24 hours) - 01.12.2022	£ 504.00		s111 LGA 1972
02/01/2023	J & R Bennett	Events	Winter Bedding 2022	£ 3,380.04		s144 LGA 1972
04/01/2023	Copeland Borough Council	3rd Party	Grass Cutting Contract - January 2023	£ 2,045.51		s111 LGA 1972
04/01/2023	Copeland Borough Council	3rd Party	Allotment and Pigeon Loft Maintenance Contract - January 2023	£ 720.80		s111 LGA 1972
04/01/2023	Copeland Borough Council	3rd Party	Assistant Ranger Contract - January 2023	£ 2,227.00		s111 LGA 1972
04/01/2023	Copeland Borough Council	3rd Party	Ranger Contract - January 2023	£ 3,500.59		s111 LGA 1972
05/01/2023	Copeland Borough Council	Premises	Commercial Waste Collection 01.01.23 - 31.03.23	£ 15.93		s111 LGA 1972
05/01/2023	Glasdon UK Limited	3rd Party	2 x Lowther Seats with commemorative plaques	£ 1,863.18		s144 LGA 1972
09/01/2023	Sharp Business Systems UK PLC	Supplies & Services	Photocopier Charges - minimum charge for Dec 2022	£ 30.00		s111 LGA 1972
17/01/2023	Copeland Borough Council	Premises	Meeting Room Hire - 12.01.2023	£ 84.00		s111 LGA 1972

£ 18,891.09









INCOME 2022-2023

Date	Item	Precept	Interest	Other
01.04.2022	Allotment Rents 2022/2023			3318.33
12.04.2022	Zurich Insurance (Claim for damaged bus shelter)			83.00
13.04.2022	HMRC - VAT Refund (March)			8862.83
20.04.2022	Zurich Insurance (Claim for damaged bus shelter)			83.00
21.04.2022	Allotment Rents 2022/2023			977.50
22.04.2022	Precept 2022/2023	455593.93		
04.05.2022	Allotment Rents 2022/2023			260.00
09.05.2022	Allotment Rents 2022/2023			20.00
11.05.2022	Thomas Graham credit returned			156.55
06.06.2022	Donation from Taylors Fair			2500.00
17.06.2022	HMRC - VAT Refund (May)			2711.44
27.06.2022	HMRC - VAT Refund (April)			1974.65
20.07.2022	Allotment Rents 2022/2023			153.00
28.07.2022	HMRC - Vat Refund (June)			4336.13
29.07.2022	Sellafield Ltd (Sponsorship)			3500.00
12.08.2022	Allotment Rents 2022/2023			40.00
12.08.2022	HMRC - VAT Refund (July)			2807.80
09.09.2022	HMRC - VAT Refund (August)			2328.27
11.10.2022	Zurich Insurance (Claim for damaged bus shelter)			4460.00
18.10.2022	HMRC - VAT Refund (September)			2621.27
21.10.2022	Allotment Rents 2022/2023			343.33
11.11.2022	Newsquest (Rent Former Editors Office)			972.33
16.11.2022	HMRC - VAT Refund (October)			1964.98
14.12.2022	HMRC - VAT Refund (November)			4117.31
16.01.2023	HMRC - VAT Refund (December)			2480.11

455593.93	0.00	51071.83	506665.76
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**WHITEHAVEN TOWN COUNCIL  
SUMMARISED INCOME & EXPENDITURE STATEMENT  
FINANCIAL YEAR 2022-2023**

**Expenditure Net  
of VAT**      **Invoices not yet  
processed**      **Budget**

**BANK BALANCES BROUGHT FORWARD**

CBS 53905917 (01.04.2022)	118,685.91
CBS 53906216 (01.04.2022)	453,327.71
<b>TOTAL OPENING BALANCE</b>	<b>£ 572,013.62</b>

**INCOME:**

Precept	455,593.93
Interest (Deposit)	
Other Income	51,071.83
<b>TOTAL INCOME</b>	<b>£ 506,665.76</b>

**EXPENDITURE**

Employees & Allowances	86932.31
Premises	28109.91
Supplies/Services	9380.58
3rd Party	3256.14
Grants	4921.50
Allotments	9475.60
Ground Maintenance	15341.31
Civic Hospitality	159.85
Ranger	47560.63
Whitehaven In Bloom	7385.50
Ward Grants	2567.63
Elections	0.00
Environmental Improvements	83.00
Events	30584.67
Contingencies	0.00
Reserves	10076.00
VAT (to be reclaimed)	26601.60
<b>TOTAL EXPENDITURE</b>	<b>£ 282,526.23</b>

**CASH BOOK BALANCE**

Brought forward	£ 572,013.62
Income	£ 506,665.76
Expenditure	£ 282,526.23
<b>Town Council Funds</b>	<b>£ 796,153.15</b>

**BANK BALANCES**

CBS 53905917 (18/01/2023)	342,844.54
CBS 53906216 (18/01/2023)	453,327.71
	<b>£ 796,172.25</b>

**Unpresented Cheques 2022/2023**

19.10

**FINANCIAL POSITION**

**£ 796,153.15**

Mrs Julie Hartley, BA (Hons), IPFA, ILCA

22<sup>nd</sup> November 2022

Dear Town Council:

**Whitehaven Town Council, Interim Audit 2022-23**

1. I have completed the interim audit of financial systems and processes, in preparation for the 2022-23 Year End Accounts . My review and testing has followed the NALC recommendations for Internal Audit and has covered the following areas of internal control:
  - Standard of book-keeping and the cash book;
  - Expenditure controls and authorisation including payroll & pensions;
  - Bank Reconciliation;
  - Standing Orders & Financial Regulations;
  - Risk Management & Insurance;
  - Budgetary Control;
  - Income Control & VAT records.
  
2. From my sample testing and review of documentation, I can confirm that the Town Council's finances are, once again, very well administered and the work performed by the Assistant Town Clerk continues to be excellent. Financial documentation is well organised and there are clear audit trails for expenditure and income. The following areas are very well administered:
  - The cash book is properly maintained and up to date;
  - VAT is claimed in full on a monthly basis;
  - The Payroll is well administered and payments of Tax and National Insurance made accurately and on-time to the HMRC as per taxation legislation. This also includes arrangements for pensions.
  - A 2022-23 budget has been prepared in advance of setting the parish precept.
  - The insurance policy with Zurich Municipal appears to cover all key areas of risk and assets held.
  - Arrangements for making transfers and payments from the Council's bank accounts are transparent and operate correctly with regard to authorisation signatories.
  - Income is properly accounted for.

3. I have the following observation and recommendation for the Council:
- a) The Town Council has taken on a substantial office building and its development and improvement over the coming years may utilise significant funds. Tender documents are currently in preparation and a good indication of total costs should be available in the short-term. Once these costs are established, I strongly recommend that the Council moves to 3 year budget planning to enable longer term decisions and their financial impacts to be properly assessed.
  - b) Moving forward, there will be opportunities to claim grant funding to assist with the community building refurbishment. Book-keeping and accounts will need to be developed to keep a close record of expenditure and this will need thinking through. The Town Council does have a solid base on which to build the project and grant accounts, as base expenditure is very well recorded and administered.

Yours faithfully,

**Mrs Julie Hartley**

**CHRISTMAS LIGHTS INFRASTRUCTURE – CATENARY WIRE**

**Purpose of the Report**

To inform Members of quotes received for the purchase of catenary wire and fittings and to decide which supplier to purchase the items from.

To inform Members of a quote received from Cumbria County Council for the erection of the catenary wire and to consider whether to suspend Financial Regulations in order that the quote be accepted and to consider the risks and recommendations at 1.5 and 2.3.

**1.0 INTRODUCTION**

- 1.1 The Council's Christmas lighting contractor has evaluated the Christmas Lights Infrastructure as part of the ongoing upgrading and has recommended that the Council purchase 300mtrs of stainless-steel PVC coated 4mm catenary wire, 25 x 10mm stainless steel tensioners.
- 1.2 The catenary wire is to be installed on King Street and Duke Street.
- 1.3 Quotes have been sought from 4 suppliers and the quotes received are:
  - Supplier A - £717.00 + DELIVERY
  - Supplier B - £479.88 + DELIVERY  
(Supply of Catenary Wire only)
  - Supplier C - £533.99
  - Supplier D - £1,240.50
- 1.4 Attached at Appendix 1 is a quote received from Cumbria County Council for the erection of the catenary wire on King Street and Duke Street. It is for £2,038.17 + VAT.

CCC Highways Lighting Department has erected, maintained, and repaired the Christmas Lights and its infrastructure for the past 5 years.

In order for the catenary wire to be erected and where necessary repaired by the Council's preferred supplier the Council will have to consider suspending Financial Regulation 11 to permit this. In order to suspend Financial Regulation 11, Financial Regulation 18 states the "The Council may by resolution of the Council duly notified prior to the relevant meeting of Council, suspend any part of these Financial Regulations provided that the reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to members of the Council".

1.5 The reasons for the suspension are as follows:

- CCC is a trusted and efficient customer;
- It is a value for money, quality service;
- All problems/faults reported are rectified as soon as possible – usually if reported during a working day they are dealt with that day and certainly within 24 hours;
- CCC has all necessary equipment and machinery to carry out the work;
- All required highways permission to carry out works on the highway are submitted by CCC on the Council's behalf;
- CCC has insurance, risk assessments and method statements for all work carried out using trained staff;
- CCC will erect the catenary wire at weekends or in the evening/early morning so as to cause minimum disturbance to traffic.

The Risks for the above are:

- There is a risk that the work could be done cheaper by another Contractor but it is a very small risk.

## **2.0 RECOMMENDATION**

- 2.1 To consider the quotes to purchase the catenary wire and fittings and decide on which supplier to purchase the goods from.
- 2.2 That the Council considers making a resolution to suspend the Financial Regulation 11 to allow CCC to erect and where necessary repair the catenary wire and if making the resolution;
- 2.3 In accordance with Financial Regulation 18, agree to the reasons for the suspension which will be recorded and that the assessment above of the risks provided be accepted and approved so that CCC can undertake the work at a cost of £2,038.17 + VAT.

Environment and Community Services : Highway Depot – Joseph Noble Road  
Lillyhall Industrial Estate – Workington – CA144JH  
T ; 01946 506566 – E : brian.holmes@cumbria.gov.uk

WTC 26/01/2023  
Agenda Item 9  
Appendix 1.

Date : 9<sup>th</sup> January 2023

Your reference: Reference

Our reference: BH/12

Dear Marlene

## QUOTATION FOR WORKS REQUESTED

### Install New catenary wires King Street Whitehaven

Thank you for your enquiry

Please find enclosed a quotation to Install Catenary Wires and fixings. £2,038.17.  
This is not including the materials.

This quotation is valid from 9<sup>th</sup> January 2023 for three months, if the work is not requested within this timescale another quote must be sought prior to works commencing.

If I can be of any further assistance, please do not hesitate to contact me.

Yours faithfully

*BRHolmes*

Brian Holmes  
Road Lighting Supervisor

**CHRISTMAS LIGHTS INFRASTRUCTURE – PURCHASE OF  
NEW LIGHTS**

**Purpose of the Report**

To inform Members of a quote received from Christmas Plus for the purchase of Clusterline Lights and to consider whether to suspend Financial Regulations in order that the quote be accepted and to consider the risks and recommendations at 1.3 and 2.2 and 2.3.

**1.0 INTRODUCTION**

- 1.1 The Council's Christmas lighting contractor has evaluated the Christmas Lights Infrastructure as part of the ongoing upgrading and has recommended that the Council purchase 250mtrs of Clusterline Lights to be erected on King Street in between the existing cross street displays.
- 1.2 Attached at Appendix 1 is a quote received from Christmas Plus for the supply of Clusterline Lights. It is for £3,864.00 + VAT and delivery charge.

The Town Council purchased Clusterline Lights from Christmas Plus last year and they have offered us the same rate as last year which equates to a saving of £756.00 + VAT.

For the Clusterline Lights to be purchased from the Council's preferred supplier the Council will have to consider suspending Financial Regulation 11 to permit this. In order to suspend Financial Regulation 11, Financial Regulation 18 states the "The Council may by resolution of the Council duly notified prior to the relevant meeting of Council, suspend any part of these Financial Regulations provided that the reasons for the suspension are recorded and



that an assessment of the risks arising has been drawn up and presented in advance to members of the Council”.

1.3 The reasons for the suspension are as follows:

- Christmas Plus are a trusted supplier;
- Clusterline was purchased from this supplier last year.

The Risks for the above are:

- There is a risk that the lights could be purchased from another supplier at a cheaper price but it may not be of the same design and quality as the existing stock.

1.4 £15,000.00 was allocated to the Christmas Lights Infrastructure budget for 2022/2023 and to date £1,691.46 has been spent.

## **2.0 RECOMMENDATION**

2.1 That the Council considers making a resolution to suspend the Financial Regulation 11 to allow the purchase of the Clusterline Lights from Christmas Plus and if making the resolution;

2.2 In accordance with Financial Regulation 18, agree to the reasons for the suspension which will be recorded and also that the assessment above of the risks provided be accepted and approved so that Christmas Plus can supply the Clusterline Lights at a cost of £3,864.00 + VAT and delivery.

WTC 26/01/2023  
Agenda Item 10  
Appendix 1.

## Whitehaven Town Council

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**From:** Roxanne Christmas Plus <roxanne@christmas-plus.co.uk>  
**Sent:** 12 January 2023 11:18  
**To:** Whitehaven Town Council  
**Cc:** Kath Christmas Plus; Paul Christmas Plus  
**Subject:** Quote Whitehaven - Clusterline

Good Morning Vanessa

Thank you for your enquiry, I take it the Clusterline went down well last year?

I can offer you the Clusterline at the same rate as last year, this will save you £756.00 .

**\*Discounted Price\***

42 Sets of Clusterline @ £92.00 - £3864.00 – Price you will pay.

Non-Discount Price:

42 Sets of Clusterline @ £110.00 - £4620.00

We currently have 20-30 sets of the White 240v Clusterline in stock and are due a new order in September.

We are expected to implement a price increase in the next month so I can only validate this quote until the 8<sup>th</sup> February 2023. After this date I will need to re-quote.

All prices exclude delivery and VAT.

Regards

Roxanne Williams  
Office Manager  
Monday - Thursday 9.00-2.45



Tel: 01535 661136  
[www.christmas-plus.co.uk](http://www.christmas-plus.co.uk)

The information in this email and in any attachments is confidential and intended solely for the attention and use of the named addressee. This information may be subject to legal, professional or other privilege. If you are not the intended recipient you should not disclose, copy, distribute or retain this message and/or any attachments in whole or in part. If you are not the intended recipient, please delete this message immediately and notify the sender by return email in order that we can make sure you are not troubled further. All email from Christmas Plus is scanned by Antivirus software but we cannot be held responsible for any email which contains viruses and we recommend use of your own email antivirus software

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**From:** Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>  
**Sent:** 10 January 2023 09:14  
**To:** Roxanne Christmas Plus <roxanne@christmas-plus.co.uk>  
**Subject:** Quote for Clusterline

Hello Roxanne

Please could you provide me with a quote for 250 metres of White Clusterline 240V.

Regards

Vanessa

**CHRISTMAS LIGHTS 2023/2024**

**Purpose of the Report and Recommendation**

To inform Members of a quote received for the erection, maintenance dismantling and repair of the Christmas Lights for 2023/2024 and to consider whether to suspend Financial Regulations in order that the quote be accepted and to consider the risks and recommendations at 2.1.

**1.0 INTRODUCTION**

- 1.1 Attached at Appendix 1 is a quote for the erection, maintenance, dismantling and repair of the Christmas Lights for 2023/2024 from Cumbria County Council Highways Lighting Department. The quote is for £24,400.00 + VAT. For the past 5 years, CCC has not increased their price.
- 1.2 The lights are currently stored at the Whitehaven Civic Hall. CCC Highways Lighting Department has erected, maintained, dismantled and repaired the Christmas lights for the past few years.

In order for the lights to be erected, maintained, dismantled and repaired by the Council's preferred supplier the Council will have to consider suspending Financial Regulation 11 to permit this. In order to suspend Financial Regulation 11, Financial Regulation 18 states that "The Council may by resolution of the Council duly notified prior to the relevant meeting of Council, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to members of the Council".

1.3 The reasons for suspension are as follows:

- CCC is a trusted and efficient contractor;
- It is a value for money, quality service;
- All faults reported are rectified as soon as possible – usually if reported during a working day they are repaired that day and certainly within 24 hours;
- All required highway permissions to carry out works on the highway are submitted by CCC on the Council's behalf;
- CCC has insurance, risk assessments and method statements for all work carried out using trained operatives;
- CCC has all necessary machinery and equipment to carry out the work;
- CCC erects and dismantles the Christmas lights during early morning at weekends so as to cause minimal disturbance to traffic;
- CCC completes the seasonal illuminations inventory unmetered supplies giving the location, type of lighting, number of hours in use, total number of lamps and the wattage per lamp and switch on and switch off date for submission to Electricity North West so that electricity charges can be calculated.

Risks:

- There is a risk that the work could be done cheaper by another contractor but it is a very small risk. CCC has not increased its charges for the past 5 years.

## **2.0 RECOMMENDATION**

- 3.1 It is recommended that the Council considers making a resolution to suspend the Financial Regulation 11 to allow CCC to erect, maintain, dismantle and repair the Christmas lights and if making the resolution
- 3.2 In accordance with Financial Regulation 18, agree to the reasons for the suspension which will be recorded and also that the assessment above of the risks provided be accepted

and approved, so that CCC can undertake the work at a cost of £24,400.00 + VAT.

Environment and Community Services : Highway Depot – Joseph Noble Road  
Lillyhall Industrial Estate – Workington – CA144JH  
T ; 01946 506566 – E : brian.holmes@cumbria.gov.uk

WTC 26/01/2023  
Agenda Item 11  
Appendix 1.

Date : 9<sup>th</sup> January 2023

Your reference: Reference

Our reference: BH/13

Dear Marlene

### QUOTATION FOR WORKS REQUESTED

#### Install and Maintenance + Removal of Christmas lighting Whitehaven

Thank you for your enquiry

Please find enclosed a quotation to Install and Maintenance + Removal of Christmas lighting Whitehaven £24,400.00.

CCC Will have a 24 hour call outs to be charged at time + 15%.

All Materials to be charged at cost + 15%.

This dose not include VAT on any costs.

All fixings and wires will be visually checked on installation of the lights and CCC can not be held responsible if they fail or break.

This quotation is valid from 9<sup>th</sup> January 2023 for three months, if the work is not requested within this timescale another quote must be sought prior to works commencing.

If I can be of any further assistance, please do not hesitate to contact me.

Yours faithfully

*BRHolmes*

Brian Holmes  
Road Lighting Supervisor

Item 12

**CHRISTMAS LIGHTS SWITCH-ON EVENT**

**Purpose of the Report and Recommendation**

To inform Members of proposals for the Christmas Lights Switch-On Event 2023 and to ask them to consider the recommendations in paragraph 2

**1.0 INTRODUCTION**

- 1.1 Last year the Council organised the Christmas Lights Switch On Event at a late stage due to a local Committee who had been organising this folding.
- 1.2 The event was held in the Market Place on Saturday 19<sup>th</sup> November 2022 and it was a great success with many positive comments received from the public and the traders in the town.
- 1.3 For this year it is unlikely that there will be an external group/committee to raise funding for and to organise the Christmas lights switch on and therefore it will fall to the Council to do it.
- 1.4 The Christmas Lights Switch-On is normally held on the weekend after Remembrance Sunday which this year would be Saturday 18<sup>th</sup> November 2023.
- 1.5 The cost for last years event was as follows:-
  - i. Stage and sound system - £1060 plus £192 mileage
  - ii. CFM Promotion Package - £1570
  - iii. Generator Hire - £151
  - iv. Artiste - £800
  - v. Top up insurance £250
  - vi. 2 Security Guards - £35 per hour = £350Total £4,373
- 1.6 Quotes have not yet been sought for this year's event but it will probably be higher than for this year
- 1.7 Because last year's event was organised at a late stage it was not possible to organise anything else in the market area and it is suggested that people be encouraged to rent a stall from



Cumberland Council to create a vibrant atmosphere and to increase footfall in the Market Place during the event.

## **2.0 RECOMMENDATION**

- 2.1 That the event be organised and funded by the Town Council subject to all quotes received for expenditure being approved by the Council
- 2.2 Subject to 2.1 above the expenditure to be approved is as follows:-
  - i. Hire of stage and sound system
  - ii. CFM Promotion Package
  - iii. Hire of a generator
  - iv. Artiste booking
  - v. Top up insurance
  - vi. Security

**QUOTE RECEIVED FOR THE ERECTION/DISMANTLING OF BUNTING**

**Purpose of the Report**

To inform Members of a quote received from Cumbria County Council for the erection and dismantling of bunting and to consider whether to suspend Financial Regulations in order that the quote be accepted and to consider the risks and recommendations at 1.2 and 2.2.

**1.0 INTRODUCTION**

- 1.1 Attached at Appendix 1 is a quote received from Cumbria County Council for the erection and dismantling of bunting throughout the town centre. It is for £4,446.91 + VAT. The bunting will be erected in April/May in preparation for the coronation of King Charles III and will be taken down in September/October.

CCC Highways Lighting Department has erected, maintained, and repaired the infrastructure for the past 5 years.

For the bunting to be erected by the Council's preferred supplier the Council will have to consider suspending Financial Regulation 11 to permit this. In order to suspend Financial Regulation 11, Financial Regulation 18 states the "The Council may by resolution of the Council duly notified prior to the relevant meeting of Council, suspend any part of these Financial Regulations provided that the reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to members of the Council".

- 1.2 The reasons for the suspension are as follows:

- CCC is a trusted and efficient customer;
- It is a value for money, quality service;
- All problems reported are rectified as soon as possible – usually if reported during a working day they are dealt with that day and certainly within 24 hours;
- CCC has all necessary equipment and machinery to carry out the work;
- All required highways permission to carry out works on the highway are submitted by CCC on the Council's behalf;
- CCC has insurance, risk assessments and method statements for all work carried out using trained staff;
- CCC will erect the catenary wire at weekends or in the evening/early morning to cause minimum disturbance to traffic.

The Risks for the above are:

- There is a risk that the work could be done cheaper by another Contractor but it is a very small risk.

## **2.0 RECOMMENDATION**

- 2.1 That the Council considers making a resolution to suspend the Financial Regulation 11 to allow CCC to erect and dismantle the bunting and if making the resolution;
- 2.2 In accordance with Financial Regulation 18, agree to the reasons for the suspension which will be recorded and that the assessment above of the risks provided be accepted and approved so that CCC can undertake the work at a cost of £4,446.91 + VAT.

Environment and Community Services : Highway Depot – Joseph Noble Road  
Lillyhall Industrial Estate – Workington – CA144JH  
T ; 01946 506566 – E : brian.holmes@cumbria.gov.uk

WTC 26/01/2023  
Agenda Item 13  
Appendix 1.

Date : 16th January 2023  
Your reference: Reference

Our reference: BH/14

Dear Marlene

### QUOTATION FOR WORKS REQUESTED

#### Install and Maintenance Bunting in Town Centre of Whitehaven

Thank you for your enquiry

Please find enclosed a quotation to Install and Maintenance of Bunting in the Town Centre of Whitehaven £4,446.91

CCC Will have a 24 hour call outs to be charged at time + 15%.

This dose not include VAT on any costs.

This quotation is valid from 16th January 2023 for three months, if the work is not requested within this timescale another quote must be sought prior to works commencing.

If I can be of any further assistance, please do not hesitate to contact me.

Yours faithfully

*BRHolmes*

Brian Holmes  
Road Lighting Supervisor

**BUS SHELTER AT RED LONNING**

**Purpose of the Report**

To inform Members of the decision made by the Bus Panel to install a shelter at Red Lonning, Whitehaven and for Members to consider quotes received from bus shelter manufacturers and to decide which quote to accept.

**1.0 INTRODUCTION**

- 1.1 Further to minute ref 2120/22 where Councillors resolved to consider quotes sought from bus shelter manufacturers to install a bus shelter outside the Independent Living Scheme for over 55's at Red Lonning, Whitehaven provided that permission had been given by the land owner and that CCC Bus Panel agreed to it.
- 1.2 The land owner (Cumbria County Council) have given their permission for the shelter to be installed.
- 1.3 The Bus Panel Report has been released and is shown at Appendix 1. There were no objections. However it does stipulate that the shelter must be a cantilever with no sides and that all parts of the shelter must be a minimum of 450mm from the edge of the pavement. The pavement measures 1870mm.
- 1.4 Quotes have been sought from 3 shelter manufacturers for a 3 bay cantilever shelter with a perch seat and prices are as follows:
  - Supplier A - £3,595.00 + VAT
  - Supplier B - £4,505.00 + VAT
  - Supplier C - £4,992.90 + VAT + £420.00 + VAT for delivery and additional £1,809.00 to install

## 2.0 **RECOMMENDATION**

- 2.1 It is recommended that the Bus Panel report be noted and that Members consider the quotes given at 1.4 and decide which supplier to purchase the Cantilever Bus Shelter from

Economy and Infrastructure • Transport Services Team  
Parkhouse Building • Baron Way • Kingmoor Park • Carlisle • CA6 4SJ  
M: 07771 916 847 • E: linda.hardy@cumbria.gov.uk

WTC 26/01/2023  
Agenda Item 14  
Appendix 1.

## FINAL REPORT

**Date of Report:** 16<sup>th</sup> January 2022

**Area:** Copeland

**Location:** Red Lonning, Whitehaven

**Request:** New shelter at existing stop

### Consultees

Vanessa Gorley	Clerk	Whitehaven Town Council
Leanne Pettit	Collision Reduction Officer	Cumbria Police
Matthew Reeves	Traffic Management Team Leader	Cumbria County Council
David Barrie	Area Manager	Stagecoach
Martin Barbour	Councillor - Howgate	Cumbria County Council
Linda Hardy	Bus Infrastructure Officer	Cumbria County Council

### Site – Red Lonning, Whitehaven

#### 1 Source of request

- 1.1 The request for a new shelter was received from Whitehaven Town Council on behalf of residents living close to this stop.

#### 2 Funding position

- 2.1 The shelter will be funded by Whitehaven Town Council.

#### 3 Location

- 3.1 Link to map and street view

[Location](#)

### 3.2 Image of location



## 4 Comments received to date

- 4.1 Matthew Reeves, Traffic Management Team Leader, Cumbria County Council, has approved the site as suitable for a shelter.

## 5 Shelter stipulations

- 5.1 There is only enough space for a cantilever style, with no sides, in order to maintain the minimum footway width of 1.5 metres, which must be maintained for disabled access. All parts of the shelter (including the roof) must be a minimum of 450mm from the edge of the pavement. The shelter should be positioned approximately 1 metre to the left of the lamppost (away from the junction.)
- 5.2 The shelter can be positioned with the back against the fence or the back to the carriageway.

## 6 Comments received subsequently

- 6.1 Leanne Pettit confirmed there are no issues with the proposed shelter from a police perspective.

## 7 Recommendation

- 7.1 A shelter may be installed at this location, subject to the stipulations in section 5.



**8 The decision of Austin Shields (Senior Manager, Transport Services) is as follows:**

Agreed with recommendation.

Signed: 

Date: 16 January 2023

## Whitehaven Town Council

---

**From:** Emily Ford <emilyford48@gmail.com>  
**Sent:** 15 January 2023 10:18  
**To:** Whitehaven Town Council  
**Subject:** Traders Market

Hiya!

I'd like to register my interest in trading at St Nicholas Gardens on 26th May please. I was at the Christmas one, I'm an illustrator and I sell prints and tshirts.

Cheers,  
Emily

## Whitehaven Town Council

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**From:** Caoibhe Delaney <norsknotts@gmail.com>  
**Sent:** 13 January 2023 13:57  
**To:** Whitehaven Town Council  
**Subject:** 2023 Markets

Hi

Hope you have had a lovely Christmas break.

Just enquiring as to whether the dates for the traders markets in St nics have been arranged yet, sorting my diary for the year and want to make sure nothing is clashing.

Many thanks

Caoibhe Delaney  
Norsk-Notts



Clerk and Chair  
Whitehaven Town Council

17<sup>th</sup> January 2023

Dear both,

I am writing to you as Chair of the West Cumbria Sites Stakeholder Group, WCSSG.

The purpose of the WCSSG is to ensure that representatives of local communities can adequately scrutinise the plans and performance of nuclear operators within West Cumbria, namely Sellafield Ltd and Nuclear Waste Services (NWS), which includes the Low-Level Waste Repository at Drigg, Radioactive Waste Management (RWM), and Nuclear Transport Services (NTS) within its remit.

The context in which WCSSG operates is continuing to evolve, for example the focus of operations at Sellafield has changed over recent years with the cessation of Thorp and Magnox reprocessing. There are also now the potential developments in the areas of geological disposal and new nuclear generation to consider. Additionally, satellite offices of the nuclear industry are being opened in a number of our towns.

The extent of these developments has yet to become clear, but we are currently reviewing our structure to make sure we are organised to scrutinise whatever firm plans /operations develop. In doing this we are also addressing the implications of imminent Local Government changes which mean that some changes to community representation are inevitable.

Site stakeholder groups were formed by the NDA to meet obligations placed upon them by the Energy act. They operate to a generic set of terms of reference. Membership is drawn from a combination of elected community representatives (such as local parish councillors, County Councillors, trade union officials etc) and those who advise them (site owners and operators, regulators, council officials etc).

Preliminary discussions have taken place to discuss the re-structure. During these discussions it has become evident that given the changing focus of the sites in question and the reduced number of Councillors who are likely to attend, it would be productive to open up the membership of the WCSSG to some local town councils. This letter is to ask if your town council would be interested in providing a representative to join our membership.

The expectation of elected members would be to represent the community in which your town council operates at either our quarterly main WCSSG meetings or a suitable working group meeting (of which we are likely to have 5), or possibly both and be willing to challenge and ask questions of the nuclear industry representatives in order to participate in the scrutiny of site performance and plans (the WCSSG does not look at issues local to Parishes or Towns which are best dealt with directly with the relevant operator. They would also feedback the meeting outcomes to the town council he or she represents and if appropriate the Parishes within their Town area.

I have provided a link [here](#) to the WCSSG website should you need further information on our main group and the current 6 working groups. We will also provide appropriate training and induction as things progress.

I would be grateful if you could respond to our secretary [Rosina.M.Robinson@sellafieldsites.com](mailto:Rosina.M.Robinson@sellafieldsites.com) and let us know if you would be interested in nominating a representative to become a member of the WCSSG or its working Groups. The proposals for changes to our arrangements are still being developed so the exact areas of opportunity have yet to be finalised and endorsed, but we would like to move fairly quickly when this has been achieved.

With kind regards.

David Moore, Chair, West Cumbria Sites Stakeholder Group, WCSSG

**Engaging with the Community**

Chairman Cllr. David Moore Vice Chairman Cllr. Andy Pratt Secretary Rosina Robinson

**KING CHARLES III CORONATION EVENT**

**Purpose of the Report and Recommendation**

To consider a proposal for a painting competition based on the Coronation for school pupils and to consider the purchase of 4 Coronation Commemorative flags for St Nicholas Gardens and to make a decision on these

**1.0 INTRODUCTION**

- 1.1 Further to Minute 2172/23 when it was agreed that the proposal to run a painting competition for school pupils based on the Coronation be worked up and presented to the next Council Meeting, the details are below
- i. That a painting competition be held for pupils of all schools in the Parish of Whitehaven. The theme of the competition being “ what the Coronation means to me”.
  - ii. The painting to be on A4 card or paper in either landscape or portrait.
  - iii. The painting can either be just paint or paint and mixed media
  - iv. All entries to be submitted to the Council (a few weeks before the Coronation to allow time for judging etc) with a form giving pupil/school details and signed by parent/guardian giving permission for the winning entry to be publicised and displayed
  - v. The winning pupils and the schools of the winning pupils to be presented with vouchers and there will be a photoshoot of this.
  - vi. The winning paintings will be displayed in the Marquee in St Nicholas Gardens during Coronation week (alongside the photographic exhibition relating to the Royal Family).
  - vii. All schools and also the Whitehaven News will be contacted about the competition.

- viii. A panel of judges to be set up and any suggestions from Members as to the composition of the panel would be welcomed.

1.2 It is proposed that the prizes be as follows:-

- i. A prize of £100 to the winning pupil from the Infant Schools
- ii. A prize of £100 to the winning pupil from the Junior Schools
- iii. A prize of £100 to the winning pupil from the Secondary Schools up to year 11
- iv. A prize of £100 to the winning pupil from the Secondary Schools years 12 and 13
- v. A prize of £100 to the winning pupil from Mayfield Primary School
- vi. A prize of £100 to the winning pupil from Mayfield Secondary School
- vii. A prize of £250 to each school where the pupil has submitted a winning entry

1.3 The cost of prizes for the proposed painting competition would be £2,100.00.

## **2.0 CORONATION FLAGS**

2.1 An email has been received (see Appendix 1) asking if the Council wishes to purchase 4 Coronation Flags the same as we did for the Platinum Jubilee and to be flown in St Nicholas Gardens. The cost of each flag is £18.00.

## **3.0 RECOMMENDATION**

- 2.1 That the Council considers the proposals for a painting competition and makes a decision as to whether or not to go ahead with it.
- 2.2 That the Council considers whether or not to purchase 4 Coronation Flags at a cost of £18 per flag to be flown in St Nicholas Gardens for the Coronation period.

WTC 26101123  
ITEM 18  
APPENDIX 1.

## Whitehaven Town Council

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**From:** Rod Eglin <rod.eglin@btinternet.com>  
**Sent:** 18 January 2023 20:21  
**To:** Whitehaven Town Council  
**Subject:** coronation FLAGS

Hi both, hope that you are well and happy new year.

Thinking in advance about HM's Coronation, do you want to order flags for St Nicholas gardens in a similar manner to the Jubilee?

Y=There is a commemorative flag being produced for the occasion and at £18.00 each, I think it is good value. If you want to buy four, we can fly them for you at each corner of the gardens for you?

We are buying one for our HQ @ Bransty. Image on the right

Cheers,

**Rod Eglin**  
County Parade Marshal  
Cumberland & Westmorland County  
T 07745 488 599  
E [rod.eglin@btinternet.com](mailto:rod.eglin@btinternet.com)  
[cumbria.parademarshal@rbl.community](mailto:cumbria.parademarshal@rbl.community)



Item 19

**ROYAL PLAQUE**

**Purpose of the Report and Recommendation**

To consider a proposal to erect a memorial plaque on the Sugar Tongue to commemorate the visit of HM Queen Elizabeth II and HRH The Duke of Edinburgh and to make a decision on this.

**1.0 INTRODUCTION**

- 1.1 A suggestion/proposal has been put forward by Gerard Richardson to erect a plaque on the Sugar Tongue on the Harbour (of a type similar to the Abraham Acton VC plaque outside St Nicholas Gardens) to commemorate the visit of HM Queen Elizabeth II and HRH The Duke of Edinburgh in 2008 to mark the 300<sup>th</sup> Anniversary of the Royal Charter granted to Whitehaven Harbour in 1708. Her Majesty took the salute from a joint US and RN party to mark the Town's links with the US Navy.
- 1.2 The cost of the plaque is in the region of £3000 (some quotes have yet to be received). The Chief Executive to the Harbour Commissioners has said there is no objection to this and there will be no charge for putting a plaque on Sugar Tongue. There will be some cost for fitting the plaque to the Sugar Tongue floor but it may be that this cost can be shared.

**2.0 RECOMMENDATION**

- 2.1 That the Council considers the proposal and makes a decision in principle (but subject to costings being approved) as to whether or not to approve it.



WTC 26/01/23  
ITEM 20

## Whitehaven Town Council

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**From:** N Crosby <crosby.n@sky.com>  
**Sent:** 03 January 2023 17:01  
**To:** Whitehaven Town Council  
**Cc:** Michael Moon  
**Subject:** Re: Sal Madge

Hi Marlene.....good to hear from you and I wish you and yours a Happy New Year....let's hope it brings only good things for all of us!

Yes, this was an interesting tale from Dr Little. I remember the occasion in 1993 when the Friends of the Museum put up a headstone to commemorate Sal Madge as there was nothing on her pauper's grave at Low Road cemetery to show her final resting place, even though huge crowds had in 1899 turned out for her funeral. I think it was Rev Jim Baker who took the service of dedication. The stone was vandalised in 2010 by idiots on a wrecking spree with a sledgehammer .....then replaced in 2012.

(The late ex-miner Ray Devlin was a key member of the Friends at the time and may have been a driving force in having Sal Madge remembered. It seems she did not actually work underground but worked with pit ponies...perhaps Dr Little is more knowledgeable about this)

Our group is always in favour of anything that commemorates the town's past and though we don't have a meeting until Jan 25 (when I will raise the matter) I feel sure there would be no adverse feelings about such a project.

The issues will be where it should be placed.....is it known where the house fire took place? Obtaining permission from the site owners, and planning permission if required. And what the wording should say....and should it feature an image of Sal Madge? Who will fund the cost of having it made and erected. These are all things to consider....and also perhaps whether some other way, not necessarily a plaque, could be employed to recognise her as a local heroine?

Best wishes

Margaret Crosby  
Secretary  
Whitehaven Heritage Action Group

On 3 Jan 2023, at 08:59, Whitehaven Town Council <[Clerk@whitehaventowncouncil.co.uk](mailto:Clerk@whitehaventowncouncil.co.uk)> wrote:

Hello Margaret

Happy New Year.

Can you please have a look at the below trail of emails regarding Sal Madge. I am looking to asking the Council to consider this but before I do so have you on behalf of the Heritage Society got any comments on this.

Regards

Marlene

## Whitehaven Town Council

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**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 14:23  
**To:** Whitehaven Town Council  
**Subject:** Re: Sal Madge

Hi Marlene- I am happy that it may be discussed and can ask no more. I was born in the centre of Whitehaven and have written a novel about Sal Madge so I'd be glad to see the old lass get the recognition she deserves for her sheer courage. I've been asking myself this last couple of years if I would have had the nerve to do what she did in Rosemary Lane- and frankly I do not know. She's worth a discussion.

best wishes

John

On Thursday, 24 November 2022 at 13:51:49 GMT, Whitehaven Town Council <clerk@whitehaventowncouncil.co.uk> wrote:

Dear Dr Little

Thank you once again. It's really very interesting and fascinating to read about what went on in Whitehaven in those times. This as you will know is a Georgian gem of a town and there are many plaques on walls throughout the town and I regularly see visitors standing looking at the plaques and sometimes taking notes and your idea for a plaque for Sal Madge is a good idea.

It may take some time for the Council and/or the Heritage Society to come to a decision and it will likely be discussed at the Council meeting in January 2023.

Thank you once again

Regards

Marlene

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**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 11:56  
**To:** Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>  
**Subject:** Re: Sal Madge

Dear Mrs Jewell

## Whitehaven Town Council

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**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 11:56  
**To:** Whitehaven Town Council  
**Subject:** Re: Sal Madge  
**Attachments:** express and examiner.pdf; Carlisle Journal 10 June Both hearings.pdf; West Cumberland Times.pdf

Dear Mrs Jewell

Please find attached articles from three more newspapers, all of which have the testimony of Sal Madge that it was she and John Kennedy that carried Mrs Connolly out of the house through what Sal Madge called 'stife'. Mr Atter was a rather celebrated solicitor at that time and later became coroner, occupying that post at the time of the 1910 disaster- and wrote the official report on what happened.

I give particular weight to Sal's testimony because of the background of the men who contradicted her. Edward Parker was an habitual criminal, as emerged in court. I can send you the report of his biting PC Beattie's thumb if you wish. Of Walker I know nothing, except that Mr Atter made him admit that he and Parker had both been drinking. If we take into account that modern beer usually has an spg of 3.5% to 5%, and Victorian beer had an average of 7.5%, then it puts Walker's testimony into immediate doubt. You can buy small cans of such beer in the supermarket today, but these days it's called Barley Wine. If Walker had drunk at least two pints of that, it's a wonder he could see straight. Sal's remark in court about Parker- 'If he wasn't drunk, he was daft!' is quite right.

It was Walker who told PC Mouatt that he had seen Connolly holding his wife on the fire- then said later in court that he had said no such thing.

Sal Madge, on the other hand, appears in no newspapers as coming before the magistrates.

There is no doubt that the evidence of Parker and Walker muddied the waters. The case was thrown out for lack of evidence, but the contradictory accounts by two men prevented any recognition of what was a singularly brave act. I also cannot help the sneaking feeling that the fact that Sal was a woman might have made it more likely that her courage was ignored in a society that thought women not equal to men. She pushed gender stereotypes to the limit for her day, but perhaps they were not comfortable with her performing a 'manly' act of courage?

Perhaps it's time to honour an act of valour.

regards

John Little

On Thursday, 24 November 2022 at 11:22:51 GMT, Whitehaven Town Council <clerk@whitehaventowncouncil.co.uk> wrote:

Dear Dr Little

Thank you for that it was very interesting and I look forward to hearing from you again.

Regards

Marlene



WANTED OR TO LET

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LEGAL AND OFFICIAL NOTICES

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Wanted or to let... [Detailed text of various notices and advertisements]



## Whitehaven Town Council

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**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 11:14  
**To:** Whitehaven Town Council  
**Subject:** Re: Sal Madge  
**Attachments:** best trial account.pdf

Dear Mrs Jewell

I am glad that you think they might be interested. I will sort some accounts out but I will send you the one that comes to immediately to hand. It relates the first appearance before the magistrates and a report of the Coroner's inquiry. John Connolly of Rosemary Lane Whitehaven was accused of murdering his wife by holding her onto the fire. There was a magistrate's appearance and remand, coroner's inquiry and then a trial in front of Whitehaven magistrates. They eventually threw it out for lack of evidence. The accusation came from Edward Parker who had done time in Carlisle Gaol earlier that year for biting PC Beattie's thumb to the bone in a drunken fight down by the harbour. Parker claimed one set of circumstances whilst Sal Madge's testimony was the exact opposite.

However, there were bystanders, and whatever was said in court, I think Whitehaven knew the truth of it.

Column 6 for the Whitehaven wife burning- Sal appears twice in 7 and 8.

More to follow.

regards

John Little

On Thursday, 24 November 2022 at 09:18:42 GMT, Whitehaven Town Council <clerk@whitehaventowncouncil.co.uk> wrote:

Dear Dr Little

Thank you for your email regarding Sal Madge. I think this is something that the Council might be interested in and also the local Heritage Society. I will report this to the Council and the Heritage Society and if you could send me any additional information that would be greatly appreciated.

Regards

Marlene Jewell

Town Clerk

---

**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 09:08  
**To:** Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>  
**Subject:** Sal Madge

## Whitehaven Town Council

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**From:** Whitehaven Town Council  
**Sent:** 24 November 2022 09:19  
**To:** John Little  
**Subject:** RE: Sal Madge

Dear Dr Little

Thank you for your email regarding Sal Madge. I think this is something that the Council might be interested in and also the local Heritage Society. I will report this to the Council and the Heritage Society and if you could send me any additional information that would be greatly appreciated.

Regards

Marlene Jewell  
Town Clerk

---

**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 09:08  
**To:** Whitehaven Town Council <Clerk@whitehaventowncouncil.co.uk>  
**Subject:** Sal Madge

Dear Mrs Jewell,

I thought I would drop you a line with a notion that Whitehaven Council might like to consider when next thinking about heritage matters. Precepts are always tight of course, but councils do occasionally give time to commemorations and memorials to local notables in history.

Sal Madge is of course very well known, but my giving a talk at the archives this last Tuesday night allowed me to reveal what few people know about her. In June 1887, Sal Madge, in company with a man called John Kennedy, was walking down Rosemary Lane and came upon a scene which would have horrified most people- a house with smoke pouring out of the window and door. By her own account in court later, she and Kennedy entered the house where they found a woman lying on the fire. They carried the woman out of the house and laid her on the street outside.

This was an act of bravery that I think few people would have had the courage to carry out, and had it happened these days, would almost certainly have received an award or medal.

What Sal did was later obscured because a local petty criminal who had been before the magistrates, and in gaol a number of times, claimed that he and his marra had carried the woman out.

I believe that this action elevated Sal's status in the town from being merely a local 'character' to a local heroine with great respect. This was evidenced by the large crowd that followed her funeral in 1899; had she been merely a 'character' I think it unlikely that she would have been idolised to this extent. There were witnesses to what she did and so her reputation soared - but the petty criminal has been lost to folk memory while Sal lives on.

The evidence for Sal's actions may be seen in the British Newspaper Archives by anyone reading about the trial of John Connolly- the man accused the the 'Whitehaven wife burning'. I'd be happy to download the relevant papers and send them to you if you wish.

It seems to me that few people would be brave enough to enter a house with smoke pouring out of it and rescue someone. A modest plaque in Rosemary Lane commemorating an act of courage by a remarkable woman, would do the town no harm at all.

yours sincerely

Dr John Little



## Whitehaven Town Council

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**From:** John Little <john.little21@yahoo.com>  
**Sent:** 24 November 2022 09:08  
**To:** Whitehaven Town Council  
**Subject:** Sal Madge

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Dr John Little