

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 **WHITEHAVEN TOWN COUNCIL** which will be held in **the DUNBOYNE HALL, WHITEHAVEN CIVIC HALL, LOWTHER STREET, WHITEHAVEN**

Date: Thursday 31st October 2019

Time: 6.30pm

Signed.....Dated.....
Marlene Jewell, Clerk and Responsible Financial Officer

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 26th September 2019

4. Public Participation

5. Planning Applications

6. Finance Report

7. **Grass Cutting Contract**
8. **Allotments Contract**
9. **Bus Shelters at Mirehouse**
10. **Community Plan Report**
11. **Markets Report**
12. **CCC Agreement to be signed**
13. **Recommendations from the Policy and Resources and Finance Committee**
14. **Recommendations from Events Advisory Group**
15. **Remembrance Sunday**
16. **Police Report**
17. **Appointment to Committees and Advisory Groups**
18. **Christmas Closing**
19. **Whitehaven in Bloom – Report to follow**
20. **Councillor Ward Matters**
21. **Date of next Meeting**

IN PRIVATE

That prior to 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.

22. **Office Accommodation** – Chairman to give a report

WHITEHAVEN TOWN COUNCIL

Minutes of the Council Meeting held on 26th September 2019

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

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

Members of the Public

David Haughian from CCC

Inspector Smillie from Cumbria Constabulary

1414/19 Apologies for Absence

An apology for absence was received from Councillor L Walmsley

1415/19 Declarations of Interest

There were no declarations of interest.

1416/19 Minutes of the Council Meeting held on 28th August 2019

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the Minutes of the Meeting held on 28th August 2019 be approved and signed by the Chairman as a correct record.

RESOLVED – That the Minutes of the Council Meeting held on 28th August 2019 be approved and signed by the Chairman as a correct record.

1417/19 Public Participation

- i. A member of the public said that the bus shelter at the hospital was still without glass. The Chairman said that the bus shelter at the hospital did

not belong to the Town Council but said that the information would be passed on to the relevant authority to get the glass replaced. The member of the public said CCC were getting involved and the Chairman said that the Town Council would liaise with the CCC about this.

- ii. A member of the public said that the glass was also missing from the bus shelter in Preston Street and asked if something could be done about that at the same time and the Chairman said that this would be reported.

1418/19 Planning Applications

The Council considered a list of planning applications received and shown at Appendix 1 and concern was expressed by members that planning applications were not accessible online on CBC's website for them to look at and that this was causing problems for Councillors. It was proposed by Councillor Rayson and seconded by Councillor Arrighi that

- i. CBC be informed of the Council's concerns that planning applications could not be accessed online on CBC's website and that this was causing problems for Councillors
- ii. That representations be made about application no CH/4/19/2327/OF1 relating to Whitehaven Academy in that there were access and egress issues with traffic in the vicinity causing chaos in the mornings; there were no extra parking spaces shown and only 6 disabled parking places; there were rumours that the memorial garden would be dug up and this should either be retained or relocated to another suitable place on the site.

RESOLVED – (i) That Copeland Borough Council be informed of the Council's concerns that planning applications could not be accessed online from CBC's website and that this was causing problems for Councillors.

(ii) That Copeland Borough Council be informed of the Council's concerns re application no. CH/4/19/2327/OF1 relating to Whitehaven Academy and that the following representations be made to Copeland Borough Council :-

- Concerns about the access and egress. The traffic in the vicinity caused chaos in the mornings
- No extra parking spaces
- Only 6 disabled parking spaces
- The memorial garden should remain where it is or if it is to be dug up then it should be relocated to another suitable place on the site

The Chairman asked that the order of the Agenda be changed to consider item numbers 15 and 16 next in order that Inspector Smillie and David Haughian from CCC could present their reports rather than wait and this was agreed.

1419/19 Police Report

The Council considered a report from the Police which was in a new format. Inspector Smillie also attended the meeting to go through the report. He made the following points:-

- Test purchasing of knives in Whitehaven – all premises passed
- Issues on Kells and Woodhouse – action was being taken against youths
- Community engagement – The Colourful North Project, the Emergency Services day on the harbourside where 10 services attended and which had a positive result
- Not as much youth disorder in the summer holidays – not as many reports as in previous years
- St Nicholas Gardens had improved since the introduction of PSPOs
- Speeding issues at the Highlands
- Started having talks in schools about bonfires and fireworks
- The increase in crime was in the town centre rather than on the estates

The Police Report was noted and the Chairman thanked Inspector Smillie for attending the meeting.

1420/19 CCC Draft Agreement for Maintenance of Street Furniture at Bransty Junction

Further to Minute 1251/19 the Council considered a report and listened to a presentation from David Haughian, a Projects Manager from CCC on the Bransty Junction road scheme.

Mr Haughian had sent a draft Agreement for the maintenance of street furniture at Bransty Junction for the Council's approval. Following a discussion the following amendments to the Agreements were agreed:-

- i. That a Clause be inserted into the draft Agreement to make it clear that the responsibility for the street furniture was for maintenance and repair only and not for replacement.
- ii. CCC said that the landscaping and planters were the gateway to the town and proposed putting perennials in and would be prepared to enter into a 2 year maintenance agreement with the landscape contractor which would put the onus on the landscape contractor to maintain and replace any plants in that period so that when the Town Council took over the maintenance at the end of the 2 year period the plants would be in good condition.

It was proposed by Councillor Hayes and seconded by Councillor Maudling that the draft agreement be approved subject to the amendments in i and ii above being incorporated into the Agreement

RESOLVED – That the draft Agreement be approved subject to the amendments in i and ii above being incorporated into the Agreement.

1421/19 **Finance Report**

The Council considered a Financial Report.

- i After considering Appendix 1 it was reported that an additional invoice had been received for the water supply to Midgey Allotments in the sum of £291.08.

It was proposed by Councillor Hayes and seconded by Councillor Roberts that the invoices shown at Appendix 1 and the additional invoice be approved and paid.

RESOLVED – That the invoices shown at Appendix 1 and the additional invoice be approved and paid.

- ii The Council considered Appendices 2 and 3 relating to the cashbook and Income and Expenditure. It was proposed by Councillor Roberts and seconded by Councillor Hayes that the Cashbook and Income and Expenditure at Appendices 2 and 3 be approved and noted.

RESOLVED - That the Cashbook and Income and Expenditure at Appendices 2 and 3 be approved and noted.

- iii Further to Minute 1387/19ii Councillor Maudling reported that he had met with The Mayor of Copeland and the Manager regarding the cost of the erection and dismantling of market stalls for the Christmas lights switch on in 2017 had been raised by CBC. He recommended that the outstanding balance of £460.00 be paid. It was proposed by Councillor Hayes and seconded by Councillor Arrighi that the outstanding balance of £460.00 be paid to CBC

RESOLVED – That the outstanding balance of £460.00 be paid.

- iv The Clerk reported on an emergency item namely that the Annual Limited Assurance Review for year ending 31st March 2019 had been received from the Council's external Auditors and this had to be publicised before 30th September 2019. The Clerk said that the accounts had not been signed off because information had been received that required investigation and when the investigation was completed the certified Annual Return would be issued and this would also require to be publicised. It was proposed by Councillor Rayson and seconded by Councillor Roberts that the Annual Limited Assurance Review be approved and advertised by 30th September 2019 to comply with the Audit Regulations 2015.

RESOLVED – That the Annual Limited Assurance Review be approved and advertised by 30th September 2019 to comply with the Audit Regulations 2015.

1422/19 **Cumbria in Bloom Competition**

The Council considered a report on the results of the recent Cumbria in Bloom competition. The Council was awarded a silver medal for scoring 71 points and was given a certificate. The Council also received a Level 4 – Thriving Neighbourhood Award. Following a discussion it was proposed by Councillor Maudling and seconded by Councillor Roberts that the report be noted.

RESOLVED- That the report be noted.

1423/19 **Whitehaven in Bloom**

Further to Minute 1309/19 the Council considered a report containing reasons for and the risks of suspending Financial Regulations to allow the Council's preferred supplier to supply winter bedding plants for Whitehaven in 2019/2020. It was proposed by Councillor Roberts and seconded by Councillor C Walmsley that having considered the reasons for and risks of suspending the Financial Regulations that Financial Regulation 11 be suspended in accordance with Financial Regulation 18 to allow the Council's preferred supplier to supply the winter bedding plants for Whitehaven for 2019/2020.

RESOLVED – That having considered the reasons for and risks of suspending Financial Regulations that Financial Regulation 11 be suspended in accordance with Financial Regulation 18 to allow the Council's preferred supplier to supply the winter bedding plants for Whitehaven for 2019/2020.

1424/19 **Events Advisory Group (Christmas Lighting)**

Further to Minute 1394/19 the Council considered a report containing reasons for and the risks of suspending Financial Regulations to allow the Council's preferred contractor to erect, maintain and dismantle the Christmas lights in Whitehaven in 2019/2020. It was proposed by Councillor Roberts and seconded by Councillor E Dinsdale that having considered the reasons for and risks of suspending the Financial Regulations that Financial Regulation 11 be suspended in accordance with Financial Regulation 18 to allow the Council's preferred contractor to erect, maintain and dismantle the Christmas lights in Whitehaven in 2019/2020.

RESOLVED - That having considered the reasons for and risks of suspending Financial Regulations that Financial Regulation 11 be suspended in accordance with Financial Regulation 18 to allow the Council's preferred contractor to erect, maintain and dismantle the Christmas lights in Whitehaven in 2019/2020.

1425/19 Markets Report

The monthly report on Whitehaven Market had not been received from CBC and therefore there was no discussion on this.

1426/19 Councillor Expenses

The Council considered a report which contained a policy on Councillor Expenses. Following a discussion it was proposed by Councillor Rayson and seconded by Councillor O’Kane that the policy be approved subject to the following amendments :-

- i. That paragraph 1 a) be amended to read “and Advisory Groups”.
- ii. That paragraph 2 b) be amended to read “The mileage rate for car journeys inside Cumbria.....”.
- iii. That paragraph 2 c) be amended to read “Journeys outside Cumbria by car will either be taken by train, hire car or paid at 22.5p per mile”.

RESOLVED – That the policy on Councillor Expenses be approved subject to the above amendments at i, ii, and iii.

1427/19 Request for Funding for Road Closure Order for Christmas Lights Switch On

Councillor Maudling and Councillor Rayson left the meeting as they were members of the Whitehaven Christmas Festivities Group (an external Group set up to organise Christmas festivities). They took no part in the discussion or the decision

The Council considered a report on a request from Mr C Maudling, the Chairman of the Whitehaven Christmas Festivities Group for funding to pay for the CCC Road Closure Order for the Christmas lights switch on on Sunday 17th November 2019. This was approximately £1,200. The Council had its own budget of £5,000 for Christmas festivities and it was proposed by Councillor Roberts and seconded by Councillor Arrighi that funding for the CCC Road Closure Order be approved to come out of the Council’s £5,000 budget for Christmas Festivities.

RESOLVED – That funding for the CCC Road Closure Order of approximately £1,200 be approved to come out of the Council’s £5,000 budget for Christmas Festivities.

Councillor Maudling and Councillor Rayson returned to the meeting

1428/19 **Recommendations from the Allotment Advisory Group**

The Council considered a report on recommendations from the Allotment Advisory Group meeting held on 6th September 2019. It was proposed by Councillor Dinsdale and seconded by Councillor Rayson that recommendations 2.3, 2.4 and 2.5 of the report be approved

RESOLVED – That recommendations 2,3, 2.4 and 2.5 of the report be approved

1429/19 **Remembrance Sunday**

The Council considered a report on the preparations for Remembrance Sunday. Members were asked to consider the purchase of 3 poppy wreaths at a cost of £25.00 per wreath and also whether or not to fund the provision of pie and peas following the Remembrance Day Church service at a cost of approximately £300.00.

- i. It was proposed by Councillor Roberts and seconded by Councillor Hayes that pie and peas be provided in the Whitehaven Civic Hall and funded by the Council following the Remembrance Day Church Service at a cost of approximately £300.00.

There was an amended proposal proposed by Councillor E Dinsdale and seconded by Councillor Maudling that the Council hold a reception following the Remembrance Sunday Church service in the Whitehaven Civic Hall providing tea coffee and biscuits and that the money that would have been spent on pie and peas be donated to the Royal British Legion.

A vote was held on the amended proposal and 3 Councillors voted for the amended proposal and 7 Councillors voted against the amended proposal.

A vote was then held on the original proposal and 7 Councillors voted for the original proposal and 3 Councillors voted against it.

RESOLVED – That pie and peas be provided in Whitehaven Civic Hall and funded by the Council following the Remembrance Day Church Service at an approximate cost of £300.00.

- ii. It was proposed by Councillor O’Kane and seconded by Councillor Maudling that three poppy wreaths be ordered at a cost of £25 per wreath

RESOLVED – That three poppy wreaths be purchased at a cost of £25 each.

1430/19 **Office Accommodation**

The Council considered a report on the Council's office accommodation with regard to the removal of pigeon droppings and asking for quotes for architectural services. It was reported that 1.860 tonnes of contaminated waste had been removed from the second floor prior to it being cleaned and disinfected. The Chairman said that this floor was now safe from any toxic elements.

It was also reported that quotes had been invited from several firms for the provision of architectural services in respect of the office accommodation and that the closing dates for quotes was 4.00pm on 10th October 2019. This would then be reported back to Council.

RESOLVED – That the position be noted

1431/19 **Risk Assessment**

The Council considered a report containing amendments to the Council's Risk Assessment to cover operational risks as recommended by the Council's Internal Auditor (Minute 1388/19 and Appendix 1 refer). It was proposed by Councillor Hayes and seconded by Councillor O'Kane that the amended Risk Assessment be approved and adopted.

RESOLVED – That the amended Risk Assessment shown at Appendix 1 be approved and adopted.

1432/19 **Councillor Ward Matters**

- i. Councillor O'Kane said he had been to a meeting about traffic and parking in Whitehaven and said if the Council doesn't get involved then a scheme will just be thrown at the Council. He asked that Councillors get together and have an informal meeting to discuss the traffic proposals and send them to CCC, He suggested meeting at the Golf Club one evening next week.
- ii. Councillor Rayson asked if something could be arranged regarding the meeting with head teachers. The Chairman said he would chase this up and ask the head teachers if they would meet with the Council.
- iii. Councillor Rayson referred to litter bins on Hillcrest and said that she would ask the residents for their suggestions as to where to place any new bins.
- iv. Councillor Rayson asked about the position with regard to defibrillators and in particular with Johnson House. The Assistant Clerk said only one

quote had been received to install the defibrillators at a cost of £550.00 per defibrillator.

- v. Councillor Rayson said there were parking issues on the estate.
- vi. Councillor Rayson asked for an update on the Pipers Educational Trust and the Chairman said he had sent an email to CBC to ask what the position was.
- vii. Councillor Maudling referred to traffic in town and said there had been a meeting that day so he would wait and see what happened as a result of the meeting.
- viii. Councillor Maudling said the Council's website was like a children's website and was awful. The Chairman said this would be looked at.
- ix. Councillor E Dinsdale referred to the Valley Park side of Bleng Avenue and asked for an update on the trees. The Chairman said there were some problems as to who owned the land and suggested as a way forward that a map of the area be obtained and sent to CBC to try to find out the ownership.
- x. Councillor Hayes said he had organised a meeting that evening at Kells between himself and Emma Williamson and the police regarding the damage done at the Howgill Centre on Kells and on drug related incidents.

1433/19 Date of next Meeting

RESOLVED - The date of the next meeting be 31st October 2019 at 6.30 in the Dunboyne Hall, Whitehaven Civic Hall

IN PRIVATE

1434/19 Prior to the following items of business the Chairman moved the following:-

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

1435/19 Grant Application – MRG

The Council considered an application for a grant from MRG. Following a discussion there was a vote by a show of hands as to whether a grant be awarded and it was unanimously decided that a grant be not awarded.

RESOLVED – That a grant be not awarded.

The Meeting closed at 9.00pm

Chairman

WTC 31/10/2019

Item 5

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
CH/4/19/2329/0F1	INSTALLATION OF NEW LOUVRE VENT PANELS TO THE EXTERIOR OF THE BUILDING ON WESTERN AND EASTERN ELEVATIONS TO SERVE NEW MECHANICAL SUPPLY AND EXTRACT VENTILATION THE COPELAND CENTRE, CATHERINE STREET, WHITEHAVEN
CH/4/19/2333/TPO	REMOVAL OF 2 TREES SITUATED WITHIN A CONSERVATION AREA WHICH ARE INTERFERING WITH SUPPORTED WALL AND CAUSING DAMAGE MORRISONS SUPERMARKET, FLATT WALKS, WHITEHAVEN
CH/4/19/2337/0F1	REAR/SIDE/FRONT EXTENSION 76 WHINLATTER ROAD, WHITEHAVEN
CH/4/19/2338/TPO	REMOVE FALLEN OAK TREE PROTECTED BY A TREE PRESERVATION ORDER HILLCREST HOUSE, HILLCREST AVENUE, WHITEHAVEN
CH/4/19/2340/0L1	LISTED BUILDING CONSENT FOR REPLACEMENT OF FRONT DOOR, REAR WINDOW, KITCHEN WINDOWS, FRENCH DOORS AND BATTEN DOORS 1 HAMILTON TERRACE, WHITEHAVEN
CH/4/19/2345/0F1	CREATION OF TEMPORARY NEW ACCESS WEST CUMBERLAND HOSPITAL, HOMEWOOD ROAD, HENSINGHAM, WHITEHAVEN
CH/4/19/2346/0F1	PROPOSED DEMOLITION OF 3 NUMBER EXISTING UNUSED DWELLINGS AND CREATION OF TEMPORARY WASTE COMPOUND AREA WEST CUMBERLAND HOSPITAL, HOMEWOOD ROAD, HENSINGHAM, WHITEHAVEN
CH/4/19/2350/0F1	ERECTION OF TWO GARAGES PLOT 17 AND 18, FAIRVIEW GARAGE SITE, BRANSTY ROAD, WHITEHAVEN
CH/4/19/2353/0F1	RESIDENTIAL DEVELOPMENT (110 DWELLINGS) LAND AT LOW ROAD, KELLS, WHITEHAVEN

<u>Application Number</u>	<u>Details</u>
CH/4/19/2364/0R1	RESERVED MATTERS FOR DETACHED DWELLINGS PLOT 9, HARRAS MOOR ROAD, WHITEHAVEN
CH/4/19/2365/0F1	CHANGE OF USE/REFURBISHMENT OF THE GROUND AND FIRST FLOORS FROM RETAIL TO RESTAURANT/BAR (TO SERVE AS AN EXTENSION TO THE EXISTING RESTAURANT/BAR AT NUMBER 11 MARKET PLACE) 12 MARKET PLACE, WHITEHAVEN
CH/4/19/2367/0F1	ERECTION OF FIRST FLOOR EXTENSION, PITCHED ROOF TO DORMER, NEW WINDOWS AND GREY RENDERING 1 STANDINGS RISE, HILLCREST, WHITEHAVEN
CH/4/19/2370/0O1	OUTLINE APPLICATION (WITH ALL MATTERS RESERVED) FOR SINGLE DWELLING AND GARAGE LAND TO THE NORTH OF ISLAND VIEW, 1 LOW 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 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 21st October 2019. This shows a balance of £233,378.87. There are however cheques to the value of £6,100.00 still to be presented and cleared.
- 2.2 The balance in the deposit account is £294,43.97.

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.

31/10/2019

Appendix 1

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Column1
01/10/2019	Copeland Borough Council	3rd Party	Parks & Open Spaces Seasonal Operative Contract up to Sept 2019	£ 1,013.84		s111 LGA 1972
01/10/2019	Copeland Borough Council	Premises	Energy Charges for Room 3, Whitehaven Civic Hall - October 2019	£ 65.40		s111 LGA 1972
01/10/2019	Copeland Borough Council	3rd Party	Parks & Open Spaces Ranger Contract - October 2019	£ 3,096.77		s111 LGA 1972
01/10/2019	Copeland Borough Council	Premises	Discounted Commercial Waste - Oct to Dec 2019	£ 40.20		s111 LGA 1972
02/10/2019	Copeland Borough Council	3rd Party	Allotment & Pigeon Loft Sites Maintenance Contract - Oct 2019	£ 656.93	s23 Small Holdings Allotment Act	
02/10/2019	Copeland Borough Council	3rd Party	Grass Cutting Contract - October 2019	£ 1,056.25		s111 LGA 1972
02/10/2019	Copeland Borough Council	3rd Party	Parks & Open Spaces Seasonal Operative Contract - October 2019	£ 2,027.69		s111 LGA 1972
02/10/2019	Copeland Borough Council	3rd Party	Parks & Open Spaces Seasonal Operative Contract up to Sept 2019 - rem bal	£ 5,069.22		s111 LGA 1972
02/10/2019	Water Plus Ltd	3rd Party	Water charge for Pigeon Lofts at Hensingham 11.06.2019 - 30.09.2019	£ 28.51		
04/10/2019	Westcom IT Solutions	Supplies & Services	Annual subscriptions for email address, Office 365 & Azure 25.10.19 - 24.10.20	£ 180.96	s23 Small Holdings Allotment Act	
10/10/2019	Egremont Town Council	Employees & Allowances	Code of Conduct Training attended by 2 WTC Councillors - 24.09.2019	£ 30.00		s111 LGA 1972
11/10/2019	Mrs M Jewell	Events	Item presented to crew of HMS Biter	£ 29.99		s44 LGA 1972
14/10/2019	Copeland Borough Council	3rd Party	Prepare area of ground for installation of bus shelter at Woodhouse Road	£ 459.83	s4 LG (Miscellaneous) Act 1953	
15/10/2019	Cumbria Media	Supplies & Services	Website maintenance - Job No's 254 to 262	£ 84.00		s111 LGA 1972
15/10/2019	JIM Skips	3rd Party	Provision of 4 x 12 cubic yard skips for WTC owned allotment sites	£ 1,872.00	s23 Small Holdings Allotment Act	

£15,711.59

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Date	Account	Description	210.00	47.00	252.00	Contract
28/06/2019	688	Online Systems (Maintenance) Ltd	210.00		252.00	Contract
28/06/2019	689	Copeland Borough Council		262.50	1056.25	1348/19 (f)
28/06/2019	690	Mir P Printer			176.04	1348/19 (f)
28/06/2019	691	Copeland Borough Council	65.40		65.40	1348/19 (f)
28/06/2019	692	Copeland Borough Council			642.69	1348/19 (f)
28/06/2019	693	Copeland Borough Council			516.13	1348/19 (f)
28/06/2019	694	J & B Bennett			1013.84	1348/19 (f)
28/06/2019	695	Copeland Borough Council			39.20	1348/19 (f)
28/06/2019	696	Copeland Borough Council			1135.38	1348/19 (f)
28/06/2019	697	Clr Chris Hayes			15.52	1348/19 (f)
28/06/2019	698	Viking Payments			35.02	1348/19 (f)
28/06/2019	699	Rosehill Youth Theatre	29.18		240.00	1348/19 (f)
28/06/2019	700	Water Plus Limited			192.44	1348/19 (f)
28/06/2019	701	Westcom			75.00	1348/19 (f)
28/06/2019	702	Clr Ryan Redmond			9.00	1348/19 (f)
28/06/2019	703	Clr Cnra Arrighi			7.00	1348/19 (f)
28/06/2019	704	Water Plus Limited			15.44	1348/19 (f)
28/06/2019	705	Copeland Borough Council			9212.93	1348/19 (f)
July-2019						
02/07/2019	706	Dixons			150.00	1255/19
02/07/2019	707	Whitehaven Trophies			65.00	1255/19
08/07/2019	BACS	Fluid Productions			1001.88	1348/19 (f)
08/07/2019	BACS	D Tallentire Limited			361.24	1348/19 (f)
08/07/2019	BACS	Deborah McKenna Ltd			1020.00	1348/19 (f)
08/07/2019	BACS	POD (North West) Ltd			390.00	1348/19 (f)
08/07/2019	BACS	Deborah McKenna Ltd			176.36	1348/19 (f)
08/07/2019	BACS	Ambercol Limited			444.23	1348/19 (f)
08/07/2019	BACS	Cumbria Media			88.85	1348/19 (f)
08/07/2019	BACS	First Image Signs Limited			90.00	1348/19 (f)
15/07/2019	BACS	Cumbria LGPS			18.00	1348/19 (f)
15/07/2019	708	HMRc			848.78	1348/19 (f)
15/07/2019	BACS	Whitehaven Harbour Youth Project			1929.76	6317/17 (f)
23/07/2019	BACS	BT Group			4355.00	HMRc
29/07/2019	709	Always Together Way			70.95	Contract
29/07/2019	710	Copeland Borough Council			1000.00	Grant/Ward Grant
29/07/2019	711	Copeland Borough Council			844.87	Contract
29/07/2019	712	Copeland Borough Council			547.44	Contract
29/07/2019	713	Copeland Borough Council			176.04	Contract
29/07/2019	714	Copeland Borough Council			2580.64	Contract
29/07/2019	715	Copeland Borough Council			65.40	Contract
29/07/2019	716	Copeland Borough Council			15.20	Contract
29/07/2019	717	Copeland Borough Council			375.00	Contract
29/07/2019	718	Clr Graham Roberts			196.24	Contract
29/07/2019	719	Rosehill Youth Theatre			1.80	Contract
29/07/2019	720	Clr Ryan Redmond			110.00	Contract
29/07/2019	721	Mrs V Gorley			9.00	Contract
29/07/2019	722	Viking Payments			7.99	Contract
29/07/2019	723	J & R Bennett			84.87	Contract
31/07/2019	724	Go Whistbands			2.97	Contract
31/07/2019	725	St Benedict's Junior RUFc			2447.90	Contract
31/07/2018	726	Mirehouse Community Centre			14894.40	Contract
01/08/2019	DD	CF Corporate			107.24	Contract
02/08/2019	BACS	West House			250.00	Contract
02/08/2019	BACS	Cumbria Media			750.00	Contract
02/08/2019	BACS	H F T Gough & Co			60.00	Contract
02/08/2019	Bank Charge	Cumberland BS			41.95	Contract
02/08/2019	727	West Cumbria Hospice at Home			72.00	Contract
02/08/2019	728	Whitehaven Amateurs Football Club			150000.00	Contract
02/08/2019	729	Brooks - VOID - cheque 729 replaces			25.00	Bank Charge
08/08/2019	730	HMRc			250.00	Charity Contribution
15/08/2019	BACS	Cumbria LGPS			600.00	Ward Grant
15/08/2019	BACS	Staff			100.00	Contract
15/08/2019	BACS	Drewent Railway Society			100.00	Contract
15/08/2019	DD	BT Group			80.84	Contract
21/08/2019	BACS	Maypole Manufacturing Ltd			3538.00	Contract
Sept-2019						
04/09/2019	731	Copeland Borough Council			20.00	Contract
04/09/2019	732	Copeland Borough Council			844.87	Contract
04/09/2019	733	Copeland Borough Council			547.44	Contract
04/09/2019	734	Copeland Borough Council			109.49	Contract
04/09/2019	735	Copeland Borough Council			880.21	Contract
04/09/2019	736	Copeland Borough Council			2580.64	Contract
04/09/2019	737	Copeland Borough Council			516.13	Contract
04/09/2019	BACS	Zurich Municipal			65.40	Contract
04/09/2019	738	Midshire Business Systems			7022.95	Contract
04/09/2019	739	Viking Payments			374.67	Contract
04/09/2019	BACS	Cumbria Media			368.62	Contract
04/09/2019	740	Bransty Royal British Legion			83.43	Contract
04/09/2019	741	Mrs J Hartley			104.00	Contract
09/09/2019	BACS	Maypole Manufacturing Ltd			250.00	Contract
09/09/2019	742	Copeland Borough Council			7076.00	Contract
09/09/2019					350.00	Contract

13/09/2019	743	HMRC	1929.56				1929.56	HMRC
13/09/2019	BACS	Staff	4319.35				4319.35	1189.718
13/09/2019	BACS	Cumbria LGPS	848.78				848.78	621.27 (0)
19/09/2019	DD	BT Group		80.84				Contract
20/09/2019	744	Hensingham People's Group						
20/09/2019	BACS	Mirehouse Community Centre			300.00		300.00	
30/09/2019	BACS	Whitehaven Male Voice Choir			1200.00		1200.00	
30/09/2019	BACS	TT's Of Dance Ranch			100.00		100.00	
30/09/2019	746	Water Plus Limited	291.08		500.00		500.00	
30/09/2019	747	La'Al Big Band						
30/09/2019	748	Copeland Borough Council						
30/09/2019	749	Copeland Borough Council						
30/09/2019	750	Copeland Borough Council						
30/09/2019	751	Copeland Borough Council						
30/09/2019	752	Copeland Borough Council						
30/09/2019	753	Easby Orwell Ltd						
30/09/2019	754	Copeland Borough Council						
30/09/2019	755	Clr. Brian O'Kane						
30/09/2019	756	Blewate Pest & Environmental Services	82.90					
30/09/2019	757	Viking Payments						
30/09/2019	BACS	A Rush of Laughter Ltd						
30/09/2019	BACS	Cumbria Media						
30/09/2019	758	Mrs V Gorley						
30/09/2019	BACS	Hampshire Flag Company						
30/09/2019	759	Bransby Royal British Legion						
30/09/2019	BACS	PT Gough & Co						
30/09/2019	760	Copeland Borough Council						
04/10/2019	761	Cumbria County Council						
04/10/2019	BACS	Rosedale Youth Theatre						
15/10/2019	BACS	Staff	4319.55				4319.55	
15/10/2019	BACS	Cumbria LGPS	848.78				848.78	
15/10/2019	762	HMRC	1929.56				1929.56	
18/10/2019	BACS	Parade Antiques Online						
18/10/2019	BACS	Whitehaven Theatre of Youth						
21/10/2019	DD	BT Group						
			51635.41	9484.73	11207.88	14338.20	14338.20	5966.60
			3921.17	1324.00	0.00	0.00	5281.26	1713.90
			20553.06	10433.26	10964.60	9212.93	6446.15	9389.47
			47.50	156251.00	328121.12	16196.75	16196.75	634,317.87

INCOME 2019-20

Date	Item	Precept	Interest	Other
08/04/2019	Allotment Rents 2019/20			1320.08
10/04/2019	Allotment Rents 2019/20			120.00
24/04/2019	HMRC - VAT REFUND March			5616.68
29/04/2019	Allotment Rents 2019/20			420.00
30/04/2019	2019/20 Precept	442558.02		
17/05/2019	HMRC - VAT REFUND April			510.68
03/06/2019	Allotment Rents 2019/20			519.33
14/06/2019	HMRC - VAT REFUND May			2936.96
12/07/2019	HMRC - VAT REFUND June			2464.02
12/07/2019	Allotment Rents 2019/20			307.00
12/07/2019	Refund Midshire Account			254.58
23/07/2019	Allotment Rents 2019/20			64.00
02/08/2019	Allotment Rents 2019/20			54.00
20/08/2019	HMRC - VAT Refund July			3435.68
09/09/2019	Allotment Rents 2019/20			207.17
11/09/2019	HMRC - VAT Refund August			1061.04
08/10/2019	HMRC - VAT Refund September			3594.53

442558.02	0.00	22885.75	465443.77
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WHITEHAVEN TOWN COUNCIL
SUMMARISED INCOME & EXPENDITURE STATEMENT
FINANCIAL YEAR 2019-20

Expenditure Net
of VAT Invoices not yet
 processed Budget

BANK BALANCES BROUGHT FORWARD

CBS 53905917 (01.04.2019)	256,152.97
CBS 53906216 (01.04.2019)	144,431.97
TOTAL OPENING BALANCE	£ 400,584.94

INCOME:

Precept	442,558.02
Interest (Deposit)	
Other Income	22,885.75
TOTAL INCOME	£ 465,443.77

EXPENDITURE

Employees & Allowances	51635.41
Premises	9434.73
Supplies/Services	11207.88
3rd Party	14338.20
Grants	5966.60
Allotments	3921.17
Christmas	1324.00
Markets	0.00
Community Plan	0.00
Ground Maintenance	5281.26
Civic Hospitality	1713.90
Ranger	20553.06
Whitehaven In Bloom	10433.26
Ward Grants	10964.60
Elections	9212.93
Environmental Improvements	6446.15
Events	9389.47
Contingencies	47.50
Reserves	156251.00
VAT (to be reclaimed)	16196.75
TOTAL EXPENDITURE	£ 344,317.87

CASH BOOK BALANCE

Brought forward	£ 400,584.94
Income	£ 465,443.77
Expenditure	£ 344,317.87
Town Council Funds	£ 521,710.84

BANK BALANCES

CBS 53905917 (21/10/2019)	233,378.87
CBS 53906216 (21/10/2019)	294,431.97
	£ 527,810.84

Unpresented Cheques 2019/2020 6,100.00

FINANCIAL POSITION **£ 521,710.84**

Grass Cutting

Purpose of the Report and Recommendation

To inform Members of the existing grass cutting contract with Copeland Borough Council and to consider the list of areas being cut and whether or not the list be extended to cover other areas before quotations are sought for 2020

1.0 INTRODUCTION

- 1.1 The Council has a contract with CBC to cut those areas of grass listed on Appendix 1 attached hereto on 12 occasions from April 2019 to September 2019.
- 1.2 Every year the Council asks for quotations from local contractors to carry out this work. All quotations received are reported to Council for decision.

2.0 RECOMMENDATION

- 2.1 Before quotations are sought members are asked to consider if there are any areas that should be included on the list before quotations are sought and having considered this to recommend that quotations are sought from local contractors to provide this service.

Whitehaven Town Council - Grass Cutting 2019/20

Appendix 1

Area

Verge from Firestation to Alma Bank Road
Carlton Drive to Thornton Road
End Of Carlton Drive
Thornton Road Entrance
Verges along Thornton Road
Greenlands Avenue
Ashleigh Place
Hillcrest Avenue
Tower Hill
Victoria Road verge
Rannerdale Drive junctions
Crossfield Road, Bransty verges
Area next to St Gregorys and St Patricks school
Verges along Whinlatter Road
Yewbarrow Close - Bank
Whinlatter road - Large Bank
Wastwater Road entrance
Monkwray Bungalows, junction of Monkwray Brow
Verge next to Monkwray Cottages
Corner Harbour View/High Road
Mirehouse Road verge
Sandwith Village Green
Toll Bar
Toll Bar to Pelican verge
Pocket Park, Bransty
Highfield Road - opposite Jericho play area
Cleator Moor Road Verge - Whitehaven
Corner at start of Foxhouses Road
Springfield Avenue (Highfield Court)
Springbank Junction
Wordworth Road Junction
Richmond Hill to Homewood verge
Bottom of Lincoln Road junction
Station Road - Coach Road junction
Corner of Winston Drive off Main Street Hensingham
Substation at junction of Homewood and Sneckyeat Road
Cambridge Road - Garage Site
Victoria Road left side up to junction with Elizabeth Crescent
Banks near Bransty School overlooking New Road
Far end of Jubilee Road (on to Red Lonning)
Jubilee Road beside Rascals nursery
Balmoral Road - top end where the footpath is
Balmoral Road - in front of No's 135 & 169
Carlton Drive - next to no 33 where the beck leads to Thornton Road
Verges on Cross Lane
Cross Lane/Jericho Road corners

Jericho Road car park
Verges on Highfields
Corner of Highfields/Woodlands Avenue
Area outside no 5 Lansdowne Grove
Verges at Standings Rise

Contract for Maintenance of Allotments and Pigeon Loft Sites

Purpose of the Report and Recommendation

To inform Members of the Contract for the maintenance of allotment and pigeon loft sites and to recommend that quotations are sought for the provision of this service in 2020/2021

1.0 INTRODUCTION

- 1.1 The Council has a contract with CBC for 2019/2020 for the maintenance of allotments and pigeon loft sites. The services carried out are shown at Appendix1.
- 1.2 Every year the Council invites quotes from local contractors for the provision of this service. All quotations received are reported to Council for decision.

2.0 RECOMMENDATION

- 2.1 That Members recommend that quotations are sought from local contractors for the maintenance of allotments and pigeon loft sites based on Appendix 1 for the year 2020/2021

APPENDIX 1

The list of services required to be undertaken at the allotment sites and pigeon loft sites are: -

- Carry out pathway maintenance four times yearly to ensure good access for tenants such maintenance to include grass cutting provided that this obligation shall not require the Service Provider to put the pathways into a better condition that they are at the date of the agreement;
- Carry out hedge maintenance annually;
- Carry out ongoing reactive and preventative maintenance to maintain/improve allotments to a desired standard provided that this obligation shall not require the Service Provider to put the allotments or pigeon lofts into a better condition than they are at the date of the agreement;
- Maintain perimeter fencing and site security in its existing condition at the date hereof;
- Repair water supplies as and when necessary;
- Maintain access/parking areas in their condition at the date hereof;
- Removal of any fly tipping on site;
- Removal of any compost (leaf mould) on site;
- Maintain any signage on site in its existing condition at the date hereof;
- Provide a schedule of works clearly itemizing when works would be carried out;
- Provide monthly reports to Whitehaven Town Council to include Health and Safety

Request for Bus Shelters at Mirehouse

Purpose of the Report

To inform Members of a request that has been received for the provision of two bus shelters at Mirehouse and to make a decision on this.

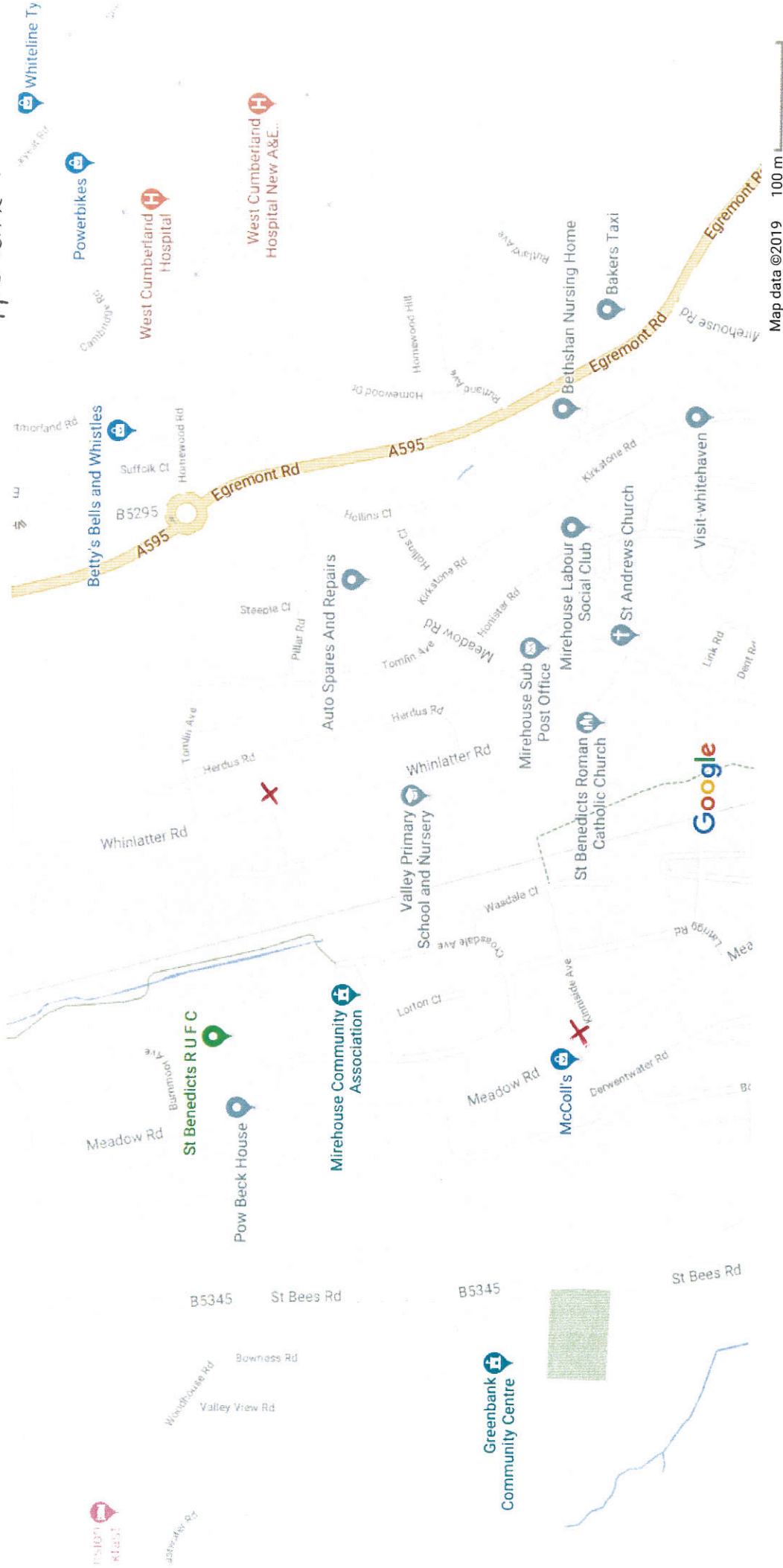
1.0 INTRODUCTION

- 1.1 A request has been received from Councillor C Walmsley following representations from people in his Ward for two bus shelters at Mirehouse as shown on the plan attached at Appendix 1.
- 1.2 The proposed bus shelters are on grassed areas adjoining the pavement and this land is owned by Home Group. We have asked Home Group if we can site the two bus shelters on these pieces of land and this request has been passed to their legal department and we are awaiting a reply from them.
- 1.3 The Council has recently installed 3 bus shelters and the cost of each shelter was £3,538.00. The proposed new shelters will need to have a concrete base and this will cost approximately £500 per shelter making a total cost of approximately £4,038.00.
- 1.4 The Council has a budget of £30,000.00 for bus shelters, bins and seats. To date £13,659.55 has been spent leaving a balance of £16,340.45.
- 1.5 The Council has power under section 4 of the Local Government (Miscellaneous Provisions) Act 1953 to provide and maintain bus shelters on roads or land adjoining roads.

2.0 RECOMMENDATION

- 2.1 That Members consider the request and decide, subject to Home Group's approval, whether or not to install two bus shelters at Mirehouse.

WTC - 31-10-2019
Agenda Item 9
Appendix 1.



COMMUNITY PLAN REPORT

Purpose of the Report

To update Members with regards to the timetable for producing Whitehaven Town Councils Community Plan.

1.0 INTRODUCTION

Members were each given 20 questionnaires and tasked with going door to door within their wards and getting the questionnaires completed there and then or returning to the properties and collecting the completed questionnaires. The deadline to complete this task was the end of August but this was recently extended to 31st October 2019 to coincide with the closure of the on-line questionnaire.

The next step with the timetable is to input the data from the completed questionnaires and then to organise a workshop to form the Action Plan. It is anticipated that the plan and work will be completed in January with the Plan being launched in January,

2.0 RECOMMENDATION

That Members note the information that has been provided.

**CCC Agreement for Maintenance of Street Furniture at
Bransty Junction**

Purpose of the Report and Recommendation

To inform Members of the amended Agreement received from CCC for the maintenance of street furniture at Bransty Junction. It is recommended that the Council considers the amended Agreement and agrees that it be signed..

1.0 INTRODUCTION

- 1.1 Further to Minute 1420/192 of the Council Meeting on 26th September 2019 when it was resolved that the draft Agreement be approved subject to:-
- i. A Clause being inserted into the draft Agreement to make it clear that the Town Council's responsibility for the street furniture was for maintenance and repair only and not for replacement.
 - ii. That CCC enter into a two year contract with the landscape contractor to maintain and replace any plants in the flower beds during that period so that when the Town Council takes over the maintenance at the end of the two year period the plants will be in good condition.
- 1.2 An amended Agreement has been received from CCC which is shown at Appendix 1 and members will see that it incorporates these amendments. The County Council will shortly be sending the Agreement for signature by the Council.

2.0 RECOMMENDATION

- 2.1 That the Agreement be signed by the Council.

**AGREEMENT FOR THE MAINTENANCE OF
STREET FURNITURE ON HIGHWAY – WHITEHAVEN TOWN CENTRE**

THIS AGREEMENT is made the >> day of >> 2019 **BETWEEN CUMBRIA COUNTY COUNCIL** of Cumbria House Botchergate Carlisle CA1 1RD ("the County Council") AND **WHITEHAVEN TOWN COUNCIL** of >> by the hands of the chairman and deputy chairman, two Members for the time being of the Town Council and duly authorised to sign agreements on behalf of the Town Council ("the Town Council") of the other part.

IT IS AGREED as follows:

1 Recital

The Town Council has requested approval from the County Council for it to maintain the objects or structures specified in the Schedule to this Agreement, at its expense, the locations of which are shown for the purposes of identification only on the attached plans, which are hereinafter collectively referred to as ("the Street Furniture")

2 The Street Furniture

The Town Council pursuant to Section 4 of the Local Government (Miscellaneous Provisions) Act 1953, Sections 115A-K Highways Act 1980, and Section 5 Litter Act 1983, has agreed to maintain the Street Furniture in the positions shown on the attached plan on the terms and conditions set out below.

3 Liability to Maintain

- 3.1 The Town Council shall at all times maintain the Street Furniture in good repair and condition and should it fail to do so after one month's notice in writing shall have been given to it by the County Council specifying the damage/defects to the relevant item of Street Furniture that requires repairing, then the County Council shall be at liberty to remove the relevant item of Street Furniture and to recover the reasonable and proper costs of doing so from the Town Council.
- 3.2 The Town Council shall not be responsible for the replacement of any item of Street Furniture if at any time it becomes damaged or vandalised or when it comes to the end of its natural life.
- 3.3 The County Council shall be responsible for the provision and maintenance of the landscaping/planting in the Planters specified as Item 3 in the Schedule hereto up to and including 31st March 2022.
- 3.4 After 31st March 2022, the Town Council shall be responsible for the provision and maintenance of the landscaping/planting in the Planters specified as Item 3 in the Schedule hereto.

4 Standards of Workmanship etc

The Town Council in carrying out works pursuant to this Agreement shall:

- 4.1 exercise all due care and diligence.
- 4.2 comply with the traffic safety measures set out in the Traffic Signs Manual Chapter 8 issued by the Department of Transport 2009.

4.3 ensure that where an appropriate British Standard Specification or British Standard Code of Practice issued by the British Standards Institution or European equivalent is current, all goods used or supplied and all workmanship shall be in accordance with that Standard.

4.4 comply with all statutory requirements, including in particular the Health and Safety at Work etc. Act 1974 and Regulations made under the Act any applicable EC Directive and Regulations giving effect to the same.

5 Indemnity

The Town Council shall be liable for all works undertaken pursuant to this Agreement and for the condition of the Street Furniture and shall indemnify and keep indemnified the County Council from and against any claims, costs, losses or expenses arising from or in connection with the condition or maintenance of the Street Furniture.

9 Insurance

The Town Council shall hold public liability insurance with a reputable insurance company approved by the County Council in a sum of not less than £5m in respect of any one claim and produce the receipt for the current premium to the County Council on request.

10. The provisions of the Contracts (Rights of Third Parties) Act 1999 are hereby expressly excluded.

SIGNED by the said

(Highway Network Manager) in the

presence of:-

SIGNED by the Chairman of Whitehaven Town Council

in the presence of:-

SIGNED by the Vice-Chairman of Whitehaven Town Council

in the presence of:

SCHEDULE

Item 1: Litter Bins

Reference: LB

Specification: Litter Bin Type LB to be Gladson Jubilee 110 Litter Bin 561 x 606 x 1200mm in black RAL 9005 with Gold Whitehaven Town Council crest **and banding but with Ashtray only (ie. No stubber).**

Image:



Locations:

Ref	Eastings	Northings	Location Description
LB01	297493.03	518553.23	Junction of Bransty Row and Bransty Road
LB02	297430.30	518512.02	Junction of Bransty Row and North Shore Road
LB03	297436.30	518448.83	Bransty Row 7.3m from entrance to Bransty Arch
LB04	297443.53	518437.04	George St 7.1m from Bransty Arch fire exit
LB05	297403.92	518406.10	Tangier St 5.8m from entrance to Fraser's
LB06	297394.78	518388.64	Tangier St opposite Cash 4 Clothes

Drawing Reference:

BRN-CAP-GEN-01-DR-C-7001 and BRN-CAP-GEN-01-DR-C-7002

Item 2: Bus Shelter

Reference: BS

Specification: Bus Stop Type BS to be World of Environment Street Furniture Regio REG310a cantilever bus shelter 4845 x 2675 x 1845mm in Black RAL 9005 with polycarbonate roof, rear and side panels. Timber Bench Seat and Timetable Case.

Image:



Locations:

Ref	Eastings	Northings	Location Description
BS01	297393.56	518386.01	Tangier St opposite Cash 4 Clothes

Drawing Reference:

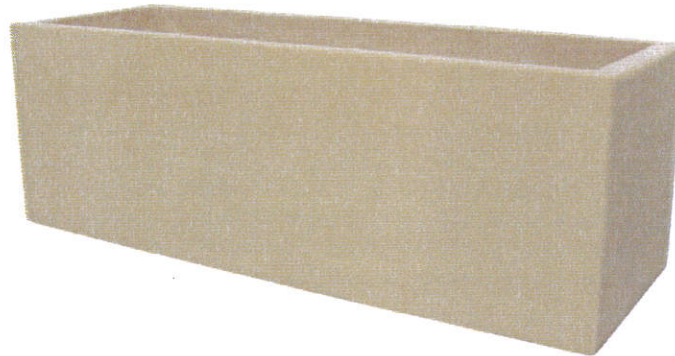
BRN-CAP-GEN-01-DR-C-8001

Item 3: Planters

Reference: PL

Specification: Planter Type PL to be bespoke 1400mm length x 700mm width x 600mm height with capacity of 550 litre in Tower Buff Yorkstone.

Image: (Example of planter material only)



Locations:

Ref	Eastings	Northings	Location Description
PL01	297450.05	518498.08	Bransty Row 12m from Buzz Station entrance
PL02	297444.91	518488.34	Bransty Row 7.2m from Shipwright Arms entrance
PL03	297435.09	518430.11	George St central island opposite Roc Bar
PL04	297440.98	518425.88	George St central island opposite La'al Persian
PL05	297446.95	518419.12	George St central island opposite Cumbria Tackle

Plant Species Mix:

- 20% - Stachys byzantina 'Silver Carpet'
- 20% - Armeria maritima
- 20% - Erigeron karvinskianus
- 10% - Eryngium variifolium
- 10% - Rosmarinus officinalis
- 10% - Festuca glauca
- 10% - Stipa tenussima

Drawing Reference:

BRN-CAP-GEN-01-DR-C-6001

Item 4: Interpretation Panels

Reference: IP

Specification: Differentia Design interpretation panel by artist Steve Pardue mounted on mild steel lectern powder coated black to RAL9005.

Image:



Locations:

Ref	Eastings	Northings	Location Description
IP01	297458.38	518423.91	Junction of George St and Wellington Row
IP02	297404.67	518513.19	North Shore Road southern footway

Drawing Reference:

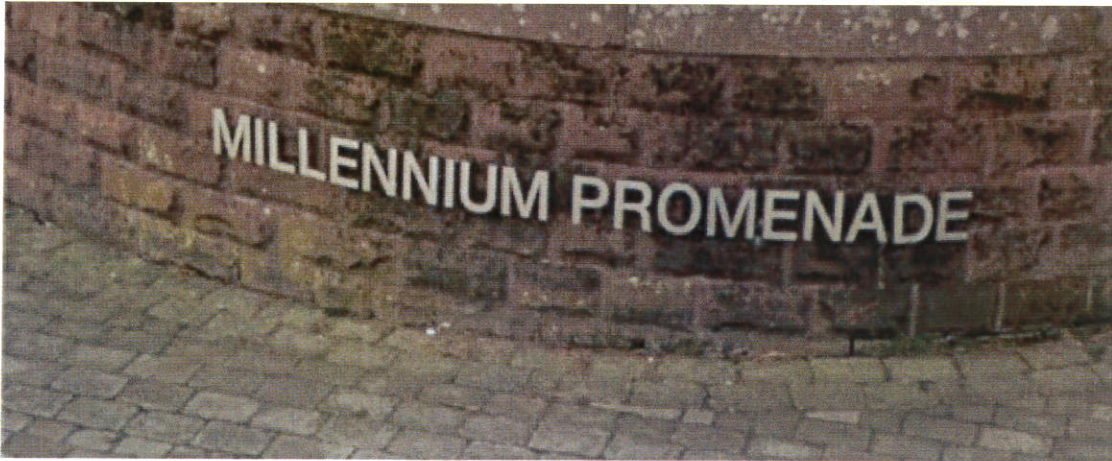
BRN-CAP-GEN-01-DR-C-9001

Item 5: Lettering

Reference: LTR

Specification: Stainless Steel Lettering in Arial Font to a height of 175mm X Height.
Text to read 'MILLENNIUM PROMENADE →'.
(→ indicates arrow pointing right)

Image:



Locations:

Ref	Eastings	Northings	Location Description
LTR1	297422.57	518496.71	North Shore Road southern footway

Drawing Reference:

BRN-CAP-GEN-01-DR-C-1301

Key:
 PL01 297450.05
 518498.08

Planter Type PL to be bespoke
 1400mm length x 700mm width x
 600mm height with capacity of 550
 litre in Abbey Moore Yorkshire
 reference number & location

Plant Species Mix:
 20% - Stachys byzantina 'Silver Carpet'
 20% - Amherstia maritima
 20% - Erigeron karvinkianus
 10% - Eryngium variegatum
 10% - Rosmarinus officinalis
 10% - Festuca glauca
 10% - Stipa tenuissima

Rev	Dwg	Appr	CHK	CH	Issued for Approval	Date
01	JK	LJS	CH		05/09/2019	

Purpose of Issue
 S4 - Issued for Approval

Classification
 Public

Client
 Public



Project
 NPIF Scheme design
 Brantley Row

Drawing
 Planter Location Plan

Scale @ A3
 1:500

Drawn	Checked	Approved
KJH	LJS	CH

Project No.
 CS093416

Date
 05/09/2019

Drawing Identifier
 BS119Z Compliant

Project - Originator - Zone - Level - File Type - Role - Number
 BRN-CAP-GEN-01-DR-C-6001 P01

CAPITA Infrastructure
 Kingmoor Business Park, Carlisle, Cumbria, CA6 4SJ
 01228 673000
 www.capitaproperty.co.uk
 Capita Property and Infrastructure Ltd.



Key:

LTR1
297422.57
518496.71

Stainless Steel Lettering in Arial Font
to a height of 175mm X Height. Text to
read 'MILLENNIUM PROMENADE' →
reference number & location



Rev	PK	JK	LJS	CH	Issued for Approval	05/09/2019
Drawn	DMW	PK	JK	CH	Description	Date

Purpose of Issue
S4 - Issued for Approval

Classification
Public

Client
Cumbria County Council



Project
NPIF Scheme design
Branstly Row

Drawing
Lettering Location Plan

Scale @ A3	Drawn	Checked	Approved
1:500	KJH	LJS	CH
Project No.	Date		
CS/093416	05/09/2019		

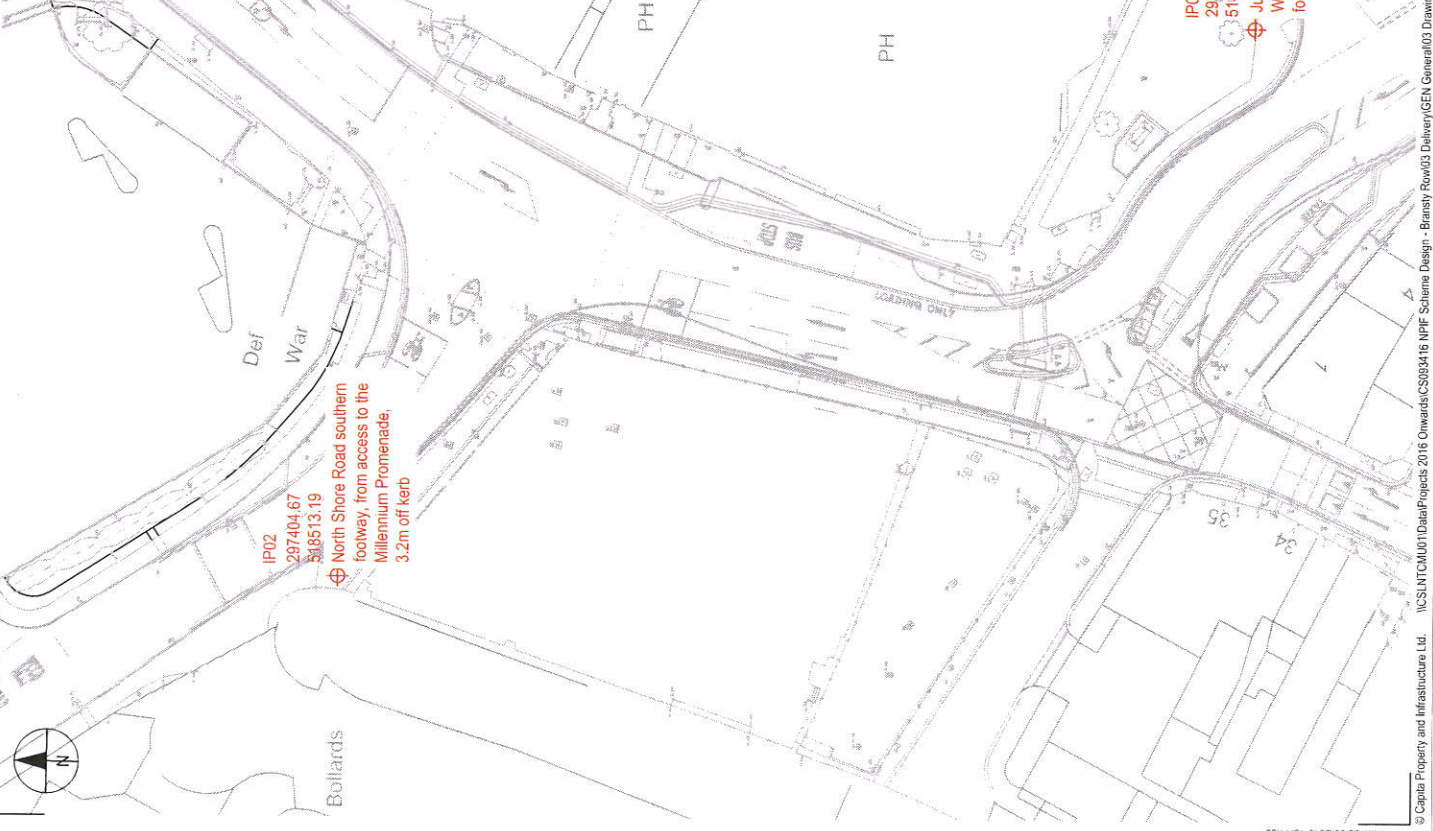
Drawing Identifier
Project - Originator - Zone - Level - File Type - Role - Number
BRN-CAP-GEN-01-DR-C-1301 P01

CAPITA
Infrastructure

Kingmoor Business Park, Carlisle, Cumbria, CA6 4SU
www.capitaproperty.co.uk
01228 673000
Capita Property and Infrastructure Ltd.



47



IP02
297404.67
518513.19
North Shore Road southern
footway, from access to the
Millennium Promenade,
3.2m off kerb

IP01
297458.38
518423.91
Junction of George Street and
Wellington Row northern
footway, 4.0m off kerb

Key:
IPxx
297450.05
518498.08
Interpretation Panel Type IP to be
bespoke items by Differentia Design
and Artist Steve Pardue mounted on
mid steel lectern powder coated
black to RAL9005 reference number
& location

Rev	DK	JK	LJS	CH	Issued for Approval	05/09/2019
Appr	DK	JK	LJS	CH	Description	Date

Purpose of Issue
S4 - Issued for Approval

Classification
Public

Client
Cumbria
County Council



Project
NPIF Scheme design
Branstey Row

Drawing
Interpretation Panel Location Plan

Scale @ A3	Drawn	Checked	Approved
1:500	KJH	LJS	CH
Project No.	Date		
CS/033416	05/09/2019		

Drawing Identifier
Project - Originator - Zone - Level - File Type - Role - Number
BRN-CAP-GEN-01-DR-C-9001
BS1192 Compliant
rev
P01

CAPITA
Infrastructure
Kingmoor Business Park, Carlisle, Cumbria, CA6 4SJ
01228 673000
www.capita-property.co.uk
Capita Property and Infrastructure Ltd.

Recreation G

Key:

LB01
Easting
Northing

LB04
Easting
Northing

Glasdon Jubilee 110 Litter Bin 561 x 606 x 1200mm in black RAL 9005 with Gold Whitehaven Town Council crest and banding with Gold Ashtray and stub plate reference number & location

Glasdon Jubilee 110 Litter Bin 561 x 606 x 1200mm in black RAL 9005 with Gold Whitehaven Town Council Crest and banding with Gold Ashtray and stub plate reference number & location within Copeland Borough Council Land

Rev	Drawn	Checked	Appr	Description	Date
P01	JK	LJS	CH	Issued for Approval	05/09/2019

Purpose of Issue
S4 - Issued for Approval

Classification
Public

Client
Public



Perkins Building
Cumbria Business Park
Cumbria, Carlisle, Cumbria, CA4 4SJ
Tel: 01273 770000

Project
NPfF Scheme design
Bransly Row

Drawing
Litter Bin Location Plan

Scale @ A3	Drawn	Checked	Approved
1:500	KJH	LJS	CH

Project No.	Date
CS/033416	05/09/2019

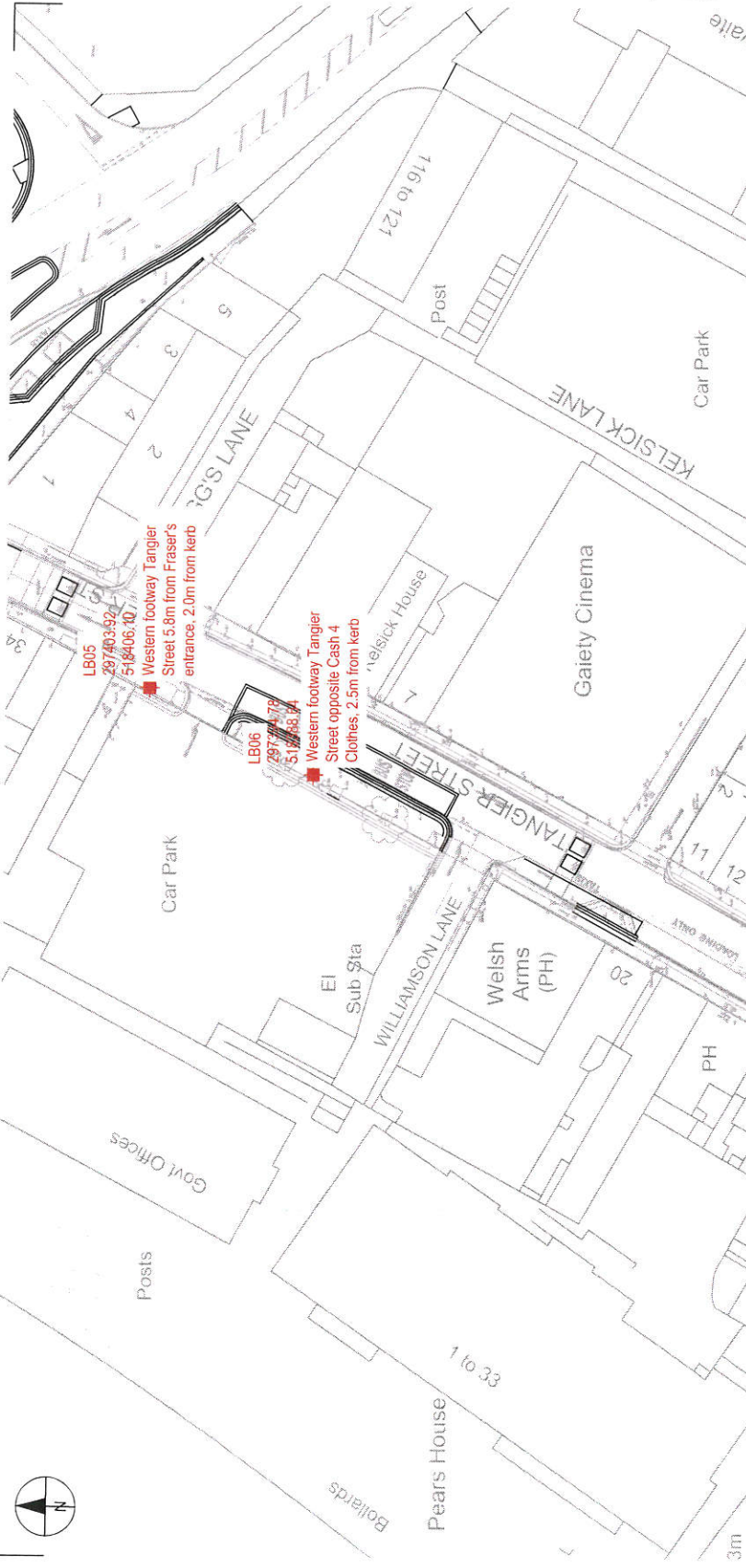
Drawing Identifier	BS1192 Compliant
Project - Originator - Zone - Level - File Type - Role - Number	rev
BRN-CAP-GEN-01-DR-C-7001	P01

CAPITA
Infrastructure

Kingmoor Business Park, Carlisle, Cumbria, CA4 4SJ
01228 673000
www.capitaproperty.co.uk
Capita Property and Infrastructure Ltd.



42



Key:
LB01
 Easting
 Northing

LB04
 Easting
 Northing

Glasdon Jubilee 110 Litter Bin 561 x 606 x 1200mm in black RAL 9005 with Gold Whitehaven Town Council crest and banding with Gold Ashtray and stub plate reference number & location

Glasdon Jubilee 110 Litter Bin 561 x 606 x 1200mm in black RAL 9005 with Gold Whitehaven Town Council Crest and banding with Gold Ashtray and stub plate reference number & location within Copeland Borough Council Land

Rev	App	Description	Date
P01	JK	LJS CH Issued for Approval	05/09/2019

Purpose of Issue
S4 - Issued for Approval

Classification
Public



Client
Public

Project
**NPIF Scheme design
 Bransty Row**

Drawing
Litter Bin Location Plan

Scale @ A3	Drawn	Checked	Approved
1:500	K/JH	LJS	CH

Project No.	Date
CS093416	05/09/2019

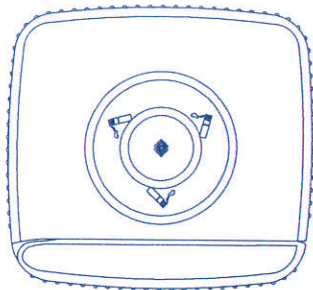
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BRN-CAP-GEN-01-DR-C-7002
 P01



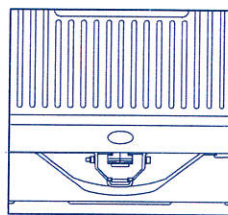
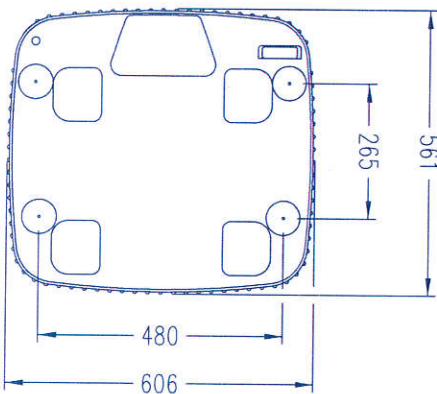
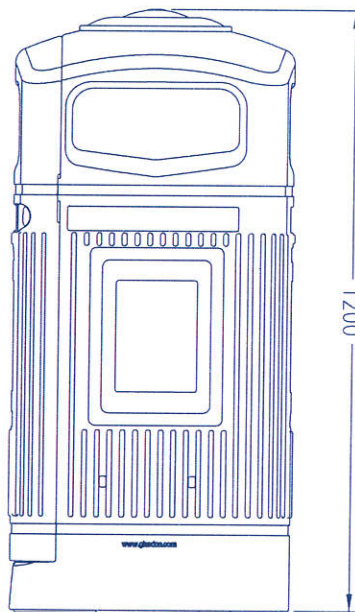
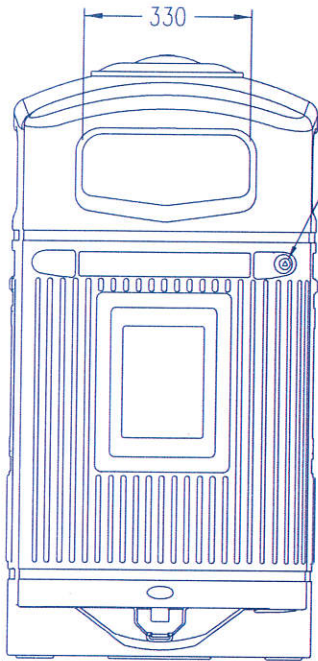
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 01228 673000
 www.capita-property.co.uk
 Capita Property and Infrastructure Ltd.



MODEL SPECIFICATION GLASDON JUBILEE™ BIN



SHOWN WITH TRIANGULAR
DIN KEY LOCK



DETAIL OF KEYLESS FOOT LOCK

PRODUCT INFORMATION:

- **DESCRIPTION** - FIXED OR FREESTANDING DOOR OPENING LITTER CONTAINER, WITH KEYED OR KEYLESS OPERATION, FOR EXTERNAL OR INTERNAL USE
- **LINER OPTIONS** - BIN C/W STEEL LINER - 28Kg
- BIN ONLY - 22Kg
- **CAPACITY** - C/W STEEL LINER
MAXIMUM CAPACITY 130Ltr
LINER/SACK CAPACITY 110Ltr
- **MATERIAL** - BIN - DURAPOL®
LINER - ZINC COATED STEEL
- **RECYCLING INFORMATION** - BLACK DURAPOL IS 100% RECYCLED AND RECYCLABLE. IF MISTAKENLY PLACED INTO LANDFILL THE PARTS ARE INERT AND WITH NO TOXIC CONTENT. STEEL PARTS HAVE A SIGNIFICANTLY RECYCLED CONTENT AND ARE EASILY RECYCLED.
- **COLOURS** - BLACK, GREY, MILLSTONE, DARK BLUE, DEEP GREEN
- **DIMENSIONS** - ALL DIMENSIONS IN MM UNLESS OTHERWISE STATED.
- **LOCK** - TRIANGULAR DIN KEY (F021/0001)
OR
- KEYLESS FOOT OPERATION (F021/0010)
- **HOOD MOUNTED STUBBER PLATE** - GOLD OR GUN METAL GREY
Note: Can be supplied without on request.

OPTIONAL EXTRAS:

- **HOOD-MOUNTED ASHTRAY** - AVAILABLE IN CHAMPAGNE GOLD OR GUN METAL GREY
- **APERTURE STUBBER PLATES**
- **VINYL GRAPHIC SIZE** - Up to 148mm x 210mm (A5)
- **POLYCARBONATE PLAQUE SIZE** - Up to 148mm x 210mm (A5)
- **POSTER FRAME** - Up to 210mm x 295mm (A4)
- **BALLAST** - INTERNAL BALLAST
- 20kg OR 40kg OPTIONS AVAILABLE
- EXTERNAL BALLAST
- **GROUND FIXINGS** - SEE INSTALLATION OPTIONS

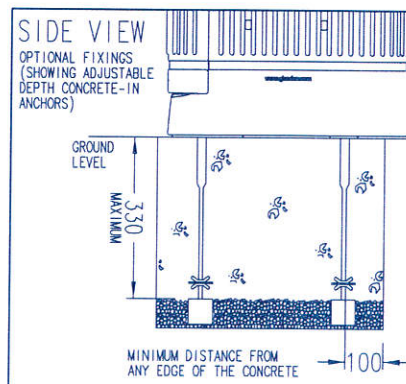
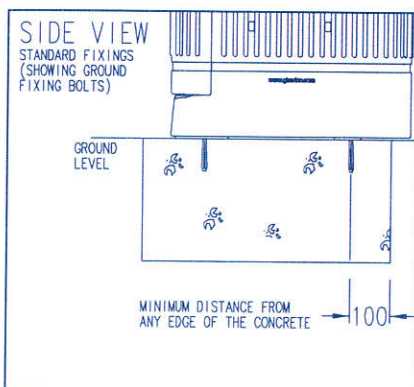
INSTALLATION OPTIONS:

WE RECOMMEND PERMANENT GROUND FIXING BY THE FOLLOWING:

A SOUND CONCRETE FOUNDATION IS THE PREFERRED METHOD.

- **a) GROUND FIXING BOLTS (IN EXISTING OR NEW CONCRETE FOUNDATIONS)**
ALLOW TIME FOR NEW CONCRETE FOUNDATIONS TO CURE. 4 HOLES TO BE DRILLED FOR GROUND FIXING BOLTS 10mm x 130mm (MINIMUM DEPTH) ENSURE HOLES ARE LOCATED AT LEAST 100mm FROM ANY EDGE OF THE CONCRETE FOUNDATION.
IF USING YOUR OWN FIXINGS ENSURE Ø50mm WASHERS ARE USED.
- **b) ADJUSTABLE DEPTH CONCRETE-IN ANCHORS (IN NEW CONCRETE)**
WHEN CREATING A NEW CONCRETE FOUNDATION, THESE FIXING KITS PROVIDE FASTER/EASIER INSTALLATION (WITHOUT DRILLING) WHILST ALLOWING THE UNIT TO BE FASTENED DOWN AND REMOVED IF REQUIRED, LEAVING NO TRIP HAZARD. ENSURE HOLES ARE LOCATED AT LEAST 100mm FROM ANY EDGE OF THE CONCRETE FOUNDATION.
- **SOFT EARTH**
ALTERNATIVELY ON SOFT EARTH USE THE GROUND-LOCK™ SYSTEM. (IT IS RECOMMENDED THAT THE PAVING SLAB KIT IS USED WHEN INSTALLING ON SOFT EARTH.)
- **TARMAC AND BLOCK PAVING**
WHEN INSTALLING ON TARMAC OR BLOCK PAVING, A CONCRETE BASE IS STRONGLY RECOMMENDED TO PROVIDE ADEQUATE SECURITY AND IMPROVED OPERATION.
- **FLAGSTONES (USING GROUND FIXING BOLTS)**
WHEN INSTALLING ON FLAGSTONE OF A MINIMUM 50mm (2") THICK. ENSURE HOLES ARE LOCATED AT LEAST 110mm FROM ANY EDGE OF THE FLAGSTONE.

FOR INCREASED SECURITY, USE A DOUBLE LAYER OF FLAGSTONES BOLTED TOGETHER.



Glasdon Group Product Design
Glasdon Innovation & Export Centre
Preston New Road, Blackpool
Lancashire, FY4 4UY
Web Site: www.glasdon.com

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SPECIFICATION NUMBER - 07S323-S01 | ISSUE 02

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Recommendations from Policy and Resources and Finance Committee

Purpose of the Report and Recommendation

To inform Members of the recommendations made to Council by the Policy and Resources and Finance Committee.

1.0 INTRODUCTION

1.1 At the meeting of the Policy and Resources and Finance Committee on 30th September 2019 the Committee considered a Finance report including budget monitoring figures and made the following recommendations to Council:-

- (i) That the Finance Report be approved and noted.
- (ii) That a Working Group be formed comprising those members on the Policy and Resources and Finance Committee to work on the budget for 2020/2021 and make recommendations to full Council for their consideration.

2.0 RECOMMENDATION

2.1 That the recommendations of the Policy and Resources and Finance Committee be approved.

EVENTS ADVISORY GROUP RECOMMENDATIONS

Purpose of the Report

To inform members of the meeting of the Events Advisory Group and to consider any recommendations made.

1.0 INTRODUCTION

- 1.1 A meeting of the Events Advisory Group was held on 8th October 2019.
- 1.2 Present at the meeting were Councillors B O’Kane, Councillor E Dinsdale, Councillor C Hayes and The Clerk and Assistant Clerk.
- 1.3 The Events Group were reminded of plans that had already been approved with regards to events taking place in 2020 which included:
 - Photographic Exhibition to be held during the week leading up to V.E Day;
 - Hiring a marquee for the same week to house the exhibition and also to arrange talks;
 - Bunting had been purchased and would be erected around the town prior to the week-long celebration;
 - To organise an afternoon tea to be held in the marquee;
 - To host a Cumbrian Traders event to coincide with the V.E Day Bank Holiday;
 - To look towards organising a military band parade;
 - Plans to host a charity dinner/dance on Thursday 7th May 2020 were well underway. The band had been booked and discussions regarding the menu were being held with the venue management.
- 1.4 Further to minute 1393/19 where it was agreed that ideas for events for Halloween night be discussed at the next Events Advisory Group meeting. Councillor Dinsdale who had been tasked to bring ideas to the meeting informed the group that the deadline had been too tight for this year for any ideas to be considered.

- 1.5 Councillor B O'Kane and Councillor E Dinsdale along with Gerard Richardson had met with the group who were willing to set up a Viking re-enactment settlement in St. Nicholas Gardens. A date of 20th and 21st June had been discussed with a fee of £500. During the site visit the group said that they would not require security, however the e-mail that has been received (Appendix 1) states that they would require additional security.
- 1.6 Discussions were held around the possibility of obtaining a Road Closure Order during the weekend of the proposed Viking re-enactment to enable another Cumbrian Traders market to be set up for the 2-day event.
- 1.7 A suggestion had come into the office via Gerard Richardson who was unable to attend the meeting for the Town Council to consider purchasing market gazebos. This request was considered by the group and they agreed to defer making a decision on this request.
- 1.8 It was suggested that the Town Council also look to purchase some outdoor lighting for the Christmas markets in particular. The Assistant Clerk said she would seek advice from CCC lighting supervisor and to provide any costings.
- 1.9 Councillor B O'Kane to take the lead in exploring celebrating Whitehaven's history/connection with America and to bring ideas to the next meeting of the Events Advisory Group.

2.0 Recommendations

Members are asked to note the contents of this report and to approve the recommendations at 1.5, 1.6 and 1.8.

Whitehaven Town Council

From: Edwin dinsdale
Sent: 08 October 2019 10:13
To: Whitehaven Town Council
Subject: Fwd: Herlid Vikings

Sent from my iPhone

Begin forwarded message:

From: Edwin dinsdale
Date: 2 September 2019 at 22:38:36 BST
To: Marlene Jewell <clerk@whitehaventowncouncil.co.uk>
Subject: Fwd: Herlid Vikings

Hello Marlene

Would it be possible for you to attach this email to the agenda of the next events committee meeting.

Regards
Edwin
Sent from my iPhone

Begin forwarded message:

From: steven sean robinson
Date: 20 August 2019 at 14:50:44 BST
To: "edwindinsdale1@sky.com"
Subject: Herlid Vikings

For Viking re-enactment booking for weekend of 20-21st of June 2020.

Our asking price is £500 for the weekend.

We require suitable space for both our encampment and an 'arena' for our displays.

Additionally we also ask that security be provided for the campsite overnight.

What we will provide;

A minimum of 10 re-enactors on Saturday and Sunday.

A minimum of 5 structures (viking and Saxon tent replicas of various sizes)

Living history displays such as chainmail making, leather work and textiles.

2 combat and weapons displays throughout the day.

2 "kiddy vike" sessions throughout the day (very popular with families, involved the audiences children getting to fight the Vikings)

We provide our own public liability insurance, copies available on request.

Photographs of some of our displays will be provided in follow up email.

REMEMBRANCE SUNDAY REPORT

Purpose of the Report

To update Members of the arrangements to date for the Remembrance Sunday parade.

1.0 INTRODUCTION

This year's Remembrance Sunday parade will take place on Sunday 10th November 2019.

Arrangements are near to completion.

Whitehaven Brass Band have confirmed that they will be playing and marching with the Parade Group.

Pies have been ordered from the preferred supplier at a cost of £229.00.

Peas have been donated by Soup Can Microphones.

Formal invitations are due to be sent next week and will include the Order of Procession and Order of Parade and Service.

2.0 RECOMMENDATION

That Members note the information that has been provided.

0
Receive Updates Enter Email Address

Go

WTC: 31/10/19
Agenda Item 16



Whitehaven & District - October 2019

[View in browser](#)



October 2019 - Whitehaven & District Edition

Tackling alcohol-related disorder - Reports down but we still need your help

Alcohol-related disorder is down significantly after the implementation of a public space protection order.



But we still want people to ring in reports of street drinkers in the town centre so we can act on this.

"Boy racer" nuisance reported - We need your reports as we tackle it

We are starting to receive complaints



we are starting to receive complaints from residents near the Marchon Sports and Social Club about anti-social behaviour caused by "boy racers" in the car park nearby.



This is late at night, especially during bad weather.

We are enquiring into this but need your help. Please report all anti-social behaviour.

Guarding against crime involving young people – Rest assured: Whitehaven partners are working together



After a number of incidents concerning a young person in the Woodhouse area, a referral was made to the west area prevent and deter panel to stop repeat offending.

The panel said the young person be placed on an Acceptable Behaviour Contract for three months.

Specialist officers from the Youth Offending Service will now work with PCSO Rafferty to monitor their behaviour.

We have also received reports of increasing drug use in the parks in this area. PCSO Rafferty will patrol.

Preventing crime - PCSOs receive accredited training

All our PCSOs have recently received nationally accredited training in crime prevention.

This will add to their knowledge and be put to good use when dealing with victims of crime, as well as providing advice to those most at risk. Read more about it here: <https://cumbria-pcc.gov.uk/commissioner-funds-crime-prevention-training-for-pcsos/>



Dealing with anti-social behaviour – We take to the streets to speak to residents

Copeland neighbourhood policing team has carried out surveys in Sevenacres, Parton and Hugh Street, Bransty following reports of anti-social behaviour.

Work is ongoing with our partners in the Local Focus Hub to tackle the issues you raised.

Kells and Woodhouse – We're dealing with your concerns

Copeland neighbourhood policing team met with councillors and residents on Thursday September 26.

We are aware that several residents are concerned about repercussions should they report anything to the police or other authorities.

We are working closely with Home Group and are targeting a number of young people.

We will be visiting to speak directly with residents as we are aware that a lot of these incidents are unreported.

Sergeant David Macdonald said: "I am aware of issues on the estates and understand the concerns around reporting matters. We are here to help.

"If you have any concerns around crime or anti-social behaviour in your area, whether that's something you have seen in the street or at an address, there are a number of ways you can report this."

You can call Cumbria Police on 101, report online via our website at www.cumbria.police.uk or you can call Crimestoppers anonymously on 0800 555111. In an emergency call 999.

Sgt Macdonald added: "We need information and reports from the public to be able to bring those responsible to justice."

Community engagement – Linking in with young people

PCSO Fishpool will be attending Mayfield School on October 10 to help with an open day, alongside local employers and emergency services.

The aim is to talk to students about the world of work, employment skills and safety.

In the run up to Bonfire Night our officers will conduct awareness talks to schools and work closely with Cumbria Fire and Rescue Service and Copeland Council to ensure inappropriate bonfires are reported. People should contact the local council if it is council land or the fire service if they have urgent concerns.



Issues with school parking - We've been down to check it out

Both Lowca and Moresby School are reporting ongoing issues with parking.

At Moresby we have carried out a site survey, as have the Highways department from Cumbria County Council.

There are no new measures that we can bring in that would improve the situation.

With the school now taking children from outside the area the number of cars parking up along the road has increased, which turns a section of the road to one lane at peak times.

There are no traffic offences being committed and merely requires drivers to be more accommodating to one another.

showing a degree of common courtesy.

At Lowca we had received complaints regarding the situation at school times.

A site survey was carried out by both police staff and the Highways department.

No real issue was observed, with only a small number of vehicles arriving to collect children and very little through traffic.

CRIME FIGURES

Crime figures can also be obtained via the Cumbria Police Website:

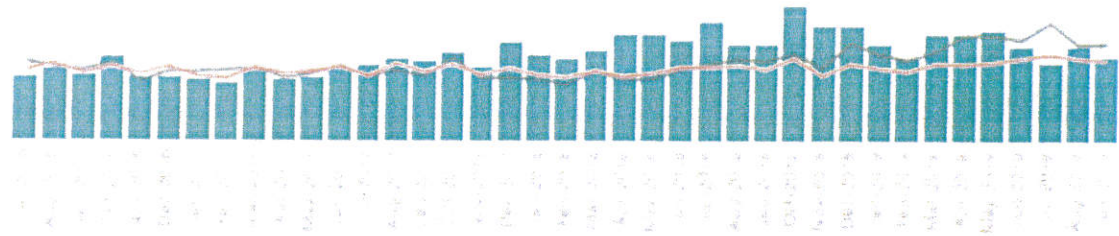
<https://www.cumbria.police.uk/Your-Area/Your-area.aspx>

Crime trend graph for Whitehaven and District for September

to view in larger size, view in browser and zoom in

Crime is down nearly 10 per cent in this period.

OffenceGroup	Crimes	Same Period Last Year	Difference	% Change
Arson and Criminal Damage	12	22	-10	-45.5%
Burglary	7	6	1	16.7%
Drug offences	5	5	0	0.0%
Hate Incident	0	0	0	0.0%
Miscellaneous Crimes Against Society	4	4	0	0.0%
Possession of weapons offences	3	2	1	50.0%
Public order offences	23	16	7	43.8%
Reported Incidents	2	4	-2	-50.0%
Robbery	0	2	-2	-100.0%
Sexual offences	4	5	-1	-20.0%
Theft offences	16	35	-19	-54.3%
Vehicle Offences	1	1	0	0.0%
Violence against the person	87	80	7	8.8%
Total	164	182	-18	-9.9%



Copeland Police want you to report all anti-social behaviour and crime

Please report any incidents of crime or anti-social behaviour to us to help us keep Copeland safe.

If a crime is in progress then please use 999. If it is a non-emergency call 101 or report online at www.cumbria.police.uk



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Appointment to Committees and Steering/Advisory Groups

Purpose of the Report and Recommendation

To inform Members of a request received from the new Councillor for Sneckyeat South Ward to be appointed to sit on the Council's standing Committees and Steering/Advisory Groups and to recommend approval of this.

1.0 INTRODUCTION

- 1.1 Members will be aware that Raymond Gill was elected as Councillor for Sneckyeat South Ward on 17th October 2019.
- 1.2 Councillor Gill has asked if he can be appointed to sit on the Policy and Resources Committee and the Staffing Committee; the Whitehaven in Bloom Advisory Group. the Allotments Advisory Group and the Steering Group on Office Accommodation.

2.0 RECOMMENDATION

- 2.1 That the Council recommends that Councillor Gill be appointed to sit on the Committees and Steering/Advisory Groups listed in 1.2 above.

Christmas Closing

Purpose of the Report and Recommendation

To consider Christmas closing for the Council's office..

1.0 INTRODUCTION

- 1.1 The Council's offices is normally closed between Christmas and New Year. This year Christmas day is on a Wednesday and it is proposed that the office closes on Christmas Eve and reopens on Thursday 2nd January 2020

2.0 RECOMMENDATION

- 2.1 That the office closes on Tuesday 24th December and reopens on Thursday 2nd January 2020.