

WHITEHAVEN TOWN COUNCIL

Clerk and Responsible Financial Officer: Marlene Jewell
Telephone: 01946 67366
Chairman: Councillor Brian O'Kane

To: **Members of Whitehaven Town Council**

You are duly **SUMMONED** to attend a **VIRTUAL MEETING** of **WHITEHAVEN TOWN COUNCIL** which will be held on **Thursday 30th July 2020** at **6:00pm** on the **Zoom Platform** to transact the business contained in the attached Agenda.

The Meeting takes place under the authorisation scheme outlined in the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Regulations) 2020.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84582421793?pwd=VFJiZlVjSUFYUW5nBXNExTK08zSVk3QT09>

Meeting ID: 845 8242 1793

Password: 411562

Signed Marlene Jewell Dated 24th July 2020
Marlene Jewell, Clerk and Responsible Financial Officer

AGENDA

All Councillors and members of the public attending the virtual meeting should be aware that by joining the meeting they are agreeing to the following guidelines:

- a) The meeting may be recorded for the purpose of minute taking and will be disposed of within 24 hours;
- b) All attendees should have their microphones on mute;
- c) To adhere to the Council's Code of Conduct and Standing Orders;
- d) Only unmute microphones when invited to do so;
- e) Speak clearly and look into the camera;
- f) Turn phones to silent;
- g) Be aware of time lags and allow time for participants to respond;
- h) Introduce themselves when raising a point;
- i) Respond to the Chair when their name is called;
- j) Be aware of your background and what others can see behind you

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. Minutes of the Meeting held on 10th July 2020

4. Public Participation

5. Planning Applications

To consider planning applications received and submit any representations to Copeland Borough Council.

6. Financial Report

7. Proposal to hold the Annual Meeting

8. Use of Room in Council Office

9. Footway Lighting

10. Litter Bin at Beck Bottom, Hensingham, Whitehaven

11. Request for donation to The Georgian House for flowers

12. Allotments

13. Councillor Matters

14. Date of Next Full Council Meeting – 27th August 2020

WHITEHAVEN TOWN COUNCIL

Minutes of the Virtual Council Meeting held on the Zoom Platform on 10th

July 2020

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

M. Jewell, Clerk and Responsible Financial Officer

V. Gorley, Assistant Clerk

Members of the Public

Press

The Chairman welcomed everyone to the first Zoom Council Meeting and read out the Guidance notes that appeared on the Agenda.

1554/20 Apologies for Absence

There were no apologies for absence

1555/20 Declarations of Interest

There were no declarations of interest.

1556/20 Confirmation of adherence to the Council’s Code of Conduct and Standing Orders

It was proposed by Councillor Roberts and seconded by Councillor Maudling That the Council’s Code of Conduct and Standing Orders be adhered to at all Virtual Council meetings.

A vote was held and it was unanimously agreed that the Council’s Code of Conduct and Standing Orders be adhered to at all virtual Council meetings.

RESOLVED – That the Council’s Code of Conduct and Standing Orders be adhered to at all virtual Council meetings.

1557/20 **Minutes of the Council Meeting held on 27th February 2020**

It was proposed by Councillor Hayes and seconded by Councillor Maudling that the Minutes of the Meeting held on 27th February 2020 be approved and signed by the Chairman as a correct record. Councillor Rayson did not vote as she had not attended that meeting. A vote was held and it was

RESOLVED – That the Minutes of the Meeting held on 27th February 2020 be approved and signed by the Chairman as a correct record.

Councillor E Dinsdale asked if the Council was still operating under the Delegated Authority Procedure. The Chairman said the Council was working on the situation that all Councillors in the meeting have the ability to vote on any item to be discussed.

1558/20 **Ratification of Delegated Decisions taken by the Chairman and Deputy Chairman for essential Council business**

The Council considered the Delegated Decisions that had been taken by the Chairman and Deputy Chairman for essential Council decisions during the lockdown.

It was proposed by Councillor Gill and seconded by Councillor Hayes that the delegated authority decisions taken by the Chairman and Deputy Chairman for essential Council business be ratified and approved. A vote was taken and 8 Councillors voted for this and 4 Councillors voted against.

RESOLVED – that the delegated authority decisions taken by the Chairman and Deputy Chairman be ratified and approved.

1559/20 **Appointment of Deputy Chairman**

The Chairman asked for nominations for the position of Deputy Chairman following the resignation of Councillor Arrighi.

Councillor E Dinsdale said that before this was considered he wanted to propose that the Council move to a position where we adopt Standing Order 5 and point 2 of the Delegated Authority decision taken on 29th April 2020. He proposed that the Council hold its Annual General Meeting at the next meeting on 30th July 2020. The Chairman asked that this be left to later when he would allow it on the Agenda even although it wasn't an Agenda item.

Councillor Gill nominated Councillor Rayson and Councillor Maudling
Seconded the nomination

Councillor E Dinsdale nominated Councillor G Dinsdale but this was not seconded so the nomination fell

A vote was held and 7 councillors voted for Councillor Rayson, 3 abstained and 2 did not vote

RESOLVED – That Councillor J Rayson be appointed Deputy Chairman until the next Annual Meeting.

1560/20 **Public Participation**

A member of the public RT said that he wished to speak. He said that a group of people were promoting a Copeland area music festival as a non- profit event to cheer people up.

The festival venue was to be Copeland Stadium and that he was looking for backing as the costs were estimated to be £20,000 and was looking to local businesses, ticket sales and sponsorship to cover the costs.

He said he was trying to promote the festival and was looking for the Council's help.

The Chairman informed RT that the Council had an Events Advisory Group and that he could go to the Events Advisory Group meeting to make a presentation and discuss the event. The Events Advisory Group would then report back to the Council with recommendations.

RT said that he wanted to make the Councillors for Hillcrest and Hensingham aware of this.

The Chairman asked RT to give the Clerk his email address and then the Council could get back to him.

1561/20 **Annual Return for 2019/2020**

The Council considered a report on the Annual Return for 2019/2020

Councillor Gill proposed that recommendations 4.1 (i) to 4.1 (v) be approved and this was seconded by Councillor Hayes. Councillors voted on each recommendation in numerical order as follows:-

- 4.1(i) It was proposed by Councillor Gill and seconded by Councillor Hayes that
- Section 1 – The Annual Governance Statement 2019/2020 be approved by the Council and signed by the Chairman and the Clerk and the Minute number inserted. A vote was taken and 11 Councillors voted for the proposal and 1 Councillor did not vote.

RESOLVED - That Section 1 - The Annual Governance Statement 2019/2020 be approved and signed by the Chairman and the Clerk and the Minute number inserted.

4.1(ii) It was proposed by Councillor Gill and seconded by Councillor Hayes that Section 2 – the Accounting Statements 2019/2020 be approved by the Council and signed by the Chairman and the Responsible Financial Officer and the Minute number inserted. A vote was taken and 11 Councillors voted for the proposal and 1 Councillor did not vote

RESOLVED – That the Accounting Statements 2019/2020 be approved by the Council and signed by the Chairman and the Responsible Financial Officer and the Minute number inserted.

4.1(iii) It was proposed by Councillor Gill and seconded by Councillor Hayes Roberts that the Annual Internal Auditor’s Report be approved. A vote was taken and 11 Councillors voted for the proposal and 1 Councillor did not vote.

RESOLVED – That the Annual Internal Auditor’s Report be approved

4.1(iv) It was proposed by Councillor Gill and seconded by Councillor Hayes that the Annual Return be advertised for public inspection to comply with the timescales and requirements in paragraph 2.2(iv) of the report and that Councillors be sent a copy of this notice. A vote was taken and 8 Councillors voted for the proposal and 1 Councillor abstained.

RESOLVED – That the Annual Return be advertised for public inspection to comply with the timescales and requirements of paragraph 2.2 (iii) of the report and Councillors sent a copy of this notice.

4.1(v) It was proposed by Councillor Gill and seconded by Councillor Hayes that the completed and approved Annual Governance and Accountability Return 2019/2020 Return be submitted to PKF Littlejohn as soon as soon as possible following the Council meeting. A vote was taken and 11 Councillors voted in favour of the proposal and 1 Councillor abstained

RESOLVED – That the completed and approved Annual Governance and Accountability Return 2019/2020 be submitted to PKF Littlejohn as soon as possible following the Council Meeting.

4.1(vi) It was proposed by Councillor Gill and seconded by Councillor Hayes that the position with the Accounts for 2018/2019 be noted. A vote was taken and 11 Councillors voted for and 1 Councillor abstained.

RESOLVED – That the position with the Accounts for 2018/2019 be noted.

1562/20 Planning Applications

Councillor Maudling declared that he was a member of Copeland Borough Council's Planning Panel.

Councillor O'Kane declared that he was a member of Copeland Borough Council's Planning Panel.

Councillor Gill said that 70 extra parking spaces were being provided at Sneckyeat Road plus extra businesses and that there needed to be a thorough investigation of that junction by CCC as to the safety of it and said that the junction was a bad accident blackspot. The Chairman asked Councillor Gill to send his comments on this matter to the Clerk.

Councillor G Dinsdale said there had been an application to demolish part of the former Union Hall which was a listed building and asked that as much of the building as possible be kept.

The Assistant Clerk said the planning application would appear on the next Council Agenda for consultation and discussion.

The Council considered a list of planning applications received and shown at Appendix 1. There were no representations made in respect of the planning applications on Appendix 1 and it was

RESOLVED – That Copeland Borough Council be informed that the Town Council had considered the applications shown at Appendix 1 and had no representations to make on the planning applications.

1563/20 Finance Report

The Council considered a Financial Report.

A general discussion took place on certain aspects. In connection with hand sanitizer Councillor Arrighi said Xtreme Fitness was a Workington firm and they had been given £1000 of ward grant money and asked the Chairman if Xtreme Fitness was a business owned by his son in law and the Chairman said it was and apologised unreservedly for not disclosing an interest until now.

i When considering Appendix 1 it was reported that two additional invoices had been received as follows:-

- Viking £63.50 for stationery
- V Gorley £13.00 for postage for Agendas

It was proposed by Councillor Gill and seconded by Councillor Hayes that

the invoices shown on Schedule 1 and the two additional invoices listed above be approved and paid. A vote on this was held and 9 Councillors voted for the proposal, 2 Councillors voted against and 1 Councillor did not vote

RESOLVED – That the invoices shown at Appendix 1 and the two additional invoices listed above 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 Gill and seconded by Councillor Hayes that the Cashbook and Income and Expenditure at Appendices 2 and 3 be approved and noted. A vote was taken and 9 Councillors were for the proposal. 2 Councillors were against and 1 Councillor did not vote

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

- iii The Council considered the use of s137 as the expenditure power for all PPE purchased by the Council (para 1.3 of the Report refers). It was proposed by Councillor Gill and seconded by Councillor Hayes that s137 be the expenditure power for the purchase of PPE equipment. A vote was taken on this and 9 Councillors voted for the proposal, 2 Councillors abstained and 1 Councillor did not vote.

RESOLVED - That s137 be used as the expenditure power for all PPE equipment purchased by the Council

- iv It was proposed by Councillor Gill and seconded by Councillor Hayes that the information contained within paragraph 1.4 of the report be noted. A vote was taken on this and 9 Councillors voted for the proposal, 2 Councillors abstained and 1 Councillor appeared to have left the meeting.

At the end of this report the Chairman informed the Council that West Cumbria Scrubs had contacted him and said that Sellafeld Ltd had recently given them money so they had asked if the Council would like a £1 100 refund on the money the Council had given them to make scrubs and this had been accepted.

1564/20

Event in Whitehaven

The Council considered a report containing a proposal by a member of the Council's Events Advisory Group to organise a town wide exhibition and to distribute leaflets in town to try and encourage people to come into the town.

The Council considered that this was a good idea but that the cost of the leaflets was too high and there were issues with actual leaflets spreading coronavirus.

Councillor Gill proposed that the recommendations in paragraphs 2.1 and 2.2 of the report be approved and this was seconded by Councillor Hayes

Councillor E Dinsdale proposed that the money requested for the leaflets should be not be used on leaflets but should be donated to food bank associations in Whitehaven. This was seconded by Councillor G Dinsdale

A vote was taken on Councillor E Dinsdale's amendment and 6 Councillors voted for the amendment and 5 Councillors voted against it.

This now became the substantive motion and the proposal had to be voted on again.

Councillors E Dinsdale's proposal was that the recommendation for a town wide exhibition be supported other than the cost of the leaflets whatever that might be and that the Council donates that amount of money to local food bank(s). A vote on this was held and 7 Councillors voted for this proposal.

RESOLVED – That a town wide exhibition be supported other than the cost of Leaflets whatever that might be and that the Council donates that amount of money to local food bank(s).

1565/20

Interpretation Boards

The Council considered a report on the artwork to be put on Interpretation Boards in Whitehaven Town Centre and which the Council had previously agreed to maintain by entering into an agreement with CCC.

It was proposed by Councillor Roberts and seconded by Councillor Maudling that the artwork shown at appendix 1 for the Interpretation Boards be approved. It was unanimously agreed that the artwork shown on the Interpretation Boards be approved

RESOLVED – That the artwork shown at Appendix 1 for the Interpretation Boards be approved.

The Chairman then returned to an earlier discussion with Councillor Dinsdale and said that he had already agreed as Chairman to accept the comments of Councillor E Dinsdale.

Councillor E Dinsdale said he was proposing that the AGM be held in line with Standing Order 5 and point 2 of the Delegated Authority Decisions on 29th April 2020. He said that he was proposing that at the next meeting on 30th July 2020 that we hold the AGM then. This was seconded by Councillor G Dinsdale.

The Clerk said that the Council should not be voting on this as it was not on the Agenda.

Councillor Gill said he was moving an amendment to the proposal to say that the Council should have an Annual Meeting at a time when we can have normal meetings rather than virtual meetings.

The Chairman said he thought it was a bit too early to have an Annual Meeting

on 30th July 2020 and that he would prefer to have a meeting face to face. Councillor Rayson said she was not happy to vote on something not on the Agenda. She proposed that a vote should not be held but that the matter go to the next Council Meeting when the date of the Annual Meeting could be determined. This was seconded by Councillor Hayes. Councillor Gill said that as nobody had seconded his proposal that he would withdraw it and support Councillor Rayson's proposal. A vote was taken on the second proposal and 8 Councillors voted for the proposal and 3 Councillors voted against the proposal. The Chairman said that this was now the substantive motion and asked the Clerk to read it out which was "That the council does not vote on this matter but that it go to the next Council Meeting when the date of the Annual Meeting can be determined". A vote was held and 8 Councillors voted for the proposal, 1 Councillor voted against and 2 Councillors abstained. The Chairman confirmed that this would be on the Agenda for the next Council Meeting on 30th July 2020.

1566/20 **Councillor Ward Matters**

- i. Councillor Hayes said he had nothing to report
- ii. Councillor Redmond said that a privet hedge was hanging over into a his next door neighbour's garden. Councillor Redmond was asked to email the property address to the Clerk.
- iii. Councillor C Walmsley said he had nothing to report
- iv. Councillor Maudling referred to the weekend when pubs opened for the first time and that two in town had been packed but the Police instructions were only to take note and put it on file for when the licence came up.
- v. Councillor Maudling said that he was aware that a meeting was going on in town to hold a 2/3 day festival
- vi. Councillor Hayes said that Wilkos shop was no longer supplying hand sanitiser for customers entering/leaving the shop. Councillor Maudling said he would have a word with the manager
- vii. Councillor E Dinsdale said there were weeds all around Corkickle and asked if the Council could get something together with its partners to try to sort this out. He did not think it was enough to just spray the weeds. The Clerk said if he could identify the worst areas in Corkickle the Council's Ranger could be asked to do something. Councillor Dinsdale confirmed that he would do this.
- viii. Councillor G Dinsdale said there was a safety issue with a Home Group owned property on Irt Avenue relating to trees in the garden. The Chairman said he had spoken to a lady in Home Group in Whitehaven and had found her really helpful and that he would pass her contact details to Councillor G Dinsdale.
- ix. Councillor Gill thanked the Council's partners for the flower tubs at the cenotaph at Hensingham and asked that his thanks be passed on.

- x. Councillor Gill said that the weeds had got worse on Rutland Avenue and right over the estate.
- xi. Councillor Gill moved a vote of thanks to Councillor Hayes, Robin Gorley and the Chairman for bringing the Council's building up to scratch.
- xii. Councillor Rayson referred to parking on the estate and the state of the roads and litter which was mainly due to late collections which was understandable.
- xiii. Councillor Rayson said that there was a litter pick in the Hillcrest area organised by Council Alan Forster on 18th July 2020
- xiv. Councillor Rayson said that Thornton Road had been reported because of the potholes and the road was still bad. She said there was a lack of engagement with the County Councillor for the area and asked Councillor O'Kane as CBC Councillor for Hillcrest if a meeting could be arranged to discuss the state of the estate. The Chairman said that there was CCC money earmarked for the Hillcrest estate.
- xv. Councillor Rayson said the roads were in a bad state of repair due to contractors going up and down while carrying out alterations to Jericho school. Also work had been starting at 7.00am in the morning for the last 18 months..
- xvi. Councillor Rayson said she had concerns about the Whitehaven Academy building and requested that a meeting be set up between herself, the Chairman the Estates Manager from the Cumbria Education Trust and the Project Manager so that if any issue arises they can be addressed quickly.
- xvii. Councillor Rayson said she was making a personal request to all Councillors to stop arguing and having slanging matches on social media and asked that nobody tag her to anything on facebook. She said everyone need to have a bit more respect for each other. She said it doesn't look good that we're all arguing in public and that there were ways of talking to people rather than arguing on social media. She said that if anyone has a problem then get in touch with people professionally and in a civil manner She said it wasn't nice to see and it was upsetting for people's families as it gets quite aggressive at times. She said please please can people stop the media arguments.
- xviii. Councillor O'Kane referred to the state of the harbour and said some parts were beautiful and some parts were a disgusting mess
- xix. Councillor O'Kane referred to the problem of staff parking at West Cumbria Hospital and thought that the Council should have a view on this.

1567/20 **Date of Next Meeting**

The date of the next Council Meeting will be 30th July 2020

The Meeting closed at 7.50

Chairman

WTC 30/07/2020

Item 5

Planning Application for Consideration by Whitehaven Town Council

<u>Application Number</u>	<u>Detail</u>
CH/4/20/2224/OC1	APPLICATION FOR PERMISSION FOR RELEVANT DEMOLITION IN A CONSERVATION AREA OF TWENTIETH CENTURY SIDE ADDITION TO UNION HALL UNION HALL, SCOTCH STREET, WHITEHAVEN
CH/4/20/2227/OF1	REMOVAL OF INTERNAL WALLS & CHIMNEY BREAST; WALLS TO BE DRY LINED & PLASTERED; DIG UP EXISTING FLOOR TO INSTALL UNDERFLOOR HEATING & NEW CONCRETE SUB FLOOR; REPLACE EXISTING CEILING JOISTS, REPLACE BOTH EXTERNAL DOORS; REPLACE KITCHEN WINDOW; REPAINT EXTERIOR OF PROPERTY BASEMENT FLAT, 9 OAKBANK, WHITEHAVEN
CH/4/20/2228/OL1	LISTED BUILDING CONSENT FOR REMOVAL OF INTERNAL WALLS & CHIMNEY BREAST; WALLS TO BE DRY LINED & PLASTERED; DIG UP EXISTING FLOOR TO INSTALL UNDERFLOOR HEATING & NEW CONCRETE SUB FLOOR; REPLACE CEILING JOISTS; REPLACE BOTH EXTERNAL DOORS; REPLACE KITCHEN WINDOW; REPAINT EXTERIOR OF PROPERTY BASEMENT FLAT, 9 OAKBANK, WHITEHAVEN
CH/4/20/2230/OF1	ERECTION OF TWO BUILDINGS TO PROVIDE NINE SELF CONTAINED INDUSTRIAL/COMMERCIAL UNITS TO BE USED IN A VARIETY OF B1, B2 & B3 USES, CAR PARKING, ACCESS AND ASSOCIATED WORKS LAND AT SNECKYEAT INDUSTRIAL ESTATE, HENSINGHAM, WHITEHAVEN
CH/4/20/2232/OF1	SINGLE STOREY REAR EXTENSION 3 WINDSOR COURT, WHITEHAVEN
CH/4/20/2238/TPO	CROWN LIFTING OF A SYCAMORE TREE SITUATED WITHIN A CONSERVATION AREA 3 CORKICKLE, WHITEHAVEN
CH/4/20/2239/TPO	CROWN LIFTING OF 2 BEECH TREES & 1 SYCAMORE TREE AND FELLING OF 1 SYCAMORE TREE SITUATED WITHIN A CONSERVATION AREA 10 CORKICKLE, WHITEHAVEN

<u>Application Number</u>	<u>Detail</u>
CH/4/20/2244/0F1	TWO STOREY SIDE EXTENSION TO EXISTING END OF TERRACE HOUSE, INCLUDING DEMOLITION OF EXISTING DETACHED GARAGE WITHIN BOUNDARY 38 JERICHO ROAD, WHITEHAVEN
CJH/4/20/2179/0F1	Consultation on Amended Plans for: RESIDENTIAL DEVELOPMENT FOR 8 DWELLINGS PLUS ASSOCIATED INFRASTRUCTURE AND LANDSCAPING (PHASE 4) THE MOUNT, WHITEHAVEN
CH/4/20/2248/0F1	TWO STOREY SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION 26 STANDINGS RISE, WHITEHAVEN
CH/4/20/2249/0F1	GARAGE CONVERSION AND PROPOSED DETACHED GARAGE 1 JULIA DRIVE, SANDWITH, WHITEHAVEN
CH/4/20/2253/TPO	FELLING AND REMOVAL OF A DEAD HOLLY TREE SITUATED WITHIN A CONSERVATION AREA LYNDHURST, 3 VICTORIA TERRACE, WHITEHAVEN
CH/4/20/2258/0F1	DEMOLITION OF EXISTING NON-THERMALLY INSULATED EXTENSIONS; NEW FRONT, REAR & SIDE EXTENSIONS; BALCONY AT FIRST FLOOR ON SOUTH ELEVATION SHENANDOAH, 4 HARRAS DYKE, WHITEHAVEN
CH/4/20/2251/0O1	OUTLINE APPLICATION (WITH ALL MATTERS RESERVED) FOR A SINGLE DWELLING LAND AT 1 SOUTH ROW, WHITEHAVEN
CH/4/20/2254/0L1	LISTED BUILDING CONSENT FOR DEMOLITION OF THE TWENTIETH CENTURY SIDE ADDITION TO UNION HALL UNION HALL, SCOTCH STREET, WHITEHAVEN
CH/4/20/2266/0F1	REPLACEMENT FRONT PORCH 30 QUEENS CLOSE, WHITEHAVEN
CH/4/20/2270/0F1	SIDE EXTENSION 20 THE CREST, WHITEHAVEN
CH/4/20/2277/0F1	REMOVAL OF SECTIONAL GARAGE TO BE REPLACED WITH A BLOCK BUILT GARAGE 43 BRANSTY ROAD, 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 23rd July 2020. This shows a balance of £402,568.44. There are however cheques to the value of £1,757.10 still to be presented and cleared.
- 2.2 The balance in the deposit account is £294,431.97.

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.

Invoices for Consideration by Whitehaven Town Council

Date	Supplier	Category	Detail	Total Amount	Power	Transaction
19/05/2020	Copeland Borough Council	Events	Planting of NHS Badge Bed	£ 180.00		\$144 LGA 1972
26/05/2020	H B O'Kane	Contingencies	External Wireless Doorbell for 148 Queen Street	£ 22.99		\$111 LGA 1972
09/06/2020	H B O'Kane	Contingencies	Internal Shop Doorbell for 148 Queen Street	£ 24.00		\$111 LGA 1972
04/07/2020	Water Plus Limited	Premises	Water and wastewater bill - 148 Queen Street - 05.08.2019 to 11.06.2020	£ 413.69		\$23 Allotments Act 1908
08/07/2020	Copeland Borough Council	Employees & Allowances	Parks & Open Spaces Ranger Contract - July 2020	£ 3,247.92		\$111 LGA 1972
08/07/2020	Copeland Borough Council	Employees & Allowances	Parks & Open Spaces Assistant Ranger Contract - July 2020	£ 2,149.00		\$111 LGA 1972
08/07/2020	Copeland Borough Council	3rd Party	Grass Cutting Contract - July 2020	£ 1,892.65		\$111 LGA 1972
08/07/2020	CALC	3rd Party	Allotment & Pigeon Loft Maintenance Contract - July 2020	£ 696.53		\$23 Allotments Act 1908
15/07/2020	Cumbria Media	Supplies & Services	Pro Zoom Subscription for 12 months	£ 94.08		\$144 LGA 1572
15/07/2020	Cumbria Media	Supplies & Services	Technical Support for Zoom Meeting, Webiste maintenance Job No's 309 -317	£ 190.00		\$111 LGA 1972
				£ 8,910.86		

WHITEHAVEN TOWN COUNCIL

CASH BOOK FROM 1.APRIL 2020

APPENDIX 2

Date	Ref	Payee	Employee Allowances	Premises	Supplies/ Services	3rd Party Grants	Allotments Market	Commun Ground	Civic	Hospitality	Ranger/SO	W.I.B	Ward Grants	Elections	Environmental Improvements	Events	Contingencies	Reserves	Net Total	VAT	Total	Min. Ref.
01/04/2020	877	Copeland Borough Council	10880.00																10,880.00		£ 10,880.00	D.A.D'S/7
06/04/2020	BACS	Mrs V Gorley											270.00						270.00		£ 270.00	Ward Grant
15/04/2020	878	HMRC	2015.05										617.82						2,019.05	123.56	£ 2,142.61	Ward Grant
15/04/2020	BACS	Staff	4400.55																4,400.55		£ 4,400.55	HMRC
15/04/2020	BACS	Cumbria LGPS	693.24																693.24		£ 693.24	1493/19
15/04/2020	879	JM Skips				1640.00													1,640.00		£ 1,640.00	631/17 (i)
17/04/2020	BACS	Mir Hugh Brian O'Kane											240.00						240.00		£ 240.00	Ward Grant
17/04/2020	BACS	Mir Hugh Brian O'Kane											239.40						239.40		£ 239.40	Ward Grant
17/04/2020	BACS	Aborn Packs Ltd											1600.00						1,600.00		£ 1,600.00	Ward Grant
20/04/2020	DD	BT Group			82.40														82.40		£ 82.40	Contract
20/04/2020	BACS	Thomas Graham & Sons Ltd											997.50						997.50		£ 997.50	Ward Grant
21/04/2020	BACS	Thomas Graham & Sons Ltd											1440.00						1,440.00		£ 1,440.00	Ward Grant
24/04/2020	BACS	Thomas Graham & Sons Ltd											288.00						288.00		£ 288.00	Ward Grant
01/05/2020	DD	CF Corporate			340.00														340.00		£ 340.00	Contract
01/05/2020	880	Mrs V Gorley			39.96														39.96		£ 39.96	Contract
01/05/2020	BACS	Mir Des Horner										450.00							450.00		£ 450.00	Contract
01/05/2020	BACS	Online Systems Northern Ltd			210.00														210.00		£ 210.00	Contract
01/05/2020	881	Zurich Municipal			3230.39														3,230.39		£ 3,230.39	Contract
01/05/2020	BACS	Cumbria Media			116.00														116.00		£ 116.00	Contract
01/05/2020	882	CALC			1842.93														1,842.93		£ 1,842.93	Contract
01/05/2020	BACS	Mrs J Hartley				250.00													250.00		£ 250.00	Contract
06/05/2020	BACS	Thomas Graham & Sons Ltd											210.00						210.00		£ 210.00	Ward Grant
06/05/2020	BACS	Xtreme Fitness											1000.00						1,000.00		£ 1,000.00	Ward Grant
15/05/2020	BACS	Staff	4400.15																4,400.15		£ 4,400.15	1493/19
15/05/2020	BACS	Cumbria LGPS	693.24																693.24		£ 693.24	631/17 (i)
15/05/2020	883	HMRC	2019.45																2,019.45		£ 2,019.45	HMRC
15/05/2020	BACS	St Benedicts Rugby Union Club											800.00						800.00		£ 800.00	Ward Grant
19/05/2020	DD	BT Group			73.30														73.30		£ 73.30	Contract
01/06/2020	884	Copeland Borough Council																	597.00		£ 597.00	Ward Grant
01/06/2020	885	Copeland Borough Council									2706.60								2,706.60		£ 2,706.60	Ward Grant
01/06/2020	886	Copeland Borough Council									1790.83								1,790.83		£ 1,790.83	Ward Grant
01/06/2020	887	Copeland Borough Council																	580.44		£ 580.44	Ward Grant
01/06/2020	888	Copeland Borough Council						1577.21											1,577.21		£ 1,577.21	Ward Grant
01/06/2020	889	Copeland Borough Council																	65.40		£ 65.40	Ward Grant
01/06/2020	890	Mrs V Gorley			3.04														3.04		£ 3.04	Contract
01/06/2020	891	Copeland Borough Council																	65.40		£ 65.40	Ward Grant
01/06/2020	892	Copeland Borough Council									1790.83								1,790.83		£ 1,790.83	Ward Grant
01/06/2020	893	Copeland Borough Council																	2706.60		£ 2,706.60	Ward Grant
01/06/2020	894	Copeland Borough Council																	580.44		£ 580.44	Ward Grant
01/06/2020	895	Copeland Borough Council																	1577.21		£ 1,577.21	Ward Grant
01/06/2020	896	Midshire			188.45														188.45		£ 188.45	Ward Grant
01/06/2020	BACS	Cumbria Media			48.00														48.00		£ 48.00	Contract
01/06/2020	BACS	Mrs V Gorley																	120.68		£ 120.68	Contract
01/06/2020	BACS	Thomson Electrical																	1859.00		£ 1,859.00	Ward Grant
01/06/2020	BACS	Carlisle City Fire Protection																	500.00		£ 500.00	Ward Grant
01/06/2020	897	Clr. Chris Hayes																	29.92		£ 29.92	Ward Grant
05/06/2020	BACS	Thomas Graham & Sons Ltd																	4400.35		£ 4,400.35	Ward Grant
15/06/2020	BACS	Staff	4400.35																4,400.35		£ 4,400.35	Ward Grant
15/06/2020	BACS	Cumbria LGPS	693.24																693.24		£ 693.24	631/17 (i)
15/06/2020	898	HMRC	2019.25																2,019.25		£ 2,019.25	HMRC
17/06/2020	BACS	Mir C Walmsley																	264.00		£ 264.00	Ward Grant
19/06/2020	DD	BT Group																	68.78		£ 68.78	Contract
22/06/2020	BACS	Thomas Graham & Sons Ltd																	216.00		£ 216.00	Ward Grant
24/06/2020	BACS	Always Another Way Cumbria																	2000.00		£ 2,000.00	Ward Grant
25/06/2020	BACS	Wirehouse Residents Group																	336.00		£ 336.00	Ward Grant
25/06/2020	BACS	The Copeland Veterans Group																	1000.00		£ 1,000.00	D.A.D'S/15
29/06/2020	BACS	Rosehill Youth Theatre																	2000.00		£ 2,000.00	Ward Grant
30/06/2020	BACS	R G Redmond																	846.98		£ 846.98	Ward Grant
30/06/2020	BACS	R G Redmond																	60.00		£ 60.00	Ward Grant
30/06/2020	BACS	Thomas Graham & Sons Ltd																	392.00		£ 392.00	Ward Grant
30/06/2020	BACS	M Thomson Electrical Ltd																	265.00		£ 265.00	Ward Grant
30/06/2020	BACS	C-Armstrong Removals																	415.50		£ 415.50	Ward Grant
02/07/2020	BACS	Rentokil Initial																	825.00		£ 825.00	Ward Grant
06/07/2020	BACS	Thomas Graham & Sons Ltd																	35.00		£ 35.00	Ward Grant
09/07/2020	BACS	R G Redmond																	50.80		£ 50.80	Ward Grant
13/07/2020	BACS	Mrs J Hartley			1.68														1.68		£ 1.68	Ward Grant
13/07/2020	899	All Clean Window Cleaning																	15.00		£ 15.00	Ward Grant

INCOME 2020-21

Date	Item	Precept	Interest	Other
07.04.2020	HMRC - VAT Refund March			1395.38
15.04.2020	Allotment Rents 2020/2021			570.00
17.04.2020	Allotment Rents 2020/2021			80.00
22.04.2020	2020/2021 Precept	437769.52		
01.05.2020	Allotment Rents 2020/2021			100.00
15.05.2020	Allotment Rents 2020/2021			60.00
29.05.2020	Allotment Rents 2020/2021			120.00
04.06.2020	Hanging Basket Contribution			50.00
05.06.2020	Allotment Rents 2020/2021			70.00
22.06.2020	Allotment Rents 2020/2021			20.00
12.06.2020	HMRC - VAT Refund May			3574.04
13.07.2020	Allotment Rents 2020/2021			30.00
23.07.2020	NNDR Refund			211.16
23.07.2020	Allotment Rents 2020/2021			450.00

437769.52	0.00	6730.58	444500.10
------------------	-------------	----------------	------------------

**WHITEHAVEN TOWN COUNCIL
SUMMARISED INCOME & EXPENDITURE STATEMENT
FINANCIAL YEAR 2020-21**

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

BANK BALANCES BROUGHT FORWARD

CBS 53905917 (01.04.2020)	55,942.04
CBS 53906216 (01.04.2020)	297,911.86
TOTAL OPENING BALANCE	£ 353,853.90

INCOME:

Precept	437,769.52
Interest	
Other Income	6,730.58
TOTAL INCOME	£ 444,500.10

EXPENDITURE

Employees & Allowances	28464.48
Premises	11076.20
Supplies/Services	6390.88
3rd Party	250.00
Grants	1000.00
Allotments	3476.92
Christmas	#REF!
Markets	0.00
Community Plan	0.00
Ground Maintenance	4731.63
Civic Hospitality	0.00
Ranger	13492.29
Whitehaven In Bloom	3440.68
Ward Grants	14474.92
Elections	0.00
Environmental Improvements	191.85
Events	0.00
Contingencies	5775.37
Reserves	0.00
VAT (to be reclaimed)	6865.58
TOTAL EXPENDITURE	£ 99,630.80

CASH BOOK BALANCE

Brought forward	£ 353,853.90
Income	£ 444,500.10
Expenditure	£ 99,630.80
Town Council Funds	£ 698,723.20

BANK BALANCES

CBS 53905917 (23/07/2020)	402,568.44
CBS 53906216 (23/07/2020)	297,911.86
	£ 700,480.30

Unpresented Cheques 2020/2021

1,757.10

FINANCIAL POSITION

£ 698,723.20

PROPOSAL TO HOLD AN ANNUAL MEETING

Purpose of the Report

To consider a proposal put forward by Councillor E Dinsdale to hold an Annual Meeting.

1.0 INTRODUCTION

- 1.1 At the Council Meeting on 10th July 2020 Councillor E Dinsdale put forward a proposal under Standing Order No 5 and Point 2 of the Delegated Authority Policy to request that an Annual Meeting be held on 30th July 2020 to appoint a Chairman and Vice Chairman. This was seconded by Councillor G Dinsdale.
- 1.2 The Clerk informed the Council that this could not be discussed as it was not on the Agenda and it was agreed that it would be put on the Agenda for the next Council Meeting.

2.0 RECOMMENDATION

- 2.1 That Members discuss the proposal of Councillor E Dinsdale and decide whether or not to hold an Annual Meeting to appoint a Chairman and Deputy Chairman.

REQUEST TO USE A ROOM IN COUNCIL OFFICE

Purpose of the Report

To consider a request from the Copeland Talking Newspaper to use the unoccupied room on the ground floor of the Council Offices and to determine the request.

1.0 INTRODUCTION

- 1.1 A request has been received from The Copeland Talking Newspaper which is a registered charity to use the vacant room on the ground floor in the Council's office one day a week for their team of volunteers to read and record excerpts from the Whitehaven News and then download the recording onto USB memory sticks and put them into Freepost pouches to be sent out to people in the community who are blind or whose sight is impaired.

Every week a total of approx. 100 - 150 USB memory sticks are sent out.

- 1.2 The objects of the registered charity are to relieve the blind or those partially sighted which makes reading a strain by the provision of the recorded tapes.
- 1.3 The Copeland Talking Newspaper occupied the same room free of charge for a number of years when the Whitehaven News owned and was in occupation of the building and continued to occupy the room for a while after the Whitehaven News had vacated the building.
- 1.4 The Copeland Talking Newspaper for the Blind then moved to a room above the West Cumbria Society for the Blind Centre on Lowther Street, Whitehaven. However, this is not altogether satisfactory as they are in a small room on the first floor of the building which is accessed by a steep staircase which is proving problematic for some of the volunteers.
- 1.5 To run the operation the Copeland Talking Newspaper would need to install recording equipment into the office which would remain there. This would mean that the room could not be used for formal meetings etc by anyone else.

1.6 The hours of operations are as follows:-

- From 8:30am to 10:30am – Team of 2/3 volunteers sorting out the memory sticks and wiping them clean;
- From 5:30pm to 8:00pm – Team of 1 presenter and 1 technician and then 2/4 readers;
- From 8:00pm to 9:00pm – Team of 2 volunteers downloading recordings onto memory sticks and putting them into the Freepost pouches to be delivered to the Sorting Office the next morning.

1.7 The Copeland Talking Newspaper have indicated that they would be prepared to take the room as it is and paint it themselves. They would also have to be responsible for producing a risk assessment and adhering to government advice/regulations on how to safeguard the volunteers and would be required to provide any necessary screens or other protective equipment for the volunteers.

1.8 The room can be accessed from a side door on Roper Street and access through the Council reception area would not therefore be necessary. A number of side door keys would have to be given to nominated keyholders. At the end of the day the building would need to be checked, locked and the alarm set.

1.9 Access to the toilets would also be required.

2.0 RECOMMENDATION

2.1 It is recommended that Members consider the request to use the office in the Council Offices by The Copeland Talking Newspaper one day every week.

FOOTWAY LIGHTING

Purpose of the Report

To inform Members on the present position with regards to street lighting and it is recommended that CALCs advice be followed.

1.0 INTRODUCTION

- 1.1 In late 2019 the Council received a letter from Copeland Borough Council regarding the transfer of footway lighting to Town and Parish Councils (Appendix 1).
- 1.2 Members will recall that at the Extraordinary Council Meeting on 16th January 2020 a report on consultation information received from Copeland Borough Council about the transfer of footway lighting to Town and Parish Councils was discussed and it was agreed that CALCs advice be followed and that no action be taken at that time and that the Clerk complete and submit the consultation questions to Copeland Borough Council (minute 1502/20 attached at Appendix 2 refers).
- 1.3 In early July 2020 CALC sent an email enclosing a questionnaire and recommended that the Council return the completed questionnaire to Copeland Borough Council with advice on how to answer some of the questions. This questionnaire was duly completed and returned to Copeland Borough Council in accordance with that advice (Appendix 3 refers).
- 1.4 NALC were asked for advice on this matter by CALC (see Appendix 4) and it appears that:-
 - A Parish or Town Council has a power, but not a duty to light any highway except a special road and also has a power but not a duty to contribute to the cost of any person providing lighting;
 - There is no requirement for a Parish or Town Council to contribute to the cost of electricity for footway lighting unless it agrees to do so;
 - A principal authority can stop lighting the footway as it is only a power for that authority and not a duty to light the footway. Any claims for accidents on an unlit footpath

could not be made against either the principal authority or a Parish or Town Council as acting under a power does not create the liability – only a duty creates a liability. But if a principal authority had made a decision to light an area a court would have to decide whether the principal authority behaved reasonably in stopping lighting the area (Judicial Review);

- Parish or Town Councils can agree to contribute towards the costs of footway lighting but it would have to be by agreement and equally the Borough Council can stop providing footway lighting as it is not a statutory duty.

1.5 Members will see from the reply sent to Copeland Borough Council by CALC on 15th July 2020 (Appendix 5 refers) that they feel that parishes cannot make an informed decision as:-

- The maps provided are inaccurate;
- Copeland Borough Council has not provided good data for electricity costs, maintenance costs, likely lifetime of the asset or replacement costs.

They have suggested that the time for Copeland Borough Council to approach the Town and Parish Councils is when Copeland Borough Council have upgraded the footway lighting to LED, have had electricity safety tests completed and when good data for electricity, maintenance, installation and decommissioning cost has been provided.

2.0 RECOMMENDATION

2.1 That the Council follow CALCs advice on footway lighting contained in paragraph 1.5 above and take no action on this until Copeland Borough Council has provided detailed information.



Copeland Borough Council
The Copeland Centre
Catherine Street, Whitehaven
Cumbria, CA28 7SJ

Tel: 01946 598300
Email: info@copeland.gov.uk
Web: www.copeland.gov.uk
Twitter: @copelandbc

Proud of our past. Energised for our future.

Confidential

Mrs Marlene Jewell
Whitehaven Civic Hall
Whitehaven
CA28 7SH

Dear Mrs Jewell

Footway Lighting

In 2015 Copeland Borough Council's Executive reviewed its policy position regarding footway lighting across Copeland and recognised that the Council could not continue to maintain the current level of footway lights within existing revenue budgets and therefore a phased withdrawal of footway lighting was initiated. We continue to work with partners and private land owners to manage the transfer of our footway lights third parties – this includes those located in a highway location where the responsibility for street lighting may rest with Cumbria County Council. In addition, Copeland Borough Council agreed to continue to facilitate requests for new lights, but only on the basis that all capital and revenue costs are wholly funded by a third party such as a Town / Parish Council or Housing Association.

Owing to continued budgetary constraints, and in advance of further discontinuing lights within your area, we wish to engage with Town & Parish Councils in early 2020 to ask you to consider accepting the responsibility for all or some of the remaining footway lights within your boundary area, and to give this matter consideration when preparing and setting your budgets for 2020/21. The range of different types of footway lighting do make it difficult to accurately predict the annual costs for each footway lighting asset, however, we estimate that a minimum budget of £146 per light should be allocated to meet the costs of electricity, and basic repairs. This excludes any significant repairs, upgrading or replacement costs that may be required in the future.

Please find attached a breakdown of footway lights within each Town / Parish Council boundary area for your consideration. We believe that there also is scope to prioritise and reduce the number of lights in each area and would be pleased to engage with you and other third parties to discuss this matter further.

Should you require further information please do not hesitate to contact our Open Spaces Officer, Clare Taylorson on 01946 593031 or e-mail: openspaces@copeland.gov.uk

I look forward to receiving your response after consideration of this matter.

Mike Starkie
Elected Mayor of Copeland

Confidential



Proud of our past. Energised for our future.

Footway Lighting Summary

Parish Council	Estimated Footway lighting number
Arlecdon & Frizington	83
Beckermet	10
Bootle	42
Cleator Moor	67
Distington	68
Drigg & Carleton	29
Egremont	71
Ennerdale & Kinniside	3
Eskdale	11
Gosforth	8
Haile	4
Irton with Santon	5
Lamplugh	22
Lowca	13
Lowside Quarter	13
Millom	144
Millom Without	28
Moresby	21
Muncaster	14
Parton	22
Ponsonby	9
Seascale	38
St Bee's	50
Waberthwaite	8
Waddicar	16
Whicham	23
Whitehaven	55
Total	877

14/01/2020

Dear Mrs Jewell,

Footway Lighting Consultation

I would like to thank the many Town and Parish Councils who have responded to our recent letter in which we asked you to consider accepting responsibility for all or some of the footway lighting in your area.

As far back as 2013 the Copeland Borough Council's Executive reviewed our footway lighting policy and it was recognised that the Council could not continue to maintain the current level of footway lights within existing revenue budgets. This position remains unchanged but clearly the time has arrived to accelerate progress and work collaboratively on the transition and implementation of the policy. With input and support from our partners, including Town and Parish Councils, there is now an opportunity for us to consult and engage with you and others to work in partnership to develop a sustainable solution for footway lights.

I acknowledge that many of you have expressed concern about the lack of time for you to give this matter your full consideration prior to the current round of budget setting. I apologise for any confusion which may have arisen and confirm that we wish to engage with you this year to allow time for your budget setting in 2021/22. We would however welcome discussion on any opportunities that may be possible prior to this.

In response to the contact received so far I enclose further information on footway lights along with a map for your area.

Once you have the opportunity to consider this matter I invite you to use the enclosed consultation feedback form and return this to our Parks & Open Spaces team direct at openspaces@copeland.gov.uk

Should you require further information please do not hesitate contact our Open Spaces Officer, Clare Taylorson on 01946 593031 or e-mail: openspaces@copeland.gov.uk

I look forward to receiving your feedback.

Sarah Pemberton
Director of Corporate Services and Commercial Strategy
Monitoring Officer

Encl.
Footway Lighting Information
Maps and Inventory
Footway Lighting Consultation Feedback Form

shelters at Mirehouse and Sneckyeat Road. All permissions had been received but following the vandalism to the new bus shelter opposite Thornton Road quotes had been sought from suppliers for the provision of 3 bus shelters which would be more vandal proof. Following a discussion and consideration of the quotes received it was proposed by Councillor Gill and seconded by Councillor Roberts that ACE Shelters be appointed to provide the 3 new bus shelters and it was unanimously.

RESOLVED – That ACE Shelters be appointed for the provision of the 3 new shelters

IN PRIVATE

1501/20 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.

1502/20 **Footway Lighting**

The Council discussed consultation information received from CBC about the transfer of footway lighting to Parish and Town Councils and the advice received from CALC which had been sent to all Parish and Town Councils. The Council had reservations about this matter and it was proposed by Councillor Gill and seconded by Councillor O’Kane that no action be taken at this time; that CALC’s advice be followed; and that the Clerk complete and submit the consultation questions to CBC. It was unanimously

RESOLVED – That no action be taken at this time; that CALC’s advice be followed and that the Clerk complete and submit the consultation questions to CBC.

1503/20 **Request for Funding for Christmas Activities**

Councillor Maudling and Councillor Rayson had both declared an interest in this item and left the room during the consideration and decision of the item.

Further to Minute 1495/19 advice had been received from CALC which the Clerk read out to the Council. Following a discussion it was proposed by Councillor Gill and seconded by Councillor Hayes that an amount of £2711.20 be

Footway Lighting Consultation

In December 2019, the Elected Mayor of Copeland wrote to all Town and Parish Councils to ask them to consider taking responsibility for footway lighting in their areas. Once you have had the time to consider this matter, we invite you to complete the following feedback form. We will use the information received to develop proposals based on the feedback received and the opportunities that may emerge.

1. Do you currently manage, maintain or fund any footway lighting?

NO

2. The majority of our footway lighting will have been installed many years ago and the environment that they now serve may have changed. Are you aware of any lights that may no longer be required? (For example locations where there is little or no foot traffic, those serving redundant buildings or private properties, or those in locations already served by adjacent highway "street" lighting,)

NO

3. We believe that there are many footway lights that serve highway locations and could be better managed as part of a larger network of street lighting. We will soon be arranging to discuss this opportunity with Cumbria County Council who manage "street" lighting across the County. Do you agree with this assessment and would you be willing to work with CBC to identify and prioritise such lights your area? (Note that if such a transfer could be achieved this opportunity could significantly

reduce the number of footway lights that would need to be funded in each area).

NO

4. In order to consider taking on responsibility for footway lighting in your area would you prefer to have full responsibility for the assets or to work in partnership with us where we continue to manage and administer the lights but you prioritise and fund the annual revenue costs, including any significant repairs or upgrading works as they emerge?

NO ANSWER AT THIS STAGE

5. In the unlikely event that you decide you will be unable to consider taking on any responsibility for footway lights or fund the costs, please use the space below to propose any alternative funding or management solutions?

NO ANSWER AT THIS STAGE

6. Copeland Borough Council is actively working to transfer the responsibility for footway lighting located on land owned by a third party to the relevant land owner. Are you aware of any lights in this category that we should include?

NO

7. Do you have any other comments or suggestions on the management, maintenance or funding of footway lighting?

No

Thank you for taking the time to complete this feedback form. You can e-mail your responses to openspaces@copeland.gov.uk

Whitehaven Town Council

From: Shaw, Chris <Chris.Shaw@cumbria.gov.uk>
Sent: 15 July 2020 17:29
To: Cumbria Association, of Local Councils
Cc: Cumbria Association, of Local Councils
Subject: Copeland Footway Lights
Attachments: Footway Lights Copeland July 2020.doc

To the clerks town and parish councils in Copeland

I contacted you last concerning this issue on the 9th July 2020 when I said that the Calc Copeland Executive had met and we were advising that you completed in part the questionnaire Copeland borough council had sent you.

Following the meeting a letter was drafted to CBC. It has now been agreed by the executive and is attached for your information

Further we asked Nalc for advice on three issues as below:
Whether

- i) CBC can legally enforce the transfer of the responsibility for the footway lights listed onto the parishes?
- ii) CBC could unilaterally pass the cost to parishes without their agreement?
- iii) There is a legal requirement to provide a footway light, whose responsibility is it (borough or parish), and would there be a legal liability in the case of a footpath accident occurring at a previously well-lit area if a footway light was removed?

We have now had their response which reads:

"The issue in this request is whether the District Council can unilaterally pass the cost of electricity for footway lighting in the parish onto a Parish Council.

Section 3 of the Parish Councils Act 1957 gives a Parish Council a power, but not a duty, to light any highway (except a special road). The powers include contracting for electricity for the lighting (section 3(1)(c)). Further, section 6 of the 1957 Act permits a Parish Council to contribute to the cost of any person providing lighting. Thus a Parish Council has the ability to provide electricity for lighting highway lighting or to contribute to the cost of such lighting provided by another, including a principal authority. However, this power is limited to footway lighting as the provision of road lighting is restricted to the Highway Authority. Section 101 of the Local Government Act 1972 permits a local authority to arrange for any of its functions to be done by another authority (provided that function is not an executive function of either authority). But this arrangement needs to be agreed between the parties.

As can be seen from the above there is no requirement for a Parish Council to contribute to the cost of electricity for footway lighting unless it agrees to do so.

The principal authority can stop lighting the footway lamps as it is only a power for that authority and not a duty. If a person has an accident on an unlit highway they would not have a claim against either the Parish Council or the principal authority as a power does not create a liability, only a duty creates a liability. However, as the principal authority had made the decision to light an area a court would have to decide whether the principal authority behaved reasonably in stopping lighting the area (the Judicial Review test)."

You can see from the above that parish council's can agree to contribute to the costs but it would be by agreement and equally the district council can stop providing footway lighting given that it is not a statutory duty

You now know the CALC view and we shall provide you with any meaningful information we receive for CBC

Regards

Chris (CALC Copeland Liaison Officer)

This e-mail contains confidential information (which may also be legally privileged) and is intended solely for the use of the intended named recipient. If you are not the intended recipient you may not disclose, copy, distribute or retain any part of this message or its attachments. If you have received this message in error please notify the originator immediately by using the reply facility in your e-mail software. Incoming and outgoing emails may be monitored in line with current legislation. All copies of the message received in error should be destroyed. Any views or opinions expressed are solely those of the original author. This email message has been scanned for viruses, and declared to be virus free at the point of exit from Cumbria County Council's network. <http://www.cumbria.gov.uk/>

Cumbria Association of Local Councils

James /Sarah

I am writing further to our discussion on the 1st July 2020 and following a meeting of the Calc Copeland executive

The executive agreed that a note should be circulated to the parishes asking them to respond in part to your questionnaire. (The message is attached)

As you will understand from our discussions we have a number of serious concerns about your proposed actions

We accept that a district council has no statutory duty to provide footway lighting and likewise a local council has no such duty.

However there are a number of issues that require serious consideration and they are dealt with below.

a) At present with costs being met by the district council an element will come from the business rates collected and which form part of the district council's income. Your proposal places the whole cost on the domestic ratepayer. This is unfair and your views as how a contribution from business rate payers can be distributed to the parishes or how a reduction in the cost to the parishes can be calculated will be welcomed.

b) We accept that the ability of full council to influence policy under the Elected Mayor constitution is limited but you will be aware that many district councillors consider your proposals to be a mistake. We note that the only agreed policy on footway lighting taken by full council was a number of years ago when it was accepted that the cost of any new footway lights would have to be met by local councils. These proposals require the endorsement of all councillors and as such a new policy should come before full council.

c) We believe you are ignoring the significant road and pedestrian safety aspects of many of the lights. We know that they are classed as footway lights but large numbers are at the roadside. We would ask that the district council and the county council should bring forward an agreed schedule to cover all lights (Footway and Highway) and then re-consider whether they are properly classified before looking to the parishes for payment. There must be the appropriate risk assessments which recognises the duty of care they have established for the people who now rely on the lights for their safety.

d) At present parishes cannot make an informed decision. We know that the maps provided are inaccurate. The district council have not provided good data for electricity costs, maintenance costs, likely lifetime of the asset, replacement costs. The time to approach parishes is when they have been remediated i.e upgraded to LED and with their electricity safety test completed and when good data for electricity, maintenance and decommissioning costs is provided.

REQUEST FOR A LITTER BIN

Purpose of the Report

To consider a request for a litter bin at Beck Bottom, Whitehaven.

1.0 INTRODUCTION

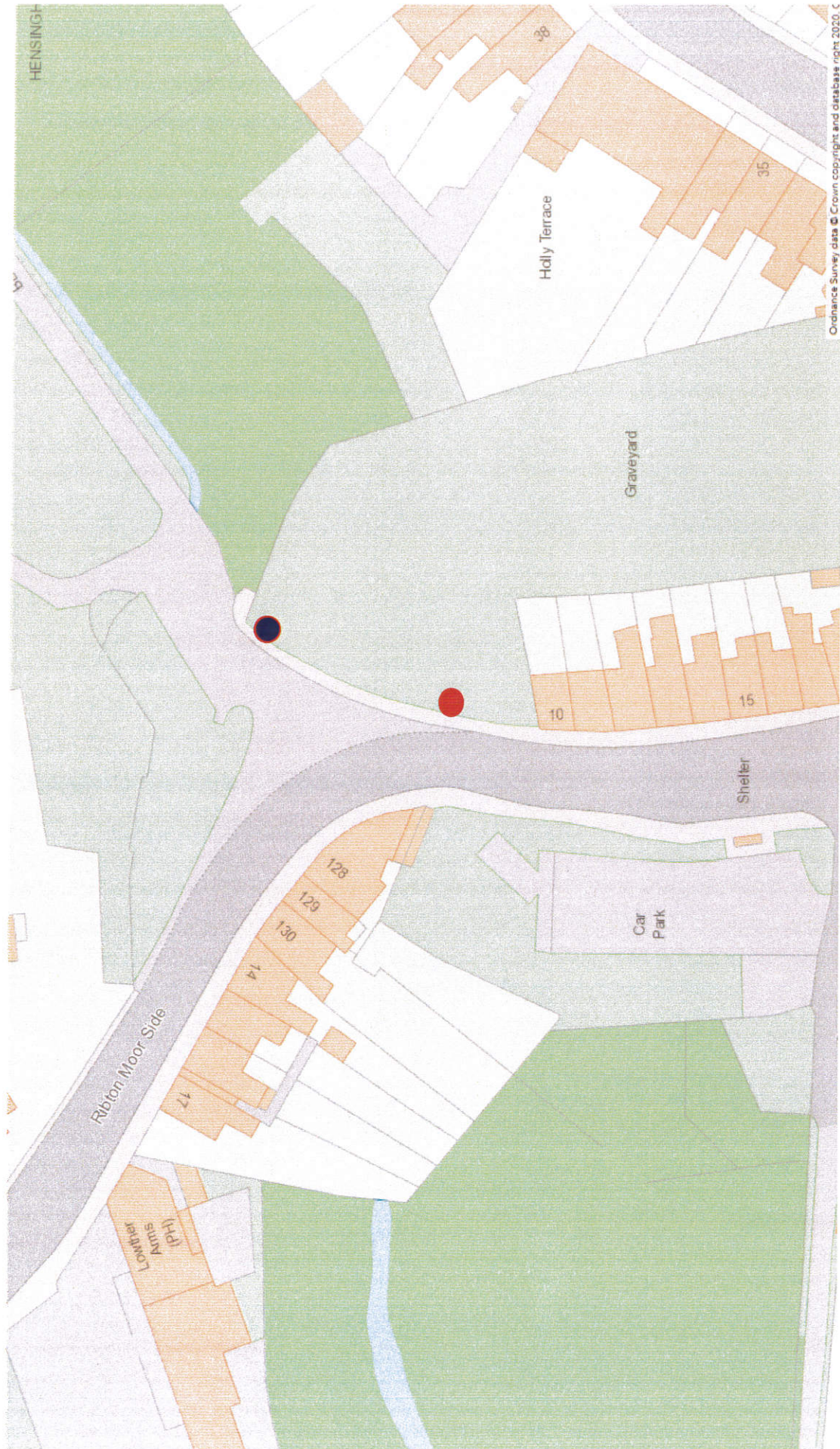
- 1.1 A request was received from Members of Hensingham Residents Group for the provision of a litter bin at Beck Bottom, Whitehaven in a position close to where the red dog bin is at present (shown on the plan at Appendix 1). As dog waste can also be put in litter bins the small red dog bin attached to the lamppost will be removed.
- 1.2 The land is owned by Copeland Borough Council and their permission will be required to site the litter bin on this land.
- 1.3 Four quotes have been sought for a Topsy Royale bin and the cheapest is approx. £130 and Glasdon's who are the Council's usual bin supplier was approx. £165 (shown at Appendix 2). Glasdon's own the trademark on the Topsy Royale bin various other companies produce similar bins. Out of the 4 quotes received Glasdon's were third lowest. The Council has always had efficient and value for money service from Glasdon's and Members may wish to consider whether to simply accept the lowest quote or purchase from Glasdon's.
- 1.4 The Council has a power under the Litter Act 1983, ss 5-6 to provide litter bins which comes under the budget heading 3rd Party with a sub-heading for Bus Shelters, Bins and seats and there is £30,000.00 set aside in the budget for the specific purchase of Bus Shelters, Bins and Seats.

2.0 RECOMMENDATION

- 2.1 It is recommended that Members consider the request for a Topsy Royale bin to be installed at Beck Bottom and if agreed to decide whether to accept the lowest or any other quote shown at Appendix 2.

APPENDIX





● - NEW PROPOSED BIN LOCATION BY LAMPOST

● - EXISTING DOG BIN

APPENDIX 2

Product Name	Base Cost (Nett)	Capacity	Material	Inner Liner	Colour	Fixing Option	Ashtray	Seagull Proof	Delivery
Topsy Royale	£164.76	120 litres	Durapol	Zinc coated steel (no extra charge)	Black/Gold	Concrete Foundation Fixing Bolts +£15.63	Universal Ashtray + £69.69	Aperture Flap Kit + £61.97	No Charge
Heritage Dome	£197.99	115 litres	Polyethylene	Galvanised Steel + £17.50	Black/Gold	Ground Fixing Bolts + £15.00	None	None	No Charge
Trojan	£129.95	100 litres	Polyethylene	Galvanised Steel (no extra charge)	Black	Ground Fixing Bolts + £8.00	Ashtray + £10.00	Push Flaps + £9.50	No Charge
Maelor Trafflex	£155.00	120 litres	Recyclable	Steel (no extra charge)	Black/Gold	Fixing Kit + £9.95	Ashtray + £35.00	None	Standard Delivery Charges Apply

enquiries@glasdon-uk.co.uk



Home > Litter Bins > Outdoor Litter Bins

Topsy Royale™ Litter Bin

The Topsy Royale™ is an outdoor traditional litter bin, well suited to manage waste in external town centres and modern street environments.



£207.90

excluding VAT
£249.48 inc. VAT

Includes free delivery*

Quantity:

Colour:

Locking System:

Liner:

Banding:

Fixing Options:

Ground Lock fixing tool **+£27.51**

Smoking Control:

Firepire® Fire Safety Device/Aperture Flap Kits:

Enevo® bin sensor



-
-
-



- Price includes delivery***
*within mainland UK and Northern Ireland
- Reviews**
click to view
- Product News**
click to view
- Product F.A.Q**
click to view
- Product Videos**
click to view
- Downloadable Information**
click to view
- Contains recycled material**
- Product Warranty**
click to view
- Enevo Ready**
click to find out more
- Free Waste Management Audit**
click to view

Print page	Email a friend
enquiries@glasdon-uk.co.uk	Tweet
Share	Share

Features / Specifications

The Topsy Royale is a traditional litter bin that will enhance any environment, well suited to town centres and heritage streetscapes. Topsy Royale will also complement modern architectural styles.

The circular design of the Topsy Royale creates a robust structure and provides ease of pedestrian flow when located in busy streets.

Topsy Royale is purpose designed for easy emptying without the need for strenuous lifting. The whole, lightweight bin body lifts off the base, the liner then requires only a short lift over the plinth. With a large capacity of up to 90 litres the need for frequent emptying is reduced.

Topsy Royale requires minimum maintenance as it is manufactured from tough vandal and weather-resistant Durapol® material. The hood is produced from 100% recycled material and is recyclable after its service life. The bin has been designed with chamfered apertures and a robust domed hood to help prevent littering. Topsy Royale has integrally moulded ridges to deter fly posting and graffiti.

Topsy Royale litter bin is supplied as standard with Gold or Silver decorative banding and the universally recognised 'Bin-It' symbol. The banding is set into specially designed recesses to ensure vandal resistance.

Design Features

- Domed hood.
- Chamfered apertures.
- Decorative banding recesses and 'Bin-It' symbol.
- Anti-flyposting finish.
- Choice of keyed lock or keyless locking system.
- Lift off bin hood.
- Can be permanently set into concrete foundations.

Colours

Bin: Black, Deep Green, Dark Blue

Please note: Only the black model contains recycled material

Materials

Bin hood: 100% recycled Durapol Material.

Bin base: Durapol Material.

Liner: Zinc-Coated Steel or Durapol

Moulded plastic liner: Polyethylene.

Dimensions

Bin volume: 120 litres

Liner capacity: 90 litres

Height: 1060mm

Diameter: 545mm

Weight: 14kg (with metal liner)

Weight: 13kg (with Durapol liner)

Videos

Glasdon UK | Topsy Royale™ Litter Bin

Glasdon UK | Topsy Royale™ Litter Bin



Glasdon | Product Testing | Topsy Royale™

Glasdon UK | Product Testing | Topsy Royale™





Product Code: LE81475

£230.49 ex VAT

£276.59 inc VAT

6 or more £218.65 ex VAT

11 or more £202.25 ex VAT

UK Mainland Delivery: Free Delivery - Exclusions Apply

(Exclusions apply - see Delivery Information)

Delivery: 3-4 weeks

[Delivery Information](#)

Available Options (prices ex VAT)

Bin Colour: *

Black with Gold Banding

Liner Choice: *

Galvanised Steel Liner (+ £17.50)

Optional Ground Fixing Bolts:

Add (+ £15.00)

Optional DeoBin Odour Absorbing Patches:

Add 3x packs of DeoBin Patches (+ £9.99)

- Add 5x packs of DeoBin Patches (+ £13.99)
- Add 20x packs of DeoBin Patches (+ £34.99)

Qty: 1

[Add to Basket](#)

The Heritage dome litter bin features a classic style appearance that will look great in any environment, while the large 115 litre capacity makes the bin ideal for busy public areas such as town or city centres.

Features:

- Manufactured from medium density polyethylene
- Two large apertures allow easy 'walk' by' access
- Lid lifts off for all round access to the liner
- Supplied with a plastic liner as standard - a galvanised liner is also available
- Gold banding included

Optional [DeoBin Odour Absorbing Patches](#)

Suitable for use with all indoor bins, the Deo-Bin is an eco-friendly, odour destroying bin patch designed to contain and prevent unpleasant odours from escaping into the surrounding area. Ideal for use in the likes of offices, schools, leisure centres and canteens, it incorporates a distinctive carbon laminate with innovative odour neutralising technology.

Offering up to three months protection against bin odours, it is extremely easy to apply through the simple peeling of the self-adhesive patch from the protective backing liner and then sticking it to a cleaned area inside your bin. Supplied in packs of 2.

Specification

Construction Material:

MDPE

Height - mm:

981

Diameter - mm:

522

Capacity - Litres:

115

Related Products

-  [In Stock](#)
[Heritage Square Litter Bin - 115 Litre](#)
£417.99 (ex VAT)
[3-4 weeks](#)

-  [In Stock](#)
[Heritage Round Litter Bin - 95 Litre](#)
£318.15 (ex VAT)
[3-4 weeks](#)

-  [In Stock](#)
[Heritage Open Top Litter Bin - 95 Litre](#)
£263.25 (ex VAT)
[3-4 weeks](#)

Subscribe to our Newsletter for new products and exclusive offers

[Subscribe today!](#)

£147.45

- Buy 4+ for **£123.46** each and **SAVE 5%**
- Buy 8+ for **£116.96** each and **SAVE 10%**



COLOUR

GROUND FIXING BOLTS

RUBBER PUSH FLAPS

ASHTRAY

STUBBING PLATE

QUANTITY

ADD TO BASKET

7-10 Working Day Delivery

- [Home](#)
- [External Hooded Litter Bin - 100 Litre](#)

External Hooded Litter Bin - 100 Litre

Product Features

100 litre litter bin, perfect for public places.

Availability: **In Stock**

Product Code:

trojan

Product Features

Delivery & Returns

Review(s)

Specifically designed to for use in public areas such as schools, parks, leisure facilities, shopping centres, and the high street, these 100 Litre External Hooded Litter Bins are made from durable polyethylene materials and available in a choice of attractive colours to complement every environment.

UV tested to ensure they will not fade, these 100 Litre External Hooded Litter Bins feature a galvanised steel liner with handles for quick and easy removal, a twist-locking mechanism, and an anti-vandal design to prevent tampering and unauthorised access. Each bin features two large apertures and the internationally recognised logo for rubbish disposal.

We can also supply these bins with an optional weighted base which the bin will then sit on. This is an additional cost, please contact us for more information.

Please note these bins are made to order and the lead time for delivery is 7-10 days

Features:

- 100 Litre Capacity
- Made from Polyethylene
- Black Bin 100% Recyclable
- Galvanised Liner with Handles
- Twist Locking Mechanism
- Can be Ground Mounted
- Anti-Vandal Design

Size: H x D - 1030 x 540 mm

Notes: Other colours are available on request: Subject to Minimum Quantity

Covid 19: Our business is open and working in line with government guidance - Find out more about [Broxap's Covid-19 Response](#)

**Call our sales team
01782 564411**

[Home](#) > [Litter Bins](#) > [Plastic Litter Bins](#) > [Maelor Trafflex High Security Litter Bin - 120 Litre](#)

Maelor Trafflex High Security Litter Bin - 120 Litre

BXMT/444/L/G



120 litre tough plastic high security litter bin with two gold vinyl Tidyman logos and bands. Includes steel reinforcing frame designed to prevent removal or overturning by vandals. Every unit in the Maelor range is manufactured in part from recycled materials.

From

Online - Click here to chat



MENU



SEARCH



ACCOUNT



QUOTE



BASKET

*** Cigarette Disposal**


-- Please Select --

*** Colour**

Black - RAL 9005 (As Standard)



Optional Extras

- Fixing Kit +£9.95 
- Plastic Bait Box +£30.00
- Finger Curtains +£24.00
- Concrete Base +£34.99

Further Additions - 'Add to Quote' only (POA)

- Vinyl Logo

Qty:

Add to Basket

or

Add to Quote

 Download spec sheetDescription **Dimensions**

- Height: 1000mm
- Dia: 645mm
- Plastic Body Weight: 9kg
- Capacity: 120 Litres

Features:

- Galvanized frame as standard
- Two gold vinyl Tidyman logos
- Two gold vinyl bands
- Steel frame supplied with base plate and fixing holes
- Cover made from recyclable material
- Removal of outer case and liner allows cleaning of area beneath and around location of bin
- One piece "lock-on" lightweight cover
- Chamfered edges ensure rubbish is directed into the liner
- No spillage between liner and outer case
- Black as standard, other colours available at additional cost
- To empty lift the lightweight cover over the frame using the maelor key provided
- Made using some recycled materials as standard, manufacture using over 90% recycled plastic is also available upon request.

Online - Click here to chat 

REQUEST FOR DONATION FOR FLOWERS

Purpose of the Report

A request has been received from the owner of The Georgian House for a donation from the Council towards the flower display on The Georgian House and a decision is required on this.

1.0 INTRODUCTION

- 1.1 A request has been received from the owner of The Georgian House in Church Street, Whitehaven for a donation of £500 from the Council towards the cost of providing the flower display on The Georgian House (Appendix 1 refers).
- 1.2 The owner of The Georgian House sent an email on 28th May 2020 about this (see Appendix 1) and the Clerk telephoned the owners in response to this and explained that the Council had provided hanging baskets for shops for the past three years and had recently asked for a donation from the shop owners towards the cost of providing and maintaining the hanging baskets on their shops.
- 1.3 The Clerk advised the owner that if they were seeking a donation from the Council towards the cost of the flower display on The Georgian House, she would need to put the request in writing for the Council to consider.
- 1.4 A Councillor Ward Grant cannot be awarded in this instance as the Guidance says that Ward Grants cannot be awarded to businesses.

2.0 RECOMMENDATION

- 2.1 That Members consider the request from The Georgian House and decide whether or not to make a donation.

Whitehaven Town Council

From: ghhwhitehaven.co.uk>
Sent: 14 July 2020 15:49
To: Whitehaven Town Council
Subject: Re: BEAUTIFUL WHITEHAVEN

Good afternoon whitehaven town council

Thank You for the telephone call during lock down .. You asked me to look at a figure that would assist us with our annual flower baskets would you consider £500 toward our beautiful baskets

Kind Regards

Georgian House Hotel
8-11 Church Street
Whitehaven
Cumbria
CA28 7AY
+44 (0)1946 696611
<http://www.georgianhousewhitehaven.co.uk/>

From:
Sent: 28 May 2020 10:07
To: clerk@whitehaventowncouncil.co.uk <clerk@whitehaventowncouncil.co.uk>
Subject: BEAUTIFUL WHITEHAVEN

Good morning Whitehaven town council

Trust you and your family are fit and well. As a local business owner despite these extreme challenging times, I was encouraged to read the exciting plans that are to be submitted for the Town centre and the improvements that are hopefully passed in order to keep our town centre alive. As you are probably aware, here at the Georgian House Hotel & Restaurant we have always prided ourselves in ensuring we do our bit as responsible business & property owners and do our very best every year to ensure we are keeping our building smart and attractive but sadly, at this time, it comes at a cost that is difficult for us to bare as we are closed due to Covid19 and Lockdown. We eagerly await to get business back up and running and you've hopefully seen our activity regards helping our local front line NHS staff with VIP cream tea's delivered to them, we felt it was something we had to do.

I wondered if there was any support for us to dress our building again this year with beautiful plants, pots and hanging baskets? We always support local growers but with business being closed I am requesting a contributory amount that will enable us to do the front of the premises, this would go a very long way indeed.

I trust my request will be given your attention in the hope you can help support our continued efforts and do our bit to improve the image of our lovely town centre.

Kind Regards

Georgian House Hotel
8-11 Church Street
Whitehaven
Cumbria
CA28 7AY
+44 (0)1946 696611
<http://www.georgianhousewhitehaven.co.uk/>

ALLOTMENT REPORT

Purpose of the Report

To update Members on Whitehaven Town Council owned allotments and to approve the recommendations contained within the report.

1.0 INTRODUCTION

The Town Council own and manage 4 Allotment Sites within the Parish of Whitehaven.

2.0 PRESENT POSITION

- 2.1 Due to the Coronavirus pandemic, the Town Council have been unable to hold an Allotment Advisory Group meeting with the Site Reps or the sitting Councillors on the group (Councillors Rayson, Gill and E Dinsdale), however the Site Reps have been able to contact the staff by e-mail or telephone.
- 2.2 Copy invoices have been sent to all tenants who were not able to pay their rent's due to the office closure, along with a letter informing them of the Town Council's new address.
- 2.3 At the time of writing this report we currently have a half plot vacant at Cartgate, two full plots and 2 half plots vacant at Crow Park, one half plot vacant at Midgey and one full and one-half plot vacant at Sneckyeat.
- 2.4 We are actively seeking new tenants to take on these plots.
- 2.5 There are currently 58 people on the waiting list with an average waiting time of 2+ years.
- 2.6 A request has been received from the site rep at Cartgate that the tenant of plots 1a and 38a and 1b and 38b respectively swap so that one tenant will have plot 1a & b and the other would have plot 38a & b. The reason is that the plots are at opposite ends of the site and logistically would work better for both parties.

This request was emailed to members of the Allotment Advisory Group on 12.06.2020. No response was received from Councillor E Dinsdale however Councillor's Rayson and Gill responded to say they had no objection to this request.

- 2.7 A request has been received from the site rep at Cartgate. The tenant who currently has plot 21 has been maintaining plot 20b on behalf of the existing tenant for the past 7 years. The site rep was under the impression that the tenant at plot 21 was also the tenant of plot 20b as he was the only person, he has seen maintaining it. The actual tenant of plot 20b has now indicated to the site rep that he can no longer manage it and would like the plot to be transferred to the person who has been maintaining it all this time.

This request was e-mailed to members of the Allotment Advisory Group on 11.05.2020. No responses were received from Councillor's Gill or E Dinsdale, however Councillor Rayson responded to say that she had no objection to this request providing that there was no legal reason as to why this couldn't happen and also taking into account the number of years the neighbouring tenant had been maintaining the plot.

- 2.8 The Site Rep at Cartgate has asked if the Town Council will be providing skips to each allotment site. The Town Council has provided skips twice yearly for the past 3 years.

This request came in late and has not been sent to members of the Allotment Advisory Group. Therefore, it is up to Full Council to decide whether or not to approve this request.

It is recommended that 12 cubic yard skips be provided for October 2020 and March 2021. Quotes have been sought from 4 Skip Hire Companies and 3 companies have provided quotes of £240 + VAT, £360 gross and £415 gross per 12-yard skip.

3.0 RECOMMENDATION

- Members are asked to note the information, and approve the requests at 2.6 and 2.7 and to approve the recommendation at 2.8.